



**WinFred MPO Bike and Ped Advisory Committee Meeting Minutes
 Frederick County Government Offices – First Floor Conference Room
 Monday, January 9, 2023 at 1 p.m.**

Committee Members and Attendance					
✓	Kayla Peloquin		Barry Schnoor		Staff
✓	David Ray	✓	Eric Fitzpatrick	✓	Amanda Kerns
✓	Chris Konyar	✓	Justin Kerns		
✓	Jon Turkel	✓	Brad Reed		Other Attendees
	Amy Garbarini				Shane McCabe, VDOT
					Will Cockrell, EPR-PC
					Amanda Poncy, EPR-PC
					Alex Flannigan, City of Winchester

1. Administrative Items

- a. Adoption of Agenda – Prior to adoption of the agenda, Ms. Kerns recommended adding an action item to Item 4, Priority setting. Ms. Kerns requested the Committee vote to begin development of an RFP for Bikeshare providers. Mr. Reed made a motion to adopt the agenda as amended. The motion was seconded by Mr. Konyar. Motion carried.
- b. Review and approval of minutes – 10/24/22 – Motion to approve was made by Mr. Kerns; seconded by Mr. Konyar. Motion carries.

2. Public Comment Period – Ms. Kerns introduced invited guest Alex Flanigan with the City of Winchester to the Committee. Ms. Flanigan introduced herself and shared her interest in Committee participation.

3. Winchester Bikeshare Presentation – Will Cockrell, EPR-PC

Mr. Cockrell presented the findings of Phases 1 and 2 of the Winchester Bikeshare study. The presentation included an overview of basic bikeshare attributes, the difference between docked and dockless systems, a preliminary station implementation plan, potential infrastructure improvements, and an overview of the Danville system and system operator, Tandem Mobility. The presentation focused around the fact that a bikeshare program can be scaled up or down to meet community needs and goals. It also provided info on how tourism/recreation-based programs are typically the most successful and can be expanded to include commuter connections as the program grows in use and popularity.

The presentation led to a robust discussion on the City's preparedness for and support of implementation of a program. Topics included:

- The lack of existing bike racks located in and around the City.
- Considerations for connectivity with schools during the public engagement process
- Helmet requirements
- Inclusion of kids bikes and age restrictions for riders
- Goals of program implementation at varying levels of service

Ms. Peloquin called for a motion to move forward with RFP development to identify a bikeshare provider. After further discussion, multiple members indicated they would like to speak with city officials to assess support and review the goals for establishing the program. Mr. Konyar stated he had a preliminary conversation with Tim Youmans, City of Winchester Planning Director, and invited him to the February meeting. The motion was tabled until the Committee can assess and identify clear program vision and goals.

4. Priority Setting – Infrastructure map, February meeting presentation, and RFP development.

Ms. Kerns followed-up on the request to develop an infrastructure map by stating she would send data requests to VDOT, and both the City and County for planned or approved developments.

Based on the bikeshare discussion, the Committee agreed to forgo ordinance presentations from localities and focus the discussion strictly on bikeshare program goals.

RFP development discussion and action was tabled until the February meeting.

5. Upcoming Meeting Schedule

- a. Bike and Pedestrian Advisory Committee: February 13, 2023
- b. Project Steering Committee: TBD
- c. Technical Advisory Committee: February 7, 2023
- d. Policy Board: February 13, 2023

6. Other Business – None Reported

7. Adjournment – Mr. Reed made a motion to adjourn; seconded by Mr. Kerns. The meeting adjourned at 2:17p.m.