

# 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. Education/Encouragement – letter to business re: drive-through windows
      - ii. Engineering – 1) Sidewalk Construction Ordinance for Commercial property
      - iii. Evaluation – 1) September 10-15 bike/ped count; 2) Greenway Priorities
    - b. Bicycle Map – presentation to Council
  - IX. New Business
    - a. NCDOT – long term prospects for Evans Street
  - X. Department Reports
    - a. Public Works
    - b. Recreation and Parks
  - XI. Adjourn  
Next Meeting: October 2, 2013

## Items for Future Consideration

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## Board Members

**Chair**

1. Brian Glover

**Chair-elect**

2. Harry Stubbs
3. Patrick Harris
4. Henry H. Robbins
5. Katy Kavanagh
6. John Kenney
7. Gunnar Swanson
8. Liz Brown-Pickren
9. Robert Turner
10. Titus Yancey

**Advisors (non-voting)**

Herb Garrison (ECU)  
Jennifer Smith (VMC)  
James Rhodes (Pitt County)

**Ex-officio**

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

**Staff Liaison**

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

**Engineering Subcommittee**

Gunnar Swanson  
Harry Stubbs  
Pat Harris

**Education/Encouragement Subcommittee**

Liz Brown-Pickren  
Rob Turner  
Katy Kavanagh

**Enforcement Subcommittee**

John Kenney  
Robin Little

**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***

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***(August 7, 2013 Minutes)***

*Action:* For your review and approval.



City of Greenville  
**Bicycle and Pedestrian Commission**  
Summary Minutes  
Wednesday, August 7, 2013 @ 6:00PM  
City Hall – City Council Chambers  
200 West Fifth Street

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**BOARD MEMBERS PRESENT:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Brian Glover, Chair | <input checked="" type="checkbox"/> Harry Stubbs      | <input checked="" type="checkbox"/> Patrick Harris |
| <input checked="" type="checkbox"/> Henry H. Robbins    | <input checked="" type="checkbox"/> Liz Brown-Pickren | <input checked="" type="checkbox"/> Katy Kavanagh  |
| <input type="checkbox"/> John Kenney                    | <input checked="" type="checkbox"/> Gunnar Swanson    | <input checked="" type="checkbox"/> Robert Turner  |
| <input type="checkbox"/> Titus Yancey                   |   |  |

**ADVISORS PRESENT:**

- |  |  |                                     |
|--|--|-------------------------------------|
| <input type="checkbox"/> Herb Garrison | <input checked="" type="checkbox"/> Jennifer Smith | <input 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"/> Lynn Raynor |
|--|---|

**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. Pledge of Allegiance**

**III. Approval of Agenda**

Motion made to approve the August 7, 2013 agenda as presented.

Motion: Gunnar Swanson

Second: Patrick Harris

Motion carried unanimously.

**IV. Approval of Minutes**

Motion made to approve the June 5, 2013 minutes as presented.

Motion: Gunnar Swanson

Second: Henry Robbins

Motion carried unanimously.

**V. Member Announcements**

A. Cotton Country Century Bike Ride starts in Uptown Greenville, 30m, 60m, 90m, and 100m rides. Cottoncountry.org. Fee is approximately \$35.

B. ECU Campus - Met with designers of ECU Bike Master Plan, the City needs to join in this effort. Final draft will be available in about one month.

C. ECU's Parking and Transportation Event at College Hill at the end of August.

**VI. Public Comment Period**

A. Ms. Donna Hall - Voiced concerns regarding pedestrian crossing near hospital, showed pictures from her camera.



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**VII. Advisor (Non-voting) Reports**

- A. Jennifer Smith (Vidant Medical Center/East Carolina Injury Prevention)
1. Connect.DOT has updated their Bicycle Safety Curriculum (Let's GO NC!) [nc.dot.gov/bikeped/safetyeducation/letsگونc](http://nc.dot.gov/bikeped/safetyeducation/letsگونc) (PE Teachers)
  2. ECU has had 2 students die this summer with skateboarding incidents, neither was wearing helmets. Trying to reach this population (college age) for more safety habits.

**VIII. Old Business**

- A. Subcommittee Reports
1. Education/Encouragement - Reviewed letter to financial institutions allowing bicyclists and pedestrians to use the drive thru teller. Discussion ensued. Katy will make suggested changes. Motion made to approve the letter as amended.  
Motion: Liz Brown-Pickren  
Second: Harry Stubbs  
Motion carried.
  2. Engineering – Sidewalk Construction Ordinance for Commercial Property and Roadway Striping Policy - No meeting, will have a report next month. Commission feels like the Roadway Striping Policy is not a priority.
  3. Evaluation - September 10-15 Bike/Ped Count and Greenway Prioritization - National Documentation Project, count dates are 9/10-15. Last year had one count on a weekday and one on a weekend. Recommend two counts, one on weekday and one on 9/7 (due to ECU football game). Harry will do 9/7 at Dog Park from 12-2PM. FROGGS can provide volunteers as well. [Bikepeddocumentation.org](http://Bikepeddocumentation.org)
- B. Bicycle Accommodations on Evans Street (Rob Turner) - Discussed talking with NCDOT, Jaff Cabiness; Mr. Turner will try talking with him. Adding bike lanes to Howell St and S Pitt St.

**IX. NEW BUSINESS**

- A. First Street HC Access and Bike Banks (Rik DiCesare)
- Extends from Pitt St to Summit St. Pilot program for bike corralling. This will be on the street. Reviewing types of bike banks and provided pictures. Will need input from Commission on design and efficiency. Support any structures that are a two point support. A motion was made to change the bike lane striping to sharrows.
- Motion: Liz Brown-Pickren  
Second: Harry Stubbs  
Motion carried.

Liz Brown-Pickren left the meeting at 7:33PM.



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- B. Bike Maps Online  
Bike map is on the GRPD website, [www.grpd.info](http://www.grpd.info). Commission Chair recommended presenting the bike map at the first City Council meeting in September. Lynn Raynor will check into this.

**X. DEPARTMENT REPORTS**

A. Public Works

1. Green Mill Run Greenway - still in right of way acquisition. Hope to take it to City Council in December to approve a bid for construction.
2. South Tar River Greenway - several items are asking for supplemental design elements, trailhead locations, conduit for future surveillance cameras and lighting.
3. Sidewalk contract - looking at additional locations.

B. Recreation and Parks

1. Tar River Study - Lamarco Morrison is working on this project. Goal is engagement of citizens to on river front activity. Consultant selection by 8/29. Will have a minimum of 3 public meetings.

**XI. ADJOURN**

Motion made to adjourn.

Motion: Gunnar Swanson

Second: Patrick Harris

Motion carried unanimously.

Having no further business, the meeting adjourned at 8:00 PM.

Respectfully submitted,

*Laura J. Davenport*

Laura J. Davenport  
Administrative Secretary  
*Recreation and Parks Department*