

Agenda



Basic Motions

Motion
Calls for Action
Debatable
Simple Majority

Motion to Amend
Changes Original
Debatable
Simple Majority

Other Motions

Table
Postpone Vote
No Discussion
Simple Majority

Close Debate
End Debate & Vote
No Discussion
2/3 Majority

Reconsider
Change Prior Decision
Voted in Majority
Within One Meeting
Debatable
2/3 Majority

Recess
Take a Short Break
No Discussion
Simple Majority

Consensus Process
If 1-Vote Majority
Debatable
3 Votes to Pass

Adjourn
End the Meeting
No Discussion
Simple Majority

Actions and discussion are governed by motions. Only 3 motions on the table at once (a 4th would be out of order). Most recent motion is considered first.

- ☐ Convene meeting + Reminder: Turn off Cell Phones
 - I. Roll Call/Quorum _____ Board Members (quorum = 7)
 - II. Pledge of Allegiance
 - III. Additions/Deletions/Approval of Agenda
 - IV. Approval of Minutes (see Attachment A)
 - V. Member Announcements
 - VI. Public Comment Period
 - VII. Advisor (Non-Voting) Reports
 - VIII. Old Business
 - a. Subcommittee Reports
 - i. Engineering – Sidewalk Construction Ordinance for Commercial property
 - ii. Education/Encouragement - Planning for National Bike Month events in May
 - iii. North/South Connector Ad-hoc Subcommittee
 - b. Adoption of 2014 Work Plan
 - IX. New Business
 - a. Watch for Me NC
 - X. Department Reports
 - a. Public Works
 - b. Recreation and Parks
 - XI. Adjourn
Next Meeting: May 7, 2014

Items for Future Consideration

Board Members

Chair

1. Harry Stubbs

Chair-elect

2. Brian Glover
3. Patrick Harris
4. Henry H. Robbins
5. Katy Kavanagh
6. John Kenney
7. Gunnar Swanson
8. Robert Turner
9. Karen Mizelle
10. Ashley Breedlove
11. Vacant
12. Vacant

Advisors (non-voting)

Vacant (ECU)
 Jennifer Smith (VMC)
 James Rhodes (Pitt County)
 Sgt. Mike Montanye (GPD)

Ex-officio

Gary Fenton (Rec & Parks)
 Kevin Mulligan (Public Works)

Staff Liaison

Lynn Raynor (Public Works)
 Mark Gillespie (Rec & Parks)

City Council Liaison

Rick Smiley

Engineering Subcommittee

Gunnar Swanson
 Harry Stubbs
 Pat Harris

Education/Encouragement Subcommittee

Rob Turner
 Katy Kavanagh
 Karen Mizelle

Enforcement Subcommittee

John Kenney
 Ashley Breedlove

Evaluation Subcommittee

Brian Glover
 Henry Robbins

Greenville Bicycle and Pedestrian Commission Mission:

The Greenville Bicycle and Pedestrian Commission is hereby created for the primary purpose of advancing Greenville as a bicycle and pedestrian friendly community and for encouraging bicycling and walking among its citizens and visitors. The Commission will also provide advice and recommendations to the Greenville City Council on questions related to bicycle and pedestrian issues.

Greenville Bicycle and Pedestrian Commission Purpose:

- To study and promote the integration of bicycling and walking in City policies and practices;
- To study proposed changes in laws, regulations, and codes concerning bicycle riders, pedestrians, users of personal mobility devices, and related stakeholders and to advise the City Council;
- To educate and inform the public and local officials on bicycle and pedestrian issues;
- To facilitate citizen participation in matters involving bicycle and pedestrian questions;
- To serve as an advisory and discussion board for new bicycle lanes, sidewalks, trails, and routes proposed by City staff and other groups.

ATTACHMENT A

(January 7, 2014 Minutes)

Action: For your review and approval.



City of Greenville
Bicycle and Pedestrian Commission
Summary Minutes
Wednesday, January 7, 2014 @ 6:00PM
Public Works Conference Room
Beatty Street

BOARD MEMBERS PRESENT:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Harry Stubbs, Chair | <input checked="" type="checkbox"/> Brian Glover, Chair-Elect | <input type="checkbox"/> Patrick Harris |
| <input checked="" type="checkbox"/> Henry H. Robbins | <input checked="" type="checkbox"/> Katy Kavanagh | <input checked="" type="checkbox"/> Robert Turner |
| <input type="checkbox"/> John Kenney | <input checked="" type="checkbox"/> Gunnar Swanson | <input type="checkbox"/> Karen Mizelle |
| <input checked="" type="checkbox"/> Ashley Breedlove | | |

ADVISORS PRESENT:

- | | |
|---|--|
| <input type="checkbox"/> Jennifer Smith | <input checked="" type="checkbox"/> Eric Gooby |
|---|--|

EX-OFFICIO PRESENT:

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Gary Fenton | <input type="checkbox"/> Kevin Mulligan |
|--------------------------------------|---|

STAFF LIAISONS

- | | |
|---|--|
| <input checked="" type="checkbox"/> Mark Gillespie | <input checked="" type="checkbox"/> Scott Godefroy for Lynn Raynor |
| <input checked="" type="checkbox"/> Rick Smiley, City Council Liaison | |

MEETING AGENDA, DISCUSSION AND ACTIONS:

The meeting was opened at 6:00pm and the following items were discussed.
Agenda items are in bold print with the highlights of the discussion and actions below the agenda item.

I. Roll Call

Rick Smiley, City Council Liaison was introduced.

II. Approval of Agenda

Motion made to approve the January 7, 2014 agenda as presented.

Motion: Gunnar Swanson

Second: Katy Kavanagh

Motion carried unanimously.

III. Transfer of Chair-ship to Chair-Elect

A motion was made to transfer Chair position to Harry Stubbs.

Motion: Brian Glover

Second: Gunnar Swanson

IV. Elect New Chair-Elect

Gunnar Swanson elected Brian Glover as Chair-Elect.

Motion: Gunnar Swanson

Second: Brian Glover

V. Approval of Minutes

Motion made to approve the November 6, 2013 minutes as presented.

Motion: Katy Kavanagh

Second: Gunnar Swanson

Motion carried unanimously.



City of Greenville
Bicycle and Pedestrian Commission
Summary Minutes
Wednesday, January 7, 2014 @ 6:00PM
Public Works Conference Room
Beatty Street

Motion made to approve the November 7, 2013 e-mail minutes as presented.

Motion: Gunnar Swanson

Second: Ashley Breedlove

Motion carried unanimously.

VI. Member Announcements

- A. Harry Stubbs went to Intergenerational Center 12/2 where they are doing the round-about. There will be a monument to midwives from the 1920-80's. Rivers and Associations is doing the plan. Planning money only, no construction money right now for this project.
- B. Performance Bike Rack Giveaway never happened.

VII. Public Comment Period

None

VIII. Advisor (Non-voting) Report

- A. Eric Gooby (Pitt County) – Pitt County is getting ready to update their Parks/Rec Master Plan. A phone survey they are trying to get out, please complete it if you get a call. It's been close to 10 years since the plan was updated. One of the goals for the update is to get more recreation facilities in the county. The goal is 400 responses, right now it is at 100.

IX. Old Business

- A. Subcommittee Reports
 - 1. Engineering – Sidewalk Construction Ordinance for Commercial Property
Mr. Glover sent out a report he had put together. Need to meet with Scott Godefroy to discuss. A sub-committee meeting has been tentatively set for 1/22 at 4PM at Recreation and Parks Meeting Room.
 - 2. Evaluation – Report on Manual Bike/Ped counts
September had counts on the greenway at the dog park and crossing of Evans and 5th St. Will bring the exact numbers at the next meeting. The Wednesday night numbers were high because of the Umbrella Market. Results were encouraging.
 - 3. North/South Connector Ad-hoc Subcommittee
Plan to schedule a meeting the week of 1/13.

X. NEW BUSINESS

- A. Subcommittee Assignments
Ashley Breedlove agreed to be on the Enforcement Subcommittee. Will allow Karen to choose the subcommittee she would like to be on at the next meeting.



City of Greenville
Bicycle and Pedestrian Commission
Summary Minutes
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- B. Planning for National Bike Month events in May
Education/Encouragement Subcommittee – Rob Turner will out of the country for over two months. Karen Mizelle will be asked to serve on this subcommittee since Mr. Turner will not be available.
- C. Crosswalk Signage
John Kenney will be looking into this.
- D. Development of 2014 Work Plan
In the next couple of week subcommittees discuss their goals and send them to Harry Stubbs prior to the next meeting. Mr. Glover will send the 2013 Work Plan to all Commissioners.
- E. Goals for Outreach to City Council
BAPC Presentation for City Council is in October 2014. There is a public portion of CC's Planning Session where they encourage comments on Friday, 1/24. Possibly go to that. Possibly schedule a greenway bike ride with City Council members during Bike Month (May). Saturday, 5/17 at 11:00AM is scheduled for the greenway ride.

XI. DEPARTMENT REPORTS

- A. Public Works
 - 1. Meeting with property owners for Green Mill Run Greenway, making progress.
 - 2. South Tar Greenway – Phase 3 – 60-70% plans complete now, still progressing on it. Hoping the trail was following sewer lines for easements, but the easements are not exclusive to sewer lines only. Have more right of ways to acquire.
- B. Recreation and Parks
 - 1. River Study – Rhodeside and Harvell is in contract now. Will hold stakeholder meetings in mid-January. Will focus areas adjacent to the river or influenced by the river. First public meeting will be in March.

XII. ADJOURN

Motion made to adjourn.
Motion: Henry Robbins
Second: Katy Kavanagh
Motion carried unanimously.

Having no further business, the meeting adjourned at 7:36PM.

Respectfully submitted,

Laura J. Davenport

Laura J. Davenport
Administrative Assistant
Recreation and Parks Department

ATTACHMENT B

Action: BAPC Work Plan 2014

Greenville Bicycle and Pedestrian Commission
Work Plan for 2014

- I. Working with other Commissioners and City Staff to:
 - a. Prepare an Ordinance related to sidewalks at commercial establishments
 - b. Review the 2014 Planned City Street Improvements/Upgrades
 - c. Publicize, Generate Interest and Support for the Charles Blvd to Evans St project and the Phase III Greenway extensions (Education/Encouragement Sub-Committee)

- II. Nation Bicycle Month (May) – Katy Kavanagh
 - a. 5/18 City Council Bike Ride on the Greenway
 - b. Check with Pamlico/Tar River Foundation for involvement in River Jam in April. Event is in April and was not well attended last year.
 - c. Check with Jennifer Smith about helping organize a Bike to School Day or any other events.
 - d. 5/13-17 Bike to Work Week – publicize this and attempt to organize something
 - e. After Bike Month, think of furthering publicity, including a FROGGS like PSA Video, perhaps enlisting Thomas Lynch with No Exit video to donate the video production; much of the same footage could likely be used.

- III. Spearhead the National Bicyclist and Pedestrian National Census
Continue annual bike/ped counts in conjunction with the National Bicycle and Pedestrian Documentation Project (<http://bikepeddocumentation.org/>). National count dates are:
 - a. May 6-8, 2014
 - b. July 4-6, 2014
 - c. September 9-14, 2014

- IV. Work toward Walk-Friendly Community Designation (Pedestrian and Bicycle Information Center, <http://www.walkfriendly.org/>)

- V. Identify and quantify dangerous street crossings in the city (see also Enforcement Subcommittee)

- VI. Collect public input regarding:
 - a. Revisiting rules for maximum wheel size for bicycles operated on sidewalks
 - b. Engage with BMX community (perhaps even encourage a member to join the Commission)