

**MINUTES**

**NORTH CAROLINA BICYCLE COMMITTEE  
NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**

**November 12, 2009**

**Members Present**

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

**Members Absent**

**Dennis Rash  
Julie Woosley**

**Staff Present**

**Tom Norman**

**Guests Present**

**Allison Carpenter, Blake Lambert, Steve Goodridge, Ed Harrison and Ken Kaye  
North Carolina Active Transportation Alliance**

## **ACTION ITEMS**

- September 9, 2009 minutes approved – motion by Loy; seconded by Nix. Passed unanimously.

## **DISCUSSIONS, REPORTS and PLANNING SESSION**

### **Welcome**

Committee Chair Smith called the meeting to order and welcomed the Committee members and staff.

### **Approval of September 9, 2009 Minutes**

Loy moved to approve the minutes; Nix seconded. The minutes were adopted unanimously.

### **Committee Goals**

The Committee reviewed their 2008 goals and discussed their accomplishments since that time. Preliminary discussion of existing goals concluded the following, shown in italics. Further discussion will take place at the January 2010 meeting when the Committee will consider additions and changes and adopt new goals.

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

1. Expand and evaluate the Planning Grant Program - *completed*
2. Develop a process to meet the planning needs of small communities - *ongoing*
3. Support planning resources development by advocating for additional future funds - *ongoing*
4. Mainstream bicycle planning through coordination and integration into all transportation planning processes - *there is a need to integrate the SPOT process and multi-modal needs to better work with the MPOS and RPOs*
5. *Additional thoughts: add a goal related to the new Complete Streets Policy*

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

1. Engage advocacy groups and local and regional government agencies - *ongoing*
2. Foster working relationship with Division Engineers, MPOs and RPOs - *ongoing*
3. Advocate with *senior management*
4. Develop presentation materials and seek opportunities to present at conferences and workshops – *not done; ongoing*
5. Develop *inter- and intra-agency* interface
6. *Engage interest groups*

Goal 3: Initiate a comprehensive bicycle/motor vehicle (“Share the Road”) awareness and education campaign – *should be made less specific*

1. Conduct attitude survey – *evaluate completed survey for purposes of developing messages*
2. Develop a multi-year business plan and secure funding – *ditto above*
3. Engage partners and resources to implement plan – *initiated process; license plate initiative*
4. Measure effectiveness – *ongoing*

### **Awareness Survey**

Smith suggested that a portion of the January meeting be spent in identifying appropriate messages, based on more in-depth review of the survey results.

### **Safe Kids Bicycle Safety Trailer Proposal**

Smith distributed a proposal from the NC Safe Kids Coalition requesting funds for a trailer, bicycles and other equipment necessary to conduct hands-on bicycle safety education programs. Norman reported on the availability of funds from the sale of Share the Road license plates to support this project. Almost \$76,000 has been collected to date, of which approximately \$32,000 has been expended as follows: \$11,000 for the Awareness Survey; \$1,007 on the Share the Road posters; and, approximately \$20,000 on bicycle helmets.

The Committee discussed the pros and cons of the proposal, giving their support of the concept, but asking for more information about the project, including the following:

- What curriculum do they propose using
- How often will the class be taught each year
- What is the period of performance for the project
- Could the instructors be required to be League of American Bicyclists certified
- How will the program be sustained in future years
- What types of bikes will be used (concern that the less-expensive / well-made bikes will not hold up)
- Will the trailer be moved around the state
- Who is the target audience
- How will the trailers be secured when not in use
- A report after the first year would be desirable

Smith will follow-up with Safe Kids and will provide additional information at the next meeting.

### **High Country Bicycle Improvements**

Norman reported on a communication he received from a concerned advocate from the High Country area who wishes to present the area needs to the Committee. He will be

invited to the next Committee meeting. Mikkelson, who represents that area, suggested that he should write a letter of support that also lists things that can be done by the community. The Committee made suggestions for Mikkelson to consider.

### **Complete Streets Policy**

Norman reported on the first meeting of the advisory committee tasked with developing the guidelines to support the recently-adopted Complete Streets Policy. Members include NCDOT managers and representatives of municipalities, MPOs, RPOs and other partner agencies. It is a high-level goal of the group to create planning and design guidelines that will be used by NCDOT to effectively incorporate multi-modal transportation needs into the department's activities. A consultant will be hired to assist the group and will produce a report on the findings, develop a web site, conduct outreach, create new designs for the Roadway Design Manual, and develop a stand-alone guide. There is a 12-month time frame for these activities. The Advisory group will assure that the effort meets the needs of all modes.

### **Candidate TIP Projects List**

Norman reported that 625 requests for bicycle and pedestrian transportation improvements, totaling over \$3 million, were received. DBPT is tasked with evaluating and prioritizing these requests. The Committee provided some suggestions for criteria by which the projects could be ranked and some ideas on a process that could be used.

### **Project / Program Updates**

Staff provided updates on the following projects:

- The proposals for the **2010 Planning Grant Initiative** are due on December 4.
- The **Croatan Regional Bike Plan** has been initiated and encompasses the New Bern, Jacksonville, Morehead City, Beaufort and Croatan National Forest area. The plan will address on-road as well as trail needs. It will be an implementation plan that identifies the build-out of the system over time.
- The **Lake Norman Regional Bike Plan** will be completed in December. It identifies opportunities, resources, etc. TIP funds will be available to sign the first phase of routes.
- Norman and Deputy Secretary Westmoreland made a presentation at the annual **NC East Coast Greenway** meeting. Their presentation focused on the development of regional trails.
- The **Ocracoke Bicycle Improvements** contract was let several months ago. The project includes three miles of shared-use paths and seven miles of paved shoulders.
- Conducted final inspection of the **Oklagawha Greenway** project in Henderson County and the **Hominy Creek Greenway** project in Asheville.
- Greensboro's Battleground **Greenway** project is underway.

## **Committee Activity Reports**

The Bicycle Committee members send in their activities via email for inclusion in the minutes.

### **Jennifer Smith**

- Have been working with Kelly Ramsdell of North Carolina Safe Kids to submit a request for financial assistance to purchase an equipped bicycle safety trailer. The trailer would be available for use by Safe Kids Coalitions throughout the state.
- Pitt County Safe Kids and the Eastern Carolina Injury Prevention Program have been approved for a non-infrastructure SRTS grant at Ridgewood Elementary School.
- Safe Communities Coalition of Pitt County is in final production of a local pedestrian safety video that will be shown on local cable channels, in schools, driver's education classes, and driver improvement courses
- The Greenville Bicycle Friendly Task Force conducted a Community Forum with over 50 participants. The next step is to request Greenville City Council to approve the formation of a Bicycle and Pedestrian Commission.

### **Hanna Cockburn**

- Distributed Share the Road posters
- Met with roadway stakeholders in Rockingham County to discuss cycling
- Conducted interview regarding cyclist hit and run
- Successfully completed League Cycling Instructor course

### **Greg Loy**

- Attended NCDOT Public Transportation stakeholder meeting
- Selected consultant for Kill Devil Hills pedestrian plan
- Kill Devil Hills received funding for a Safe Routes to School infrastructure project

### **Dan Mikkelson**

- Seeking stimulus funds for a greenway project in Salisbury

### **Claudia Nix**

- Met with the Asheville Police Department liaison for an update on their program of ticketing bicyclists and found that they are having trouble between reductions in staff and cyclists not carrying identification. They have come to the realization that through education they will make more of an impact. We are thinking about developing some short PSA's on safe maneuvers.
- Served on the MPO TCC committee to prioritize the Priority Needs List for NC DOT.
- Began meeting to plan our Strive Not to Drive event for May 2010.
- Met to put together a grant request for stimulus funds for marketing healthy life styles.

- The Buncombe County Greenways Commission met and is planning a joint meeting with the Asheville Greenways Commission and other bike and pedestrian groups so we can have one unified voice requesting multi-modal needs. A group walked an 11-1/2 acre tract of land that we want to encourage the City Council to buy so we can extend the Amboy Road greenway into West Asheville. This tract of land is on Hominy Creek and is mostly in the flood plain with only 1-1/2 acres that is buildable.
- The Blue Ridge Bicycle Club began planning for next year's beginner bicycling program.
- The Pioneering Healthy Communities group met, we have received a grant from the CDC which we are using to grant to local elementary schools for physical activity programs. We met to finalize the grant process.
- Results from the bike and pedestrian counts done at 51 intersection sites in September were tabulated. Volunteers spent two hours over a 4 day period and counted over 5,700 pedestrians and more than 700 bicyclists. This information will help our local planners with implementation of the bike and pedestrian plans and give us a baseline of participation. We will also be sending these results to National Bicycle & Pedestrian Documentation Project which is collecting data to generate a demand module.

**Dennis Rash**

- Participated in Cycle North Carolina (Lenoir to Sanford)
- Ongoing participation with Lake Norman Regional Bike Plan (met with COG planners to offers suggestions about bike route mapping, alternative destinations that are cycling friendly based on prior Cycle NC route in area)
- Ongoing participation with Mecklenburg Park & Recreation staff on: 1) completing missing links in Mallard Creek Greenway, and 2) connecting proposed First Ward Park with Sugar Creek Greenway
- Met with Lake Norman/ Iredell County cycling club members to assist in their effective advocacy for bike safety in Brawley School Road/Morrison Farm area

**Julie Woosley**

(not in attendance)

**NCATA Policy Committee Presentation**

Allison Carpenter, Blake Lambert, Steve Goodridge, Ed Harrison and Ken Kaye of the North Carolina Active Transportation Alliance made a presentation to the Committee on their proposed Policy Agenda for 2010 and shared their position paper on the Bicycle Protection Act. The Committee discussed these items with the NCATA representatives, recognizing that there is much common ground. Norman provided an update on several of the concerns, including the Complete Streets Policy activities and the NCDOT Rumble Strip Policy.

## **Other Business**

The next meeting will be on January 13, 2010

## **Adjourn**

The meeting was adjourned at 3:15 pm.

*Committee goals are attached to every set of minutes and are listed below.*

### **2008 Bicycle Committee Goals**

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

6. Expand and evaluate the Planning Grant Program
7. Develop a process to meet the planning needs of small communities
8. Support planning resources development by advocating for additional future funds
9. 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

7. Engage advocacy groups and local and regional government agencies
8. Foster working relationship with Division Engineers, MPOs and RPOs
9. Advocate with Board of Transportation members and members of the NCDOT Transformation team
10. Develop presentation materials and seek opportunities to present at conferences and workshops
11. Develop interface with health community and economic development community; support and interface with Healthy Environment Community Initiative

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

5. Conduct attitude survey
6. Develop a multi-year business plan and secure funding
7. Engage partners and resources to implement plan
8. Measure effectiveness