

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE MEETING MINUTES
Tuesday, October 3, 2017

Attendance included:

Committee Members	Staff	Guests
Bill Smith, Vice Chairman Russell Richardson Shayne Boucher Eric Eckl Roger Rinker Lou Huzella Kelly Russell, Aldermanic Representative	Tim Davis Grace Bogdan	Lou King – Steeplechasers Jeremy Holder – Ausherman Development NAC 11 Facilitators and Residents

○ **Chairman’s Report: Meeting Called to Order at 6:32**

○ **Welcome and Introduction**

Bill Smith, Vice Chairman introduced himself and stated that he would be in charge of the meeting this evening.

○ **Announcements:**

- Bill stated it is time for the yearly Bicycle/Pedestrian counts. Tim has the schedule feel free to sign up.
- City of Frederick officially designated a “Runner Friendly Community” and event can be found on the BPAC website.

○ **Approval of Minutes:**

Motion: Lou moved to approve the September 5, 2017 BPAC meeting minutes.

Second: Russell Richardson.

Vote: 6-0.

○ **Adoption of Public Comment Speaking Times:**

- Shayne stated that he is ok with adopting public comment speaking times so it is consistent with other public bodies.
- Tim Davis stated that there is a public comment speaking time with a set time for an individual and group to allow them to speak for a specific item. There is also a way to set a time for an item on the agenda so there is a limit for which an item is discussed.
- Alderman Russell stated that regarding public comment times that one of the things they do for Planning Commission Workshop is that we take public comment on each item after each item is presented and then at the end of the meeting we have general comments.
- Roger (?) stated that if we allow open ended comments at the end of the agenda he feels it will have no end.
- Alderman Russell stated that if there is a large group, each person has to be given the opportunity to speak. It would be at the Chair’s discretion to make the decision on how much time each individual can speak.

- Alderman Russell asked if Tim could look at some of the guidelines for ideas.
- **Kellerton Development Plan**
- A committee member stated that the H&F Trolley Trail doesn't exist at this time but it is on the master plan.
 - Russell (?) asked for more information on the location of the bike racks. What use they would have at the beginning and end of the trail?
 - Tim Davis stated that the pole size, stop sign and reflectors for that particular crossing will mirror the standards we have established on the Rock Creek Trail.
 - Roger (?) stated that [H&F Trolley route is?] something to think about and it would be great if the county takes their side and extends this to Thurmont.
- **Open Meetings Act – Change in Law**
- Tim Davis stated that the law changed slightly. There has to be someone from each committee to volunteer to be designated trainee for the new law. He asked if someone could please take it so the committee could be in compliance.
 - Alderman Russell urged the committee to take the training so they can get a better understanding of what you can and can't do in terms of having outside discussions and what our public obligations are.
 - Committee Member Lou Huzella volunteered to be the designated committee member
- **Downtown Alley Letter Approval**
- A draft recommendation letter was read into the record.
 - Discussion of the letter and the verbiage.
 - At their October 3rd meeting, with a motion from Mr. Rinker “as amended” and a second by Mr. Boucher, the BPAC voted 6-0 in favor to ask the Mayor to assign staff the following actions toward safe and more livable alleyways:
 - Determine “BMPs” (best management practices) for how to accommodate all users in an alley with 16' of ROW
 - Assess the current conditions of Klineharts, Maxwell, and Chapel
 - Set a plan for improving those alleys
 - Design and engineer the improvements determined to be needed
 - Develop a budget for said improvements
 - Implement determined improvements

Motion: Shayne Boucher made a motion to adopt the statement as written.

Second: Roger Rinker.

Vote: 6-0.

Public Comment:

- Kevin Selner asked the committee to include the statement doing short term urgency, a temporary solution while the study is going on and while the budget is being considered would only relay to the Mayor that we believe this is a big issue.

- Bruce Albaugh stated that at our last NAC meeting the Mayor was in attendance and we spoke about the issues and focusing on pedestrian safety with designated walk ways, crosswalks and signage. We did talk about speed and we let the Mayor know we didn't think it was legislatively obtainable and were looking for something to be done on a more immediate basis.
- Bill stated to add the statement that says: BPAC additionally favors implementation more immediate measures that might mitigate the existing safety concerns.

Motion: Shayne Boucher amended his motion.

Second: Roger Rinker.

Vote: 6-0.

○ **Committee Member Announcements or Comments**

- Russell Richardson stated that he was in Tokyo and there is an amazing bike culture there. Everyone rides on the sidewalks and all the pedestrians are custom to getting out of the way.
- Shayne Boucher stated that he has attended the 2nd meeting for the task force for bike safety. He passed out the minutes from the 1st meeting and also a document that was passed out at the 2nd meeting that briefly talks about bike infrastructure.
- Roger Rinker stated he wanted an appeal for Cranksgiving Riders. They collect food for the community. Food pantries are getting lower. If you have a business group who ride bikes or even if they don't ride but willing to collect food we will pick it up or if you can deliver it on your bike. It is a game where riders go to different grocery stores with \$20 of their own money and collect the food according to a game sheet and then the food goes to Frederick Food Pantry. The stores would give us pallets of food and we heard that some of the grocery stores may no longer participate. We are turning to the community for help. If your church, club, work etc... have food and willing to donate please do so.
- Alderman Russell said thank you to the members of the public who work with us so diligently for a good product. She added that to the best of our ability let's try and go paperless. If you could send an email instead of printing to save paper, let's try to do that.

○ **Public Comment**

- Lou King stated he had some questions and he is very interested in the process that BPAC follows for prioritizing projects. He has heard talk about urgency so his question is how does the BPAC decide what urgency something is of all the things it's heard being discussed? Is there a list? He would like to know the priorities of the BPAC.
- Tim Davis replied due to financial constraints the top priorities are fairly limited. It is the East Street Rails Trail and the completion of the Baker Park Shared Use Path. There are other things that we have made recommendations over time but those two are top priority. East Street kind of morphed into a consideration of a Road Diet and we are

actually meeting at the site tomorrow to walk the corridor to see what kind of Road Diet we can do that would complement the Rail Trail project.

- **Adjourned approximately 7:53**