



## **WORTHINGTON BIKE AND PEDESTRIAN ADVISORY BOARD**

### **Minutes of the Monday, April 25, 2016 Meeting**

**Members Present:** The members present were Michael Bates, Lawrence Creed, Ann Horton, Emma Lindholm, John Rist, Kelly Whalen and Jeannie Martin (Chair).

City Support Staff present were Darren Hurley (Director) and Celia Thornton (Project Supervisor). Also present was resident Mr. Paul Dorothy (179 Kenbrook Dr.).

The minutes from the March 28 meeting were approved. Mr. Bates asked if the email conversation between Mr. Hurley and him and copied to other members in follow up to last month's meeting would be included in the minutes. Mr. Hurley responded that the minutes only reflected discussions and actions taken at the actual meeting and email and other conversations outside of the meeting would not be included in meeting minutes. Mr. Hurley did note that the email was a public record and that much of what was in the email conversation would be addressed again during the first agenda item on tonight's agenda.

**Follow Up Discussion On Board Roles:** Mr. Hurley covered the following talking points with the board:

- A. Brief Review of Council and Steering Committee Background
  1. Review resolution with duties.
  2. Main objective from Jan retreat I shared: to help implement the recommendations in the document, develop/further assess some of the ideas and concepts that weren't able to be fully baked during the brief one year steering committee process, and to continually update and refine the recommendations to Council, specifically providing priority projects prior to the city's annual CIP process.
- B. Focus & Direction of Board – Inherited set of recommendations from Steering Committee – New ideas and resident requests need to be put into the context of those recommendations – i.e. new ideas should be considered in relationship to existing recommendations in terms of priority.
- C. Approach to Developing Recommendations
  1. Positioning new/existing recommendations so they can be approved/implemented.
  2. Doing legwork such as research, data collection, analysis so recommendations can be acted upon more swiftly by staff and Council.
  3. Recommendations on pace/progress of Council – pushing for more urgency or putting projects into recommended phases.
- D. What Needs "Approval/Authorization"
  1. Certain things the Board can move on/act on that fit in their role – i.e. setting up a booth at a city special event to collect data.

2. Certain things fall within purview of staff/operating budgets/resources and Dept. Directors can make the call to move ahead – i.e. small special event to promote bike safety or directing staff to do some research and report back to the board.
  3. Certain things require resources or philosophical call beyond staff comfort level and require City Manager and/or Council approval to proceed – i.e. the Sunday Parkways event which would consume considerable city resources, have a big impact on various businesses and residents, and be a much higher profile initiative.
- E. Board Members as Liaisons in Community/Attending Regional or Special Interest Meetings – Members may attend but are representing themselves as residents/individuals unless they are confident in overall Boards position (i.e. if a member was at a meeting and someone spoke about the need to have the multi-use trail extended from High Street to the Community Center the board member could site the existing recommendations and state that the Board is in favor of that connection and has it in a plan.)

Ms. Horton asked what the Board's role is in terms of process and approvals. Mr. Hurley indicated that as an Advisory Board they were not officially inserted into processes in terms of approvals or checklists like the Planning Commission or Architectural Review Board. He noted that City Council can send an item to them and request their review and recommendation and that staff was committed to communicating and determining the best point in processes to get Bike and Pedestrian Advisory Board input. As a new board, this would take time for staff to learn the best timing and protocol, but at Council's urging this was a priority and something staff will be diligent about. Mr. Dorothy indicated this had been a challenge in the past citing a couple of examples from prior projects and that members should stay tuned into Council and other City agendas.

Mr. Rist asked for clarification on the memo sent to Council after the Board retreat in January and why that didn't serve as an approval for all the activities listed therein. Mr. Hurley responded that the memo was intended to update Council on the discussions and goals the Board set in the retreat but because the projects varied so much in detail levels and resources needed that it was not intended to be a blanket request for approval or to insinuate that all the activities listed could be assumed ready to fully implement.

Mr. Rist and Ms. Lindholm asked for clarification on the Pedestrian Hybrid Beacon (PHB) education piece which was a part of the approval and was listed as a goal of their sub-committee. What is expected of them and how will they know whether they can move ahead and who to work with. Mr. Hurley indicated that he had requested DLZ, the firm doing the design work for the project, to provide their typical safety education materials to the City and then he would provide those to the Board so they could decide how they would like to add to it to finalize an outreach plan in cooperation with the City's Public Information Office. Mr. Rist asked about the timeline and Mr. Hurley indicated the project would not likely be installed until the fall so we were okay on time for now and that he would monitor DLZ's progress on getting us the information.

Members asked if more updates could be provided in terms of City projects, Council and other Board discussions and initiatives, Departmental initiatives, and other items of interest. Mr. Hurley and Ms. Thornton agreed to work on a format to provide more timely communication. Ms. Martin suggested there be a place on each agenda for on-going updates to ensure they occur as a part of the meetings. Ms. Martin also asked how we could follow up on the visitor requests from the past meetings. Mr. Hurley suggested staff prepare a report on the requests and bring that back to the board so they could decide what, if any, action they would like to take. Mr. Hurley indicated this could be done for the next meeting regarding the Linworth Road request for park access made by Ms. Graffanino. He would also look into follow up on the leash law proposal along the Olentangy Trail made by the visitor at the last meeting. The third one was the sidewalk request for Worthington-Galena Road and Mr. Hurley indicated staff could look at that in the context of what recommendations are already in place in the Steering Committee document and follow up with the Board.

**Safe Routes To School:** Ms. Horton and Ms. Thornton reported on their recent attendance at the Safe Routes to School Conference. Ms. Horton shared a handout illustrating the 8/80 concept which indicates bike and pedestrian facilities should be designed for those 8 years old and 80 years old to ensure maximum community benefit instead of just design for the more experienced bikers and walkers. Ms.

Horton also shared how effective MORPC was in providing resources and there is information on their website. Mr. Dorothy shared there are also NACTO guidelines that are helpful. Mr. Rist asked if links could be emailed out on both to the members. Ms. Lindholm said that Kate Moening, the Field Services Manager for the Safe Routes to School Partnership, would be willing to come to one of our meetings. Ms. Lindholm also shared that Brookside Elementary created a safety plan which is a community plan for the individual school. Members requested that we invite a school official to our next meeting along with Ms. Moening to continue our discussion on Safe Routes to School.

**Other:** Ms. Horton asked for the timing of the 270/23 Crosswalks to be painted. Mr. Hurley indicated he did not know the exact timing but that he would follow up.

Ms. Martin shared that the Old Worthington Partnership is planning an event called Picnic with the Partnership on June 25 from 6-10 p.m. on the streets in Old Worthington. She also shared that her cycling team is planning to coordinate a bike corral as a part of the Green on the Green event in June. She invited any of the sub-committees who would like to be there to collect data during the event to participate. Mr. Rist indicated that due to Mr. Hurley's recommendation to hold off on sub-committee work until the board role discussion this evening, their survey could not be ready that soon. Mr. Hurley indicated that wasn't an issue, this was just an opportunity for anyone interested. There would be many other events this summer to collect data.

Mr. Hurley shared that the request to fill the Board vacancy had been sent in writing to the City Manager's Office and that Council would review the applications, interview a candidate and make an appointment. He was unsure of the timeline at this point.

Mr. Hurley shared that EMH&T, the firm doing the design work on the Northeast Gateway Project, will be coming to the May meeting to overview the project and share bike and pedestrian elements of their design work.

Mr. Hurley shared that DLZ had provided the City Engineer with a draft of the Mobility Study Phase 3. He is reviewing it and will be providing comments back to DLZ prior to presentation to the board. The City is also asking DLZ to move ahead with Phase 4 which is the bicycle component since it should be done in unison with the pedestrian piece which is phase 3.

Ms. Horton inquired about the Park Master Planning process and how it might overlap with Bike and Pedestrian planning efforts. Mr. Hurley indicated that the Parks and Recreation Commission, who is doing the plan, had discussed that and had made the decision to leave trail development and planning to this group. They were only looking at the Olentangy Trail and shorter pathways contained in the parks. Mr. Hurley said staff are cross referencing the plan to ensure consistency. Ms. Horton indicated she was specifically hoping the trail/sidewalk in front of Heischman might be able to be widened and Mr. Hurley indicated he would share that with the Commission.

Mr. Dorothy shared that in terms of level of comfort that reducing speed limits can have a huge impact for a relatively low cost/financial impact. He gave examples and data as to those impacts as you reduce speeds and suggested members advocate for that along certain corridors in the city and possibly as a part of the annual street improvement program. He suggested a board member go along on the upcoming City Council street tour given by the City Engineer to determine which streets will get repaved this year. Mr. Rist indicated an interest in being a part if possible. Mr. Hurley indicated he would inquire and follow up.

Mr. Dorothy suggested the Board consider various low hanging fruit in terms of bike and pedestrian improvements in an effort to have positive impacts in the short term that might create more community engagement and momentum which could influence Council to keep adding resources. He cited speed limit reductions, addition of bike lanes, upping Police enforcement, and other examples as possibilities.

Ms. Lindholm shared that AAA is now including coverage of bikes in their services. She passed out information to those present.

Being no further business, the meeting was adjourned.