

**MINUTES**

On October 16, 2017, the Amarillo City Pedestrian and Bicycle Safety Advisory Committee met at 11:00 a.m. in the Simms Municipal Building, 808 S. Buchanan St., Room 208, for a Regular Meeting.

ATTENDANCE:

<b>MEMBERS</b>	<b>PRESENT</b>	<b>NO. MEETINGS HELD SINCE APPOINTMENT</b>	<b>NO. MEETINGS ATTENDED</b>
Joe Chris Rodriguez	No	10	4
Tim Ingalls	Yes	10	9
David Szmagalski	Yes	10	10
Austin Collins	No	10	4
Stephen Hayward	Yes	9	8
Ed Commons	Yes	9	9
Steve Rogers	No	7	5
Howard Smith	Yes	3	3

City of Amarillo staff members attending were:

Kyle Schniederjan	City Engineer, Capital Projects & Development Engineering
Gary Holwick	MPO Director, Urban Transportation Planning
Michael Padilla	Traffic Field Superintendent, Traffic Field Operations
Courtney White	Assistant City Attorney, Legal Dept.
Michelle Ramirez	Recording Secretary, Traffic Field Operation

ITEM 1: Call to Order. Committee Chairman Ingalls established a quorum and called the regularly scheduled meeting of the Amarillo City Pedestrian and Bicycle Safety Advisory Committee to order at 11:00 a.m.

ITEM 2: Review of Minutes from Last Meeting.

Committee Member Commons made a motion to approve the minutes of the September 18, 2017, meeting. Committee Member Hayward seconded the motion, and motion carried unanimously.

ITEM 3: Open Meetings Act Presentation by Courtney White, Assistant City Attorney.

Courtney White, Assistant City Attorney, liaison to the Pedestrian and Bicycle Safety Advisory Committee, gave a presentation on the Open Meeting Act. She went over the rules and requirements for meetings of a governmental body, which includes all of the city boards and committees. She stated that additional resources are available in the City Attorney's office, the Texas Attorney General's website under the Open Meetings Handbook or the Attorney General's Open Meetings Training Video, or the Texas Municipal League website.

ITEM 4: Update on a Work Session with City Council to recommend revisions to the resolution establishing the Amarillo City Pedestrian and Bicycle Safety Advisory Committee including a revision of the name of the committee and revisions to Section 2 expanding the scope of recommendations the committee may consider. Members discussed their meeting with Jared Miller, City Manager, concerning the revisions to the resolution establishing the committee and expanding the scope of the committee. Councilmember Hayward questioned the purpose of the meeting and why the entire sub-committee, which was appointed at a previous meeting to recommend the revisions to the resolution, was not included in the meeting with the City Manager.

Mr. Schniederjan stated that the Mr. Miller requested a meeting with representatives of the committee to review the revisions prior to presentation to the City Council. Mr. Schniederjan said that Timothy Ingalls, Chairman of the Pedestrian and Bicycle Safety Advisory Committee, and Steve Rogers, Chairman of the Traffic Advisory, and he met with Mr. Miller. They discussed the interaction and overlap of the scope of the committee and the Traffic Advisory Board. Mr. Miller stated he had no problem with the name change and expanding the scope of the committee, other than the reference to traffic infrastructure. He said major traffic infrastructure would best be addressed by the Traffic Advisory Board. He recommended removing reference to traffic infrastructure in Section 2 of the request.

Members discussed what procedures other cities in Texas used to integrate bicycle concerns and infrastructure. Mr. Schniederjan said he would research methods other comparable cities used. Chairman Ingalls expressed concern on the long-term ability to implement significant changes to promote pedestrian and bicycle transportation.

Committee Member Hayward made a motion to schedule another meeting for the subcommittee members with Mr. Miller. The subcommittee members are: Timothy Ingalls, Ed Commons, and Stephen Hayward. Committee Member Commons seconded the motion, and motion carried 3-1, with Councilmember Smith voting no.

ITEM 5: Update on Scheduling and Funding a Road Diet Workshop with the Federal Highway Administration. Chairman Ingalls stated that the Share the Road organization has agreed to pay the expenses of the Road Diet Workshop presenters, and he requested the city provide a meeting room. A tentative date of February 1, 2017, was agreed upon. Further discussion was postponed to a future meeting.

ITEM 6: Update on Pedestrian and Bicycle Safety Concerns in the Mrs. MD Oliver-Eagle of Plemons Subdivision on Harrison Street and Tyler Street. The discussion on pedestrian and bicycle safety concerns in the Mrs. MD Oliver-Eagle of Plemons Subdivision on Harrison and Tyler Streets was postponed to a future meeting.

ITEM 7: Public Forum

There was no comment from the public. Members agreed that the next scheduled meeting would be at 11:00 a.m. on November 13, 2017, in the Simms Municipal Building in a meeting room to be determined. The following were suggested agenda items for the next meeting:

1. Update on how other cities integrate bicycle concerns into infrastructure.
2. Update on the meeting with Jared Miller, City Manager.
3. Update on the pedestrian signal on South Coulter near John Stiff Park.
4. Update on the crash reports of fatality accidents on N.E. 24<sup>th</sup> Avenue and the Fritch Highway and on South Coulter south of Loop 335.

ITEM 8: Adjournment. There being no further business, Committee Member Hayward moved to adjourn the meeting. The motion was seconded by Committee Member Commons, and the meeting adjourned at 12:30 p.m. This meeting was recorded and all comments are on file with the City Traffic Engineering Department.

  
[Name], Chairman

ATTEST:   
[Name], Board Secretary