

# 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 4<sup>th</sup> 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. Evaluation – Bicycle/Pedestrian Counts
      - ii. Education/Encouragement - Planning for National Bike Month events in May
  - IX. Department Reports
    - a. Public Works
    - b. Recreation and Parks
  - X. Adjourn  
Next Meeting: June 4, 2014

**Items for Future Consideration**

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**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.*

## 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 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**

**(April 2, 2014 Minutes)**

*Action:* For your review and approval.

City of Greenville  
**Bicycle and Pedestrian Commission**  
Summary Minutes  
Wednesday, April 2, 2014 @ 6:00PM  
City Council Chambers | 200 W Fifth St, Greenville

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**BOARD MEMBERS PRESENT:**

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

**ADVISORS PRESENT:**

- |  |  |   |
|--|--|---|
| <input checked="" type="checkbox"/> Jennifer Smith | <input checked="" type="checkbox"/> Eric Gooby | <input checked="" type="checkbox"/> Police Sergeant Mike Montanye |
|--|--|---|

**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"/> 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**

**II. Approval of Agenda**

Motion made to approve the April 2, 2014 agenda as presented.

Motion: John Kenney

Second: Patrick Harris

Motion carried unanimously.

**III. Approval of Minutes**

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

Motion: Katy Webb

Second: Ashley Breedlove

Motion carried unanimously.

**IV. Member Announcements**

A. Harry Stubbs – Promoted the Imagine! United Neighborhoods! Symposium on Saturday, 5/3 at Council Chambers at 9:00AM – 2:00PM. Highlights include community involvement, art as a tool for preventing crime, balancing neighborhood preservation and development, and code enforcement and how it works.

B. FROGGS Annual Friend-raiser scheduled for 4/5 from 7:00 – 9:00PM at the Bradford Creek Public Golf Course Clubhouse.

C. Human Society of Eastern NC is having their annual Canine Crawl this weekend at the Town Common.

**V. Public Comment Period**

None

City of Greenville  
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**VI. Advisor (Non-voting) Report**

- A. Jennifer Smith (Vidant Medical Center) – Introduced Stephanie King
  - 1. Bicycle Safety has exploded, will be fitting helmets on 4/28 at Eastern Elementary School and school in Grifton.
  - 2. National Bike Day
- B. Eric Gooby (Pitt County) – None.
- C. Police Sergeant Mike Montanye (Greenville PD) – None.

**VII. Old Business**

- A. Subcommittee Reports
  - 1. Engineering – Sidewalk Construction Ordinance for Commercial Property Planning and Zoning have been charged to work on the ordinance. Staff does want to meet with the Commission to report at the next meeting on 5/7.
  - 2. Education/Encouragement – Planning for National Bike Month Events in May Need to meet to plan City Council Bike Ride. Need to check with Pamlico Tar River Foundation if they can participate with River Jam. Also Bike to Work Week. Brian would like to have a LAB Skills Class, as well as make regular bike ride on the greenway (such as Friday evenings as they coincide with events downtown).

A motion was made for the Education /Encouragement Committee to meet and what is planned is approved by the Commission:

Motion: Gunnar Swanson

Second: John Kenney

Motion carried unanimously.

- 3. North/South Connector Ad-hoc Subcommittee
  - Identified six possible routes to concentrate on. Decided many were really not feasible.

**B. Adoption of 2014 Work Plan**

Motion made to accept the 2014 Bicycle and Pedestrian Commission Work Plan with the following amendments.

Motion made to add the North/South Connector to the Work Plan.

Motion: Gunnar Swanson

Second: John Kenney

Motion carried unanimously.

Motion made to add the E 10<sup>th</sup> St Corridor Safety Study to the Work Plan.

Motion: Gunnar Swanson

Second: John Kenney

Motion carried unanimously.

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**VIII. NEW BUSINESS**

**A. Watch for Me NC**

Sergeant Mike Montanye shared information regarding the Watch for Me NC program. An application has to be completed and submitted by 4/17. Sergeant Montanye asked for a letter of support from the Commission. Letters of support have already been received from other organizations.

Motion made to authorize the Chair to write a letter of support representing the Commission, for the Watch for Me NC program.

Motion: Gunnar Swanson

Second: John Kenney

**IX. DEPARTMENT REPORTS**

**A. Public Works**

1. Green Mill Run Greenway – a majority of the easements have been acquired. Hoping early this fall will be able to move forward.
2. South Tar River Greenway – Phase III – Received approval on design. Hope to advertise in the late fall. Have over \$2,000,000 in funding from the federal government and state.
3. 300' of sidewalks completed on Greenville Blvd close to Kristin Dr.
4. Received money (\$500,000) for Safe Routes to School, to be used for infrastructure.
5. Striping improvements have been completed on First St. Added new sharrows.
6. Draft CIP has been submitted to CC for their approval.

**B. Recreation and Parks**

1. Tar River Legacy Plan - Next Public Input Meeting on 4/26 from 10AM – 1PM at City Hall Gallery.
2. 4/19 Restore One 5K at the Town Common
3. 4/26 MS Walk at the Town Common
4. 5/3 Easter Seals Glow Run in the evening at the Town Common

**X. ADJOURN**

Motion made to adjourn.

Motion: John Kenney

Second: Gunnar Swanson

Motion carried unanimously.

Having no further business, the meeting adjourned at 7:13PM.

Respectfully submitted,

*Laura J. Davenport*

Laura J. Davenport

*Administrative Assistant*

*Recreation and Parks Department*