



Board Meeting

Friday, March 29, 2018

Held Virtually with Adobe Connect

12:00 noon to 1:00 p.m.

Agenda

- I. Welcome – Role Call**
- II. Review previous action items:**
 - i. Approval of Minutes (Minutes were approved virtually)
 - ii. Approval of Bylaws (Bylaws were approved virtually)
 - iii. Welcome new Board Member – Christine Acosta (approved virtually)
- III. Update: Tampa Bay Commuters Campaign**
- IV. 2019 Summit planning: June 28, 2019 @ UACDC**
Draft Program and Sponsorships
- V. Michael Schwaid Award 2019**
- VI. 2019 Board meeting schedule**
Adjourn

BOARD MEMBER BUSINESS: SURVEY MONKEY RESULTS, JAN 2019

Do you approve of the Board Meeting Minutes from 12/10/2018?

ANSWER CHOICES	RESPONSES
Yes	100.00%
No	0.00%
Abstain	0.00%
TOTAL	

Do you approve of the Bike/Walk Tampa Bay Memorandum of Understanding?

ANSWER CHOICES	RESPONSES
Yes	100.00%
No	0.00%
Abstain	0.00%
TOTAL	

Please vote for Christine Acosta to become a board member of Bike/Walk Tampa Bay

ANSWER CHOICES	RESPONSES
Yes	100.00%
No	0.00%
Abstain	0.00%
TOTAL	



Board Meeting

Monday, December 10, 2018

Tindale Oliver, 1000 N Ashley Drive, #400, Tampa, FL 33602

12:00 noon to 2:00 p.m.

Meeting Minutes DRAFT

Jane Castor, Chair, opened the meeting and everyone was introduced

Action Items

Approval of minutes: A motion was made to approve the minutes of the previous meeting. Seconded and approved.

Board Changes

Carrie Waite has resigned from the Board of Directors. The Board will recognize her efforts at a future Summit.

Christine Acosta has stepped down as the Executive Director of Walk Bike Tampa. She would be interested in serving on the Board, and has submitted her information. A survey monkey will be sent to the Board to vote on her nomination.

Other Action Items

Maintenance of Bike Lanes: Julie has received requests from several citizens for cleaning and maintenance of bike lanes. Many roads are considered “low maintenance”. The See Click Fix app is what the City of St. Petersburg relies on for reported maintenance needs. It creates a paper trail, allows citizens to up-vote issues, and also allows city to track recurring issues. Potholes reported on See Click Fix get fixed by the City of St. Petersburg fairly quickly. City of Tampa mobile app and website can be used for reporting issues. HART also uses See Click Fix, but generally only pertaining to the transit stops. Bikewalktampabay.org has [links](#) for reporting issues to various agencies, however the concern was stated that issue reporting needs to be happen in the moment, as pedestrians and cyclists are less likely to do it after the fact, or remember all the pertinent details. It was suggested to invite Gina Harvey or Joan Rice from Pinellas County to future meetings. Bob Campbell from Hillsborough County has been invited. Mr. Campbell is currently serving as the Chair of Hillsborough Community Traffic Safety Team.

The board voted to create a Maintenance Task Force.

Flatwoods Park: Board member Randy Myhre has expressed concerns about the intersection of Bruce B. Downs and the entrance to Flatwoods Park. Vehicles turning left from the community across the street, to go northbound on Bruce B. Downs get the green light to go at the same time the pedestrians crossing get the walk sign, creating conflicts. It was discussed investigating the possibility of a Lead

Pedestrian Interval (LPI) at that signal and adding a crosswalk on the south side. **William Porth will share the information with Vik Bhide and Milton Martinez at City of Tampa.**

Status of iCan request: Board member Rob Zimprich with the University Area Community Development Corporation (UACDC) is spearheading the effort to bring the iCan training to Tampa. UACDC has the indoor and outdoor space to host the event. They estimated they could have five kids per session, and host five 45-minute sessions per day, hosting a total of 25 kids in a camp.

The UACDC is looking at hosting the camp in June or July. The schedule would be Saturday – Friday (seven days).

The cost to attend the camp is \$8,450 total tuition, plus hotel costs. The UACDC is trying to raise funds before signing a contract. Possible funding sources they are investigating include the Tim Tebow Foundation, Hillsborough County, or the DeBartolo Foundation. It was suggested to also check with the Pepin foundation. Volunteers are being recruited from Well Built bikes and the UACDC, plus USF and parents of the participating children. Lauren Brooks and Gena Torres offered to volunteer.

The target age group for the camp is children with special needs, ages 7 – 17.

Media Study update: Julie, along with Dr. Erin Scheffels and Dr. Lorraine Monteagut, compiled a study of the media reporting of all 94 fatal bicycle crashes in Hillsborough County from the past ten years. CUTR hosted a [webinar](#) about the study. Julie will also be presenting the findings at the Hillsborough BPAC and Livable Roadways in January, as well as a session at the Transportation Research Board (TRB) in Washington DC, and is hoping the paper will be published. She is hoping to do a one-hour workshop with some media reporters. The question was asked if there are media standards for language. The study did not investigate this (NOTE: The Associated Press Stylebook, in a [Tweet](#) Dated December 04, 2018, says accident is acceptable except in cases where negligence can be proven). It was suggested to also reach out to Journalism faculty at USF and the Poynter Institute for Media Studies. **Karen Kress will set up lunch meetings with some transportation reporters.**

Michael Schwaid Award and Ambassador Program: The Schwaid family provides regular donations to the [CUTR Bike/Walk Safety Fund](#). CUTR has used these funds to procure bicycle lights with the hashtag #MichaelOnBicycle, and is creating an Ambassador program for bicycle commuters to give the lights when they spot other bicyclists on their commute who do not have lights, as Michael Schwaid himself used to do. The Ambassador will also give a tip card with info about Michael Schwaid and some safety tips. Jonathan Forbes (Hillsborough BPAC Chair) will be a pilot Ambassador. **Ally Ankudowich with Tindale Oliver offered to be an ambassador, as well as Christine Acosta.**

Agency Updates:

FDOT: Virtual comments open on December 17 for the [five year work program](#). About \$50 million has been programmed for bike/ped improvements in Pasco, Hillsborough and Pinellas counties.

Tampa Downtown Partnership (TDP): Leo Rodgers awarded TDP Urban Excellence award. TDP is working with city and FDOT to get bike/ped counts in downtown. **Gena will share Hillsborough MPO's**

previous counts with Karen. Potted planters will be placed along Jackson Street for added safety. TDP has kicked off its eleventh season of [Do the Local Motion](#). Free bike valet is being offered at most large (free) events. Participation in the valet is growing. The plan for the next step to be fixed bike valet at major sporting events. The Tampa Bay Lightning has bike valet for home games at Amalie Arena but it seems to be small. The two Fix-It Stations downtown are being replaced. The Holiday Lights Bike ride had over 100 attendees, led by FDOT D7 Secretary David Gwynn and Jean Duncan, Director of Transportation and Stormwater Services for the City of Tampa. Working with City of Tampa to test some LPIs.

Westshore: Promoting [Westshore Transportation Action Plan](#). With 104 projects planned, 64 are bike/ped.

Hillsborough MPO: Working on growing the Vision Zero Speakers Bureau. Vision Zero Hillsborough is planning to have a presence at the MLK parade. Announcement of an intersection mural event at Cleveland Elementary school (date announced at Board Meeting was December 16 but postponed until January 12, 2019 due to weather).

Forward Pinellas: Pinellas County was awarded Bronze level Bicycle Friendly Community. Initiating their Vision Zero Action Plan, wants it to be behavior based. Also awarding Complete Streets and Placemaking grants. FDOT has committed one million dollars for Complete Streets projects.

St. Pete: Fare-free increased frequency and re-routing improvements for Looper planned. Central Ave BRT Project with PSTA moving forward. Working on Neighborhood Transportation Plans (neighborhood associations have to vote on the plan). Complete Streets open house to be held Wednesday, Dec 12. Looking at Bike Boulevards in neighborhoods. Looking at e-bikes.

City of Tampa Community meetings for upcoming [Green Spine](#) additions. Motorized Scooter Pilot program to last one year, starting in January, with possible extensions. Spin, Lime, and Clevr are the selected vendors. The scooters must be on the sidewalk, but not allowed on Riverwalk or Bayshore. Riders can't use personal electric scooters, only the rentals. Planned range is Downtown, Davis Island/Hyde Park, and 40th Street up to MLK Blvd. 1800 scooters in 12 square miles. There are issues in other cities with them being left at random spots. Vendors are required them to pick them up and return them to corrals, daily. City is also working on bulb-outs at various intersections.

The meeting was adjourned at 2:00 p.m. Meeting dates for 2019 are forthcoming.

Attendees

BWTB Board

Jane Castor, Chair
Kent McWaters, Vice-Chair (Call-In)
Lauren Brooks (Call-In)
Randy Myhre
J. Steele Olmstead (Call-in)
Rob Zimprich
Quorum Present

BWTB Coalition

Julie Bond, Program Director
Whit Blanton, Forward Pinellas
Lucas Cruse, City of St. Petersburg
Karen Kress, Tampa's Downtown
Michael Maurino, Westshore Alliance
William Porth, City of Tampa
Christine Acosta, Pedal Power Promoters

Demian Miller, Tindale Oliver
Justin Willits, Tindale Oliver
Stephen Benson, FDOT

Peter Hsu, FDOT (Call-In)
Brentin Mosher, Program Assistant

**Bike/Walk Tampa Bay
Advisory Board of Directors
Memorandum of Understanding**

Article I. Name of Organization

The name of this Organization shall be Bike/Walk Tampa Bay (BWTB), a regional coalition.

Article II. Purpose of Organization

Bike/Walk Tampa Bay is a Coalition committed to making bicycling and walking a safe, fun and enjoyable mode of transportation in the Tampa Bay area.

The organization accomplishes its mission by:

- Telling the story of why bicycling and walking benefits everyone in the Tampa Bay area including Hillsborough and Pinellas Counties
- Aggregating bike/ped information and current programs/research to the website: bikewalktampabay.org
- Serving as the regional resource for the five E's – education, enforcement, engineering, encouragement, and evaluation
- Advocating for a culture change: walkable and bikeable communities

BWTB is managed by the BWTB Founding Members with direction from the volunteer BWTB Advisory Board. The Program Director oversees day to day activities supporting BWTB and is not a voting member.

Article III. Advisory Board of Directors

The Bike/Walk Advisory Board of Directors serves in an advisory capacity and provides direction for the BWTB coalition. Bike/Walk Tampa Bay board members are volunteers and serve in this capacity.

A. Board members:

1. New members of the Board shall be voted on by the Board of Directors.
2. The advisory board will consist of the following:
 - A. Eleven members: Two members from each TMO area (New North Transportation Alliance, Tampa Downtown Partnership, Westshore Alliance and St. Petersburg Downtown Partnership), one university/college student, and two at large members.
 - B. Board members will be nominated by the Board of Directors or Ex-Officio members
 - C. Ex-Officio members will be non-voting members from:

1. FDOT D7 – One member
2. Hillsborough MPO – One member
3. Pinellas County MPO – One member
4. New North Transportation Alliance – One member
5. St. Petersburg Downtown Partnership – One member
6. Westshore Alliance – One member
7. Tampa Downtown Partnership – One member

3. They become members by invitation.
4. They will not receive compensation for their services.
5. They serve only in an advisory capacity.
6. Each Board member shall serve a three-year term and may serve a maximum of two terms, for a total of six years.

B. Privileges and Responsibilities of Membership:

1. Voting: Each member is entitled to one vote on any actions the board takes such as letters of support. A quorum will consist of one-half of the voting membership.
2. Privileges: Each member shall be entitled to acknowledgement of their affiliation with the organization to the public.
3. Participation: Each member shall be entitled to participate in all organizational events.
4. Responsibilities: Each member shall attend board meetings and serve as spokespersons on request. There may be other committee opportunities as assigned by the Chair.

Article IV. Membership Meetings

- A. The business meetings of BWTB will be held no less than quarterly as determined by the board in various locations. Notification of meetings shall be made 30 days prior to each meeting.
- B. The Chair of the organization may call other meetings.
- C. Quorum: At all meetings of the organization, a quorum shall consist of the members. (quorum = one half + 1)

Article V. Officers of the Advisory Board

- A. Titles:
Bike/Walk Tampa Bay shall have the following officers elected from the current membership:
 1. Chair
 2. Vice Chair
 3. Miscellaneous Officers (e.g. prior Chair)

- B. Qualifications:
 - 1. The Chair shall have been elected by the Board and serve for a minimum of one year and be eligible for re-appointment for up to ten consecutive years.
 - 2. The other officers will be elected by the Board.
- C. Duties of Officers:
 - 1. The Chair shall preside at all meetings and be responsible for appointing all standing, special, and ad-hoc committees and shall perform such other duties as usually required of this office. The Chair of the organization shall be an ex-officio member of all committees.
 - 2. The Vice Chair shall act in the absence of the Chair in all capacities as listed above and shall assist in conducting the business of the organization.
- D. Terms of Office:
 - 1. Officers shall be elected at one of the regular meetings or by online voting. Each officer shall serve a three-year term and may be appointed consecutively to the same office for an additional three-year term.
- E. Vacancies and Removal:
 - 1. A vacancy in the office of the Chair shall be filled by the Vice Chair unless he or she is unable to serve, at which time the vacancy shall be filled by election of the members by a majority of votes cast. A vacancy in the office of the Vice Chair shall be left vacant with the Chair delegating the duties of that position.
 - 2. Any officer, including the Chair, may be removed from office or suspended from office by a vote of two-thirds of the members at a regular meeting. Removal or suspension may be with or without cause. The person under consideration shall be given an opportunity to be heard at the meeting with sufficient notice of the proposed removal or suspension, the person under consideration shall not be counted in determining the presence of a quorum nor whether the required two-thirds vote has been obtained. Upon a vote of removal or suspension of the Chair, the Vice Chair shall preside at the meeting.

Article VI. Committees

- A. The Chair, subject to the approval of the organization, shall appoint such standing, special, or ad hoc committees as may be required by the bylaws, as he/she finds necessary. Committee Chairpersons shall be appointed by and responsible to the Chair.
- B. A vacancy in a Committee Chair position shall be filled by appointment of the Chair of the organization with input from the outgoing Chair.

Article VII. Parliamentary Authority

The rules contained in Robert's Rules of Order, Revised, shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the bylaws or the special rules of order of the organization.