



DRAFT

**Bicycle/Trails Advisory Committee
Meeting Minutes
January 23, 2017
Chesapeake General Hospital Lifestyles Center
5:00 p.m.**

Voting Members Present:

Chad Triolet
Doug Connolly
Steve Allen
Elizabeth Bell
Aaron Bull
Tammy Hill
Beth Reitz

Voting Members Not Present:

John Arthur
Ava Ryan
Joe Younkin
Laura Fitzgerald

Staff Present/Others Present:

Mark Woodward, Planning Department
Steve Froncillo, Public Works Department
Kevin Kaul, Parks, Recreation, and Tourism Department
John McLarnan, Citizen

The meeting was called to order at 5:05 PM by Chairman Chad Triolet.

Mark Woodward, Comprehensive Planning Administrator for the Chesapeake Planning Department, was introduced as the interim City staff liaison to the committee. Members introduced themselves.

Steve Allen made a motion to approve the minutes of the November 21, 2016 meeting. Doug Connolly seconded the motion and the motion was approved.

Old Business:

Doug Connolly provided a report on the committee's communications efforts. He indicated that he had met with Lizz Gunnufsen, Public Communications Coordinator for the City, about the committee's proposed Facebook page. Doug received good guidance and would like to move forward. A motion was made by Tammy Hill and seconded by Steve Allen to create a BTAC Facebook page. The motion was approved. Doug will commence working on the draft Facebook page, to be reviewed

with the rest of the committee at the next meeting. Aaron Bull suggested that the URL address be made as short as possible for marketing purposes.

There was further discussion about who will administer the Facebook page. Doug mentioned the advice he received from Lizz Gunnufsen that she be given administrator rights to help manage the page to City standards. Aaron Bull offered that there should be other administrators too for backup. He made a motion that the BTAC Chair, Vice Chair, Information Technology Department Public Communications Coordinator, and other BTAC members on a volunteer basis be made Facebook page administrators. The motion was seconded by Steve Allen and approved. Doug mentioned the recent John and Gerald Teeuwen Memorial Ride and Dinner that he attended as an example of content for the Facebook page, along with a link to the Trails Plan. He spoke with Council Member Ritter at the event, who expressed her support for trails. There was discussion of creating a BTAC informational brochure with the Facebook and web page addresses. Mark Woodward offered to develop a draft for review.

Kevin Kaul provided an update on the Parks, Recreation & Tourism (PRT) Department's activities. He reported that PRT Director Mike Barber has agreed for his department to take a larger supporting role in BikeFest 2017, including covering the cost of a banner and other advertising materials. Kevin showed the group the draft BTAC logo that he worked with the Chesapeake Public Schools Print Shop to create, based on the original draft from Chad. The logo was well received and after some discussion, there was consensus to add a kayak image to the logo. Aaron suggested adding the Chesapeake logo (not City seal) to the BTAC logo to better define the locality. A motion was made by Doug Connolly and seconded by Aaron Bull to approve the revised logo. The motion was amended to allow Kevin to edit the original draft logo and send out to BTAC members via email for final approval. The amended motion was approved.

Chad confirmed that BikeFest 2017 will be held on Sunday, May 7, 2017 from 1:00 p.m. to 4:00 p.m. at the Dismal Swamp Canal Trail. He has submitted this information to Josh Fisher, the City's Events Coordinator. With PRT agreeing to serve as a supporting sponsor, the logistics should be streamlined. Chad said that he has approached the Tidewater Bicycle Association for event sponsorship. This will be discussed further at the next BTAC meeting.

New Business:

Steve Froncillo of the Public Works Department provided updates on several trail facilities. The Veterans Bridge path is now open and lighted at night. The Gum Road trail is partially built. Right-of-way issues for other sections are resolved. The improvements to Portsmouth Boulevard from Interstate 664 to the Suffolk line will include a multi-use path on one side, sidewalk on the other side. Efforts to construct the two-phase Commonwealth Railway Trail are still moving forward, but still pending resolution of the right-of-way transfer from the railroad company to the City.

Steve also described the increasing complexity of the Transportation Alternatives funding process. A higher degree of direct benefits and consistency with other plans must be demonstrated. The advisory letter that BTAC has done in the past regarding capital improvement priorities for trails can be useful, but must be more refined and specific, such as cost/benefit analysis by sections. BTAC's most recent prioritization

list has included the South Hampton Roads Trail; Oak Grove Connector; Hanbury/Etheridge Manor; Poindexter Street/Elizabeth River Park; Intracoastal Waterway Trail from Battlefield Boulevard to Centerville Turnpike; and Indian River Road corridor. Kevin Kaul suggested that several departments collaborate on a prioritization strategy. Mark Woodward indicated that such collaboration and prioritization has occurred as far as BTAC advising City Council; however, it was his understanding that Steve needs a greater level of detail on prioritized projects for funding processes. Steve agreed, noting in particular the State Smart Scale process.

Chad led a discussion of Bike Month 2017, noting that he has submitted the event application for May 7th. Typical activities from previous years' events were reviewed. An inquiry was made about inviting bike shops again; however, it was noted that there are not very many left. Aaron suggested searching around some more after the meeting, perhaps send an email asking for help. The retired owner of All About Bikes was mentioned. Tammy asked about the Nutrition Bus. Doug said it might be possible, it is a Chesapeake Public Schools education tool. We would have to cover food costs. Kevin will look into possible funding from PRT. Doug will look into the rental costs. Chad will check on the availability of bike helmets from Schools. Doug will check with Chesapeake Police about Police Bike Patrols. There was discussion of having an event schedule showing times for coordinated rides. Perhaps the Tidewater Bicycle Association or Police Bike Patrols could help lead narrated bike tours. Tammy asked about a Police dog demonstration. Kevin offered to have his Chief Park Ranger contact the Police. Tammy will contact the Fire Department about having some apparatus there. Food trucks were also discussed and Kevin said that he can check with some certified vendors that PRT uses for other events.

The next Parks, Recreation, and Tourism meeting is scheduled for February 2nd. BTAC members are welcome to attend. Kevin will double check on the time and location and advise.

Chad mentioned the need for a proclamation from the Mayor for Bike Month. He said that the process was initiated a bit too late last year. Mark said that he will begin coordinating with the City Clerk's Office for this year's proclamation presentation.

Next Meeting Date – The next committee meeting is scheduled for February 27, 2017.

Adjourn - Meeting Adjourned at 6:25 pm. Doug Connolly made the motion. Steve Allen seconded the motion and the motion was approved.

MHW