

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

March 12, 2008

Conference Call

Members Present

Jennifer Smith, Chair
Hanna Cockburn
Greg Loy
Dan Mikkelson
Claudia Nix

Members Absent

Dennis Rash
Pete Schubert

Staff Present

Tom Norman

Guests

Dave Staebler, representing Cape Fear Cyclists Bicycle Club
Mary Meletiou, Bicycle and Pedestrian Program Manager, ITRE

ACTION ITEMS

- January 9, 2008 minutes approved – motion by Loy; seconded by Cockburn.

DISCUSSIONS, REPORTS and PLANNING SESSION

Welcome

Chair Jennifer Smith welcomed the Committee, staff and guests to the conference call.

Discussion of Committee Goals for 2008

Smith read the goals that were developed in 2007 (attached); the Committee members discussed the 2007 activities related to each Goal to determine whether the goal had been accomplished or whether it would be an ongoing Committee goal for 2008. The objectives were also discussed and determination was made as to whether each would be continued and/or whether some Action Steps should be developed. The findings were as follow: Goal 1 (improve planning for bicycles) and Goal 2 (improve communication) were determined to be ongoing goals. It was determined that Goal 3 (Share the Road awareness) should be retained and re-evaluated next year after progress had been made on current initiatives.

Recommendations for ongoing activities, the development of Action Steps and text modifications are shown in bold type below.

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

1. Expand and evaluate the Planning Grant Program (*ongoing*)
2. Develop a process to meet the planning needs of small communities (*Action Steps*)
3. Support planning resources development by advocating for *additional future funds* (Loy).
4. Mainstream bicycle planning through coordination and integration into all transportation planning processes (*ongoing*)

Goal 2: Improve Committee communication with constituents, Board of Transportation and DOT management (*ongoing*)

1. Engage advocacy groups and local and regional government agencies (*ongoing*)
2. Foster working relationship with Division Engineers, MPOs and RPOs (*Action Steps: assist transportation engineers to become more knowledgeable about processes to improve conditions and provide accommodations for bicyclists; provide tools to assist NCDOT staff with making design decisions in the face of funding shortfalls - Mikkelson*)
3. Develop presentation materials and seek opportunities to present at conferences and workshops (*Action Step: also focus on health community*)
4. Develop interface with health community and economic development community
5. Support and interface with Healthy Environment Community Initiative (*could become part of previous item*)

Goal 3: Initiate a comprehensive bicycle/motor vehicle ("*Share the Road*") awareness and education campaign (*re-evaluate next year*)

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

Loy recommended additional items to include in the goals: promote minimum standards for facilities; integrate into NCDOT transformation process.

No action was taken on these items. Staff was asked to recommend Action Steps and circulate to the Committee for review and further discussion.

Project/Program Updates

- TIP Projects – Norman reported that staff is reviewing TIP meeting transcripts for the 2009-2015 update
- Attitude Survey – Meletiou reported that the survey instrument is finalized and an RFP has been developed. The NCDOT Purchasing unit will handle the procurement process.
- Law Enforcement Training – Meletiou indicated that the module is under development and must be completed and submitted to the Justice Academy in-service training committee by June 2, 2008.
- Mapping projects – Meletiou provided an update on several mapping projects: the Rowan, Orange and Scotland reimbursement agreements are stalled at the local level. Rowan and Orange have been stalled for many months. An agreement is under development with Greenways, Inc. to produce the on-line Triangle Region map.
- SRTS – Meletiou reported that the Demonstration Projects were selected to be recommended to the Board of Transportation at their March meeting. Six community projects were recommended. She also reported that the SRTS Program is offering the community-based workshops again. Information on requesting and hosting a workshop has been posted to the web.

- Planning Grants – Norman announced that the Award Committee met to select municipal bike/ped plan proposals to recommend to the Board of transportation for funding. He also provided an update on the status of funded plans. Meletiou reported on the UNC School of Public Health Policy Research Project, funded by the Centers for Disease Control, to conduct an evaluation of pedestrian plans in NC to determine how the recommendations may increase opportunities to walk.
- AASHTO US Bicycle Route Development – Meletiou provided an update on the project to designate a system of US Bicycle Routes. Corridors have been proposed and various numbering systems are under discussion. Meletiou is part of the committee working on developing the system. At least two routes will pass through NC.

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 Coalition of Pitt County continues its Bicycle Safety Initiative in Pitt County Schools. In February they provided 245 helmets to fourth grade students at Wintergreen Intermediate School. Over 50 volunteers assisted with proper helmet fittings.
- Bicycle safety advocates are continuing to work with Greenville City Council to develop a Bicycle Friendly Blue Ribbon Task Force. A long range goal is for Greenville to become a designated Bicycle Friendly Community.
- The 4th Annual Uptown Greenville Bicycle Races will be March 29 and 30, 2008. There will be criterium races on both days. Other events include a kids ride, safety information, and a raffle for a kids bicycle.
- The Town of Leland will be holding its 2nd Annual Bicycle Festival and Tree Giveaway on April 5, 2008. Events will include bicycle safety stations and a "Leland Cruise."
- On May 3, 2008 a River to the Sea Ride is scheduled in Wilmington. This event is sponsored by the WMPO Bike/Ped Committee.

Hanna Cockburn

- Currently working to organize Bike to Work Week activities in Greensboro
- Attended National Bike Summit in Washington, DC

Greg Loy

- Attended Meeting with RPO Planner about local needs including bicycle improvements
- Worked with Town Engineer on a Multi Use Trail Master Plan
- Attended Outer Banks Transportation Task Force Bike-Ped Committee Meeting
- Reviewed Bicycle / Pedestrian Grant Applications and participated in Selection Recommendation Committee Meeting

Dan Mikkelsen

- Participated on the SRTS Grant Review Committee
- Participated on the Planning Grant Review Committee
- Reviewed the first draft of Salisbury's Comprehensive Bicycle Plan.
- Received a new bicycle seat from my wife on Valentine's Day.

Claudia Nix

- Met with property owner on US 70 project; progress is being made. McDowell County will be the lead agency. Volunteers are developing agreement to be allowed to clean up trail
- Asheville Bike Plan is in final draft stage. Met with City Manager to determine how to get plan approved. Created "white paper" and distributed to all Council members and met with each one. Mounted public education initiative; 400 names on email list to receive updates. 70 people attended Council meeting; 5 people were selected to speak on various topics. Plan passed with a vote of 5 to 1.
- Conducted assessment of roads around Memorial Mission Hospital in Asheville.
- Working on plans for Strive not to Drive Day. Mayor will participate; currently seeking participation of Council members
- Investigating alternatives for updating and reprinting Asheville / Buncombe County bicycle map
- Concert was held to raise funds for bicycle lockers; 400 people attended
- Attended National Bike Summit in Washington, DC
- Conducted workshop on recruiting and keeping volunteers.

Dennis Rash

- No items submitted

Pete Schubert

- No items submitted

Other Business

There was no other business.

Adjourn

The meeting was adjourned at 12:30. The next meeting will be on May 14, 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
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