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**MINUTES**  
**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE**  
**July 2, 2013**

1) Chairman's Report

No Chairman Report, Tim Davis (staff) ran the meeting in Marylynn's absence.

Tim brought the meeting to order at 6:35PM at the Municipal Annex. In attendance committee members: Dave Auble, Alyssa Boxhill (arrived at 6:45), Susan Chapman, Eric Eckl, Mike Levengood, Roger Rinker, Alderman Russell and Bill Smith (arrived at 6:50).

Guest in attendance: Don DeArmon.

Absent: Chairman Hinde, Darius Mark, and State Highway Representative John "JT" Thomas.

- a) Approval of Minutes from the June 2013 with a motion by Mike and seconded by Susan, motion passes 6-0.
- b) New Member Introduction; Committee welcomed new members Susan and Eric to the meeting.

2) Staff's Report

- a) Elect Chair and Vice Chair together at November Meeting. A motion by Eric, seconded by Dave, motion passed 6-0.
- b) Standing Committee Consolidation – five categories were determined:
  - i) Infrastructure
  - ii) Education
  - iii) Recreation and Events
  - iv) Outreach
  - v) Other – as needed\*
  - vi) *Elected Official*
  - vii) *Chairman*
  - viii) *SHA Liaison*

\*Discussion on the "other" category required clarification.

A motion by Dave with a second by Susan to adopt these categories, motion passed 5-1 with Mike not in favor.

- c) Project Update
  - i) Bike Sharing
    - (1) Tim solicited the group to provide names for the public outreach.
    - (2) Kick Off went well on 6/28 and can be viewed at: [http://cityoffrederick.granicus.com/MediaPlayer.php?view\\_id=12&clip\\_id=1762](http://cityoffrederick.granicus.com/MediaPlayer.php?view_id=12&clip_id=1762)
- d) East Street Rails with Trails
  - i) Final Report Due 1st of June

- e) US15 Undercrossing Design
  - i) Interviews of Contractors (3) in two weeks
- f) Five, Five and Five to be submitted for the FNP to use:
  - i) Bicyclists:
    - (1) Ride in a straight line, with traffic, as far to the right as is safe.
    - (2) Obey all traffic rules and lane markings.
    - (3) Wear a properly-fitted helmet, designed for bicycle use.
    - (4) If you ride at night, use lights (front and rear) and wear reflective clothing.
    - (5) Use hand signals when slowing, stopping or turning.
  - ii) Pedestrians:
    - (1) Cross only at crosswalks and don't cross between parked cars.
    - (2) Step one foot off the curb or fully enter crosswalk and make eye contact with the driver.
    - (3) Look left, right then left again and keep looking.
    - (4) Always obey traffic signs and signals. Never try to beat the light.
    - (5) Watch your children. Children can't judge a vehicle's speed and distance and need the help of an adult to be safe.
  - iii) Motorists:
    - (1) Be patient; accept that bicycles are legal vehicles on the road.
    - (2) Pass bicyclists with care; when the lane is too narrow to pass safely, wait until it is safe to do so and give at least three feet of clearance.
    - (3) Do not pass a bicyclist and immediately turn right; this is known as the "right-hook" and can kill or seriously injure a rider.
    - (4) Look for oncoming bicyclists when turning left.
    - (5) When parallel parking, look for bicyclists before you open your door.
- 3) Reports of Standing Committees
  - a) We will add East Frederick Rising Update to a standing item
  - b) Projects and Infrastructure – Dave noted that the SUPP Assessment underway
  - c) Advocate Liaison – Pump Track Schedule is as follows:
    - i) Volunteers will be needed between July 22-27th. Interested volunteers may contact FBC in the Clemson Corner Shopping Center: [president@frederickbicyclecoalition.com](mailto:president@frederickbicyclecoalition.com) or call 240-347-0003
- 4) Public Comment:
  - a) Mr DeArmon noted the following:
    - i) Committee may consider
      - (1) a Mission Statement
      - (2) defined priorities
      - (3) further communication more to the local media
      - (4) a Crosswalk Crusade
      - (5) more involvement with Public Safety
- 5) Meeting adjourned at 8:40 with motion by Dave and seconded by Alyssa, motion passed 6-0.

Next meeting: September 4, 2013, 630PM, Annex Bldg.

Respectfully Submitted,

Tim Davis