



THE LOUIS BERGER GROUP, INC.

1001 Wade Avenue, Suite 400, Raleigh, North Carolina 27605
Tel (919) 866-4400 Fax (919) 755-3502 www.louisberger.com

Memo

To: Janet Holland, AICP, CZO
City of Wilson

From: Jennifer Lewis, AICP, EI
The Louis Berger Group, Inc.

CC: Scott Lane, AICP, GISP
The Louis Berger Group, Inc.

Dennis Patton
Jim Bradshaw, AICP
Upper Coastal Plain Council of Governments

Date: Wednesday, November 14th, 2007

RE: City of Wilson Bicycle Plan Steering Committee Meeting No. 1

The first Partner Meeting for the City of Wilson Bicycle Comprehensive Plan was held on Wednesday November 14th, 2007 at 4PM in the City of Wilson Operations Center Conference Room A. A total of **x attendees** were present. Following a call to order by Janet Holland (City of Wilson), Rodger Lentz, Planning Director, began the meeting by welcoming everyone and providing some context for the Wilson Bicycle Plan. He explained that the City has already prepared a Pedestrian Plan, which identified nearly \$7 million of pedestrian projects for the City. While the City cannot afford to construct so many projects immediately, the City can begin to consider inserting the projects into plans for future capital investments. Rodger predicts that similar to the Pedestrian Plan, the Bicycle Plan will identify many projects, and that not all of them will be constructed immediately. In spite of this, he stated that both plans are the necessary first steps to taking action to make the City more bicycle- and pedestrian-friendly, and thus improving the overall quality of life in Wilson.

After Rodger's welcome, Janet led the group through introductions. Each introduced themselves and gave their affiliation with the Wilson area and stated their interest in being involved with the Bicycle Plan. Janet began by describing the Department of Planning and Development, and noted that the Plan will not sit on the shelf. Participants also discussed some of their motivations for serving on the Partner Committee and their hopes for the Plan, some of which are as follows:

- See more bike riding in the City
- Create options to car and alternative transportation
- Make bike features work from an engineering perspective
- Follow-up to Pedestrian Plan to make Wilson more bike-able and walkable
- See more children (and grandchildren) biking
- Educate people about safe bicycling
- Improve people's health
- Make streets and cycling safer with more traffic
- Make biking and mountain biking more popular
- Get businesses and contacts involved in promoting cycling
- Consider everyone – all ages – as part of plan

Next Jennifer Lewis, with the Louis Berger Group, Inc., led the group through a discussion of the purpose and requirements of the Bicycle Plan as well as the proposed overall schedule for the

Plan and the Partner meetings. The Plan is proposed to be completed and approved by City Council no later than October 2008, but if possible will be finished beforehand. Partner Meetings are tentatively scheduled for the following months to discuss the following items:

Meeting 1: November

Introductions

Vision and Goals

Meeting 2: January

Existing Conditions

Project Recommendations

Working Paper No. 1

Meeting 3: March/April

Priorities

Working Paper No. 2

Meeting 4: May/June

Draft Plan

Meeting 5: July/August

Final Draft Plan

Jennifer also asked participants to think about other groups that should be included in the planning process through focus group meetings. Rodger recommended creating a focus group of high school, middle school, and college students. Another participant suggested contacting members of the business community.

After this discussion, Jennifer then gave a presentation on the laws relating to bicycling in North Carolina and the City of Wilson, and the various types of bicycle facilities that should be considered when preparing a Bicycle Plan. The presentation is contained in Attachment 1. Bicycle facilities that she reviewed were: greenways/shared use paths, bicycle lanes, wide outside shoulders, wide outside lanes, sharrows, and various styles of bicycle parking. Each facility has its benefits and constraints, which will be considered carefully as recommendations are generated for the City of Wilson Bicycle Plan. Jennifer reminded the group that the Bicycle Plan will contain recommendations for all types of facilities, on-road and off-road, as well as supporting facilities like bike racks and bike racks on buses.

Next, Jennifer led the group through a discussion of their vision for the Bicycle Plan. Each participant was asked to state what they hoped would result from the Plan. The results of this discussion will be the basis for the vision and goals section of the Plan. The following items were identified during the discussion:

- Create people-friendly and kid-friendly, attractive places to ride
- Promote bicycling as an alternative form of transportation and increase the usage of alternative transportation in the City
- Emphasize an awareness of bicycling as transportation, and provide safe facilities for those who use bicycling as transportation
- Promote environmental awareness
- Develop mutual respect between cars and bikes
- Create a safe environment for cycling
- Educate the non-riding public
- Fix safety "hot spots"
- Provide infrastructure and signage/markings that are compatible for a bicyclist
- Improve bike-related facilities – bike racks, signage, bike racks on buses
- Improve intersections (sensitivity at lights)

- Improve connectivity and increase linkages for more convenient cycling
- Provide a variety of facilities
- Increase connectivity of neighborhoods
- Develop a network to link destinations and increase convenience
- Communicate existing safe routes through a compatibility/suitability map or similar
- Design a variety of routes based on skill levels
- Provide for ancillary facilities, such as bike-on-bus racks
- Incorporate attractions in bicycle routes
- Engage businesses and use as a marketing tool for the City
- Educate for safe riding
- Develop a helmet program
- Address bike registration and its potential
- Recommend the re-use of confiscated bikes
- Combine greenways with bikes
- Focus infrastructure around schools for students, especially in light of recent safety issues
- Promote using bicycling for necessity trips (such as to the grocery store)

Last, participants were given maps of Wilson and asked to identify places where people can currently bicycle, including major generators (such as residential neighborhoods) and attractions/destinations (such as Starbucks or a park). Participants then identified on the maps current routes for bicycling, and those routes that, with improvement, could be used for cycling in the City. Following a brief discussion of the maps, Janet suggested that the fourth Wednesday of every month be the designated day for the Partner Meetings. Others generally agreed, and it was then announced that the next meeting is tentatively scheduled for **January 23, 2008 at 4PM.**

The meeting was adjourned at approximately 7PM.