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**APPROVED Meeting Minutes – May 18, 2015**

The City of Raleigh Bicycle & Pedestrian Advisory Committee met on Monday, May 18, 2015 at 6:00 p.m. at the Raleigh Municipal Building, 222 W. Hargett Street, Raleigh, NC with the following members present:

**Commission Members:**

Mike Dayton, Chair  
Dan Howe  
Paul Nevill  
Seth Palmer  
Aaron Peeler  
Alan Wiggs

**Staff:**

Eric Lamb, Transportation Planning Manager  
Teresa Young, Administrative Support

**Absent:**

Amy Simes, Vice Chair (unexcused)  
Evan Brigham (excused)  
Linda Butler (unexcused)  
Harry Johnson (unexcused)

**I. Introductions**

Mr. Dayton called the meeting to order at 6:15 p.m. and asked everyone to introduce themselves.

**II. Approval of Minutes**

Mr. Peeler moved for approval of the April 20<sup>th</sup> meeting minutes, which was properly seconded by Mr. Palmer and approved by unanimous vote voice.

**III. Public Comments**

Mr. Nevill commented on the excellent public feedback the City has received for Bike Month and Bike to Work Day. Mr. Nevill additionally stated that he received input from cyclists about the need for regular street cleaning of bike lanes, specifically along portions of Peace Street, Hillsborough Street, St. Mary's Street, and Lassiter Mill Road. Mr. Dayton inquired if there was any opportunity to get the bike lanes in question cleaned soon.

Mr. Wiggs indicated that he spoke with a bicycle commuter in north Raleigh that has trouble with traffic congestion on his return commute. Mr. Wiggs also remarked that Raleigh Boulevard now has bike lanes.

**IV. Staff Report**

City Project Updates: Mr. Lamb discussed the City's ongoing transportation projects. He noted that the implementation of bike lanes through resurfacing has been completed by NCDOT on Raleigh Boulevard and on Spring Forest Road from Dixie Forest along to Falls of Neuse Road. Mr. Lamb announced that the CMAQ striping project has moved forward for implementation and that the work is schedule to be completed by mid-July. Mr. Nevill asked about the Gorman Street cycle track project. Mr. Lamb responded that it is next in the queue of projects to undertake for design.

City Staffing Update: Mr. Lamb introduced Teresa Young as the new administrative support for the Office of Transportation Planning. He reported that Jennifer Baldwin's former position as the bicycle and pedestrian program manager was approved successfully for reclassification by City Council and position will be posted shortly. Mr. Lamb expressed that he hoped to have the position filled by August.

City Council Actions: Mr. Lamb explained that he was contacted by the City Attorney's office for information about the City Code Evaluation for Pedestrians and that there will be additional progress on this item soon. He went on to state that the

sidewalk prioritization update was referred to the Public Works Committee meeting which will convene on Tuesday, May 26<sup>th</sup>.

#### **V. Committee Reports**

**Chair's Report:** Mr. Dayton reported that he just returned from a trip to Denver. He discussed the bicycle and pedestrian elements he saw in Denver compared to Raleigh and noted the progress of the Commission over the past six years. Mr. Dayton emphasized the importance of the updated work plan and how it will help the Commission in the coming year, and moving the city forward as he and Mr. Wiggs will be leaving in a few months.

**Community Outreach Committee:** Mr. Nevill stated that while there has not been a committee meeting, there had been three weeks of solid outreach in the community thanks to Bike Month events. He thanked all of the sponsors and events that made Bike Month a success, including the American Diabetes Association, Rex Healthcare, Kathy Molin with CommuteSmart Raleigh, Daily Planet Café, Oak City Cycling Project, the North Carolina Department of Environment and Natural Resources, North Hills, REI, The Institute of Transportation Research and Education, North Carolina State University Recreation, Bruegger's Bagels and the Centennial Campus Development Office. Mr. Nevill commended the success of the Bike to Work pit stops and the overall accomplishments of the bike month events.

Mr. Wiggs inquired about the turnout of the three pit stop locations. Mr. Lamb reported that about a dozen people came to the North Hills location, twenty to the centennial campus location at North Carolina State University, and between fifty and seventy five people at the downtown Raleigh pit stop.

**Bicycle Planning Committee:** No update.

**Pedestrian Planning Committee:** No update.

**Joint Bicycle & Pedestrian Planning Committee:** Mr. Lamb stated that there was a Joint Bicycle & Pedestrian Planning Committee meeting to review the starting point of the comprehensive plan update for the Commission. Mr. Howe reported that there are a few action items that the Commission should keep an eye out for. Mr. Howe discussed four policy areas the committee talked about that could have policy statements to address with the Comprehensive Plan update. The areas of concern discussed were pedestrian conductivity, the sharing economy policies regarding bicycle street parking and designated commuter routes.

Mr. Nevill and Mr. Palmer both expressed further need about the committee developing policies regarding bike sharing and the sharing community to incorporate into the Comprehensive Plan Update. Mr. Howe suggested writing a policy statement on all of the issues brought up at the committee to get incorporated or addressed in the Comprehensive Plan Update. Mr. Lamb noted that drafts for the Comprehensive Plan Update will be slowed down and he will have more information on drafts at the next committee meeting.

#### **VI. New Business**

**Bike Month Programming Assessment:** Mr. Lamb thanked Sydney Leonard for all of her hard work at all the bike events during bike month. Mr. Palmer expressed that the bike month's events were a great start for the commission this year and that the content generated from social media could be used for promotional material for Commission.

Mr. Lamb commented on the rider turnout at the Capital City ride despite the bad weather and the bike to school day at Lacey Elementary School. He suggested adding a formal meet up and ride as an addition for next year's bike month events and the commission discussed making the ride longer next year.

Mr. Lamb inquired about the Marbles Museum rodeo event that occurred. Mr. Nevill responded that the event revolved around improving bicycle skills in children but that he did not know the number of attendees.

Mr. Lamb stated this was the first time the pit stops for the bike to work day event expanded to three locations and was met with enthusiastic response.

The commission discussed the amount of increased activities and community awareness during bike month for bicyclists. Mr. Dayton stated that a monthly ride should occur similar to the Tour de Cure ride with a different Commission partner. Mr. Wiggs noted that the Tour de Coop now had a bicycle option.

Mr. Nevill inquired about the staff tables that were set up at the farmer's market and at Artsposure. Mr. Lamb stated that the table at Artsposure received a lot of positive feedback from citizens regarding bicycling and recommended that the table become a yearly event.

Mr. Howe expressed interested in the Commission continuing to stay in contact with the contacts made from the bike month events to increase event promotion and participation. Mr. Wiggs inquired as to how the feedback was received from the bike events about the bike plan update. Mr. Lamb responded that there were sheets for people to fill out to request the information they wanted and provide comments regarding cycling in Raleigh.

Work Plan Update: Mr. Lamb reviewed an updated the draft work plan with the Commission. After discussion by the Commission of a number of potential edits, Mr. Howe suggested that the Chair and the committee chairs meet with staff in order to identify the key initiatives for the committees and update the work plan accordingly to include items from the City's strategic plan. After additional discussion, Mr. Dayton asked commission members to look over the work plan with their committee chairs and members so that the work plan can be finalized before the next Commission meeting and forwarded to the City Council.

#### **VII. Announcements**

Mr. Wiggs announced that Berger Hardware is hosting bicycle races on the Dorothea Dix campus on June 7<sup>th</sup>, June 14<sup>th</sup> and June 21<sup>st</sup>. Mr. Wiggs added that on May 19<sup>th</sup> Broughton High School was having a bike to school day event.

Mr. Dayton announced that the Raleigh Historic Development Commission is planning to have a bicycle ride on July 11<sup>th</sup>.

Mr. Lamb announced that the City's draft complete streets policy will be discussed at the June 2<sup>nd</sup> City Council meeting.

With no further business, the meeting was adjourned at 7:45 pm.

Respectfully submitted,  
Teresa Young