

**MINUTES of the MEETING of the
NORTH CAROLINA BICYCLE COMMITTEE
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

January 9, 2008

Members Present

Dan Mikkleson
Hann Cockburn
Greg Loy
Claudia Nix
Dennis Rash
Pete Schubert
Jennifer Smith

Staff Present

Tom Norman

Guest

Kelly Damron, P.E., State ITS Operations Engineer
Joe Geigle, Division Office, Federal Highway Administration
Meredith McDiarmid, P.E., NCDOT Work Zone Traffic Control Unit
Doug Cox, NCDOT Productivity Services Unit
Mary Meletiou, Bicycle and Pedestrian Program Manager, ITRE

ACTION ITEMS

- November 14, 2007 minutes approved – motion by Nix; seconded by Cockburn.
- Cockburn nominated Smith as Chair; Loy seconded. Smith was elected unanimously. Smith nominated Cockburn as Vice-Chair; Schubert seconded. Cockburn was elected unanimously.

DISCUSSIONS, REPORTS and PLANNING SESSION

Welcome

Chair Dan Mikkelson welcomed the committee members and guests, Kelly Damron, Meredith McDairmid and Joe Geigle who are part of the NCDOT transformation management Team. Doug Cox of the Productivity Services unit joined the meeting later.

Discussion on NCDOT Transformation

At the November 2007 meeting, Kelly Damron, a DOT staff member working on the transformation management initiative, made a presentation to the Committee, overviewing the process. As a follow-up to that presentation, Damron attended the January meeting to allow for further discussion with a focus on bicycle mobility, her focus area. Also in attendance were Meredith McDairmid of the NCDOT Work Zone Traffic Control Unit and Joe Geigle of the NC FHWA Division Office, who are also working on the transformation management process. The Committee members introduced themselves to the team and provided highlights of their professional and personal involvement in bicycle projects and initiatives. Ms. Damron provided a power point presentation on mobility. Discussion by Committee members and staff focused on trying to expand the current vision of

mobility to go beyond merely being defined as the lack of congestion. The team was very receptive to the perspective of the Committee members and will try to incorporate the suggestions and concerns in future discussions with DOT decision-makers.

Election of Officers

Election of officers was deferred until later in the agenda since guests were in attendance. Cockburn nominated Smith as Chair; Loy seconded. Smith was elected unanimously. Smith nominated Cockburn as Vice-Chair; Schubert seconded. Cockburn was elected unanimously. As specified in the By-Laws, Smith will assume her duties as Chair at the March meeting.

Attitude Survey Update

Doug Cox, survey specialist with the NCDOT Productivity Services unit attended the meeting to discuss the survey methodology. He fielded questions from the Committee members and provided information on sample size, margin of error rates and surveying techniques. Norman reported that the MS Society had sent a check for \$10,000 to support the survey sampling. He also reported that the Share the Road license plates are continuing to bring in funds for the various safety initiatives of DBPT. The next step in the process for implementing the survey is to set up specifications and receive proposals from survey companies. Smith made a motion, seconded by Loy, to "Develop a written scope of work to undertake a statistically significant statewide the attitudinal survey with a priority of quality, cost and time, and to work within the NCDOT procurement procedures to solicit proposals." The motion passed unanimously.

Review of 2007 Committee Goals

Mikkelson provided an overview of Committee activities in 2007 as related to the goals adopted early in the year. Most of the goals were met (see attached goals). Updated goals for 2008 will be discussed at the March meeting.

Project/Program Updates

- **2008 Planning Grant Call** – Norman noted that this initiative has been very successful. He provided a list of the 40 communities that applied for the 2008 funding cycle.
- **Law Enforcement Curriculum** – Meletiou reported that the NC Justice Academy has accepted the training objectives that were submitted in December and that approval has been given to develop the curriculum materials. Meletiou will attend a planning meeting in early February to learn more about the time frame and deliverables.

Committee Activity Updates

Committee members provided an overview of local activities and initiatives in which they have been involved since the last meeting. A summary, as reported by Committee members via email, follows.

Jennifer Smith

- Safe Communities provided over 100 helmets to accompany bicycles that were given at Christmas.
- As the result of several recent significant bicycle injuries in our community, an informal Bicycle Friendly Task Force has been developed. We are working closely with Assistant Greenville City Manager to present a proposal to City Council to form a Bicycle Friendly Blue Ribbon Task Force with a goal to make Greenville a more bicycle friendly community.

Hanna Cockburn

- Met with Asheboro Bikeways and Trails Committee, a group through the chamber looking for ways to improve cycling opportunities in and around Asheboro
- Met with PART staff regarding the Triad Commute Challenge and providing more bicycling information and commuter guidance on the website
- Promoted the SRTS program and began encouraging interested parties to consider applying for the next round of funding

Greg Loy

- Attended Albemarle Region RPO meeting
- Worked with Town Engineer on Kill Devil Hills Multi Use Trail
- Attended Outer Banks Transportation Task Force Bike-Ped Committee Meetings

Dan Mikkelson

- Corresponded with Carolina Thread Trail staff
- Commented on the draft bicycle opinion survey
- Supported the local bicycle shop for Christmas

Claudia Nix

- Assisted on the Bike Ballot event, a forum for several of the city council members running for office who support the bike plan
- Met with the Asheville Youth Cycling Organization, a new not for profit, whose purpose is to get children riding bicycles and sponsor bicycle rodeos
- Became new steering committee for the transit master plan
- Attended my regular MPO, SRTS, Healthy Buncombe, and Bike/Ped Task Force meetings
- Participated in a bike lane cleanup
- Attended a Regional Greenway Planning meeting

Dennis Rash

- No items submitted

Pete Schubert

- No items submitted

Other Business

There was no other business.

Adjourn

The meeting was adjourned at 3:00. The next meeting will be on March 12, 2008.

Bicycle Committee 2007 Goals

Goal 1: Improve bicycle planning and encourage multi-modal planning across the state

1. Expand and evaluate the Planning Grant Program
2. Develop a process to meet the planning needs of small communities
3. Support planning resources development by advocating for more funds and staff capacity
4. Mainstream bicycle planning through coordination and integration into all transportation planning processes

Goal 2: Improve Committee communication with constituents, Board of Transportation and DOT management

1. Engage advocacy groups and local and regional government agencies
2. Foster working relationship with Division Engineers, MPOs and RPOs
3. Develop presentation materials and seek opportunities to present at conferences and workshops
4. Develop interface with health community and economic development community
5. Support and interface with Healthy Environment Community Initiative

Goal 3: Initiate a comprehensive bicycle/motor vehicle ("Share the Road") awareness and education campaign

1. Conduct attitude survey
2. Develop a multi-year business plan and secure funding
3. Engage partners and resources to implement plan
4. Measure effectiveness