



TRANSPORTATION SAFETY & ADVISORY COMMISSION

CITY OF HARRISONBURG, VIRGINIA

TO: Transportation Safety & Advisory Commission Members

FROM: Brad Reed, Transportation Planner

DATE: Wednesday, November 7, 2012

RE: Transportation Safety & Advisory Commission Agenda for Wednesday, November 14, 2012

The Transportation Safety & Advisory Commission will meet on Wednesday, November 14th, 2012 at 8:30AM in **Room 205 at the City Municipal Building, 345 S. Main St.**

Citizens are always provided the opportunity to voice their views/concerns about any item before the Commission. It is the policy of the Commission to move the agenda item to the beginning of the meeting when citizens attend Commission meetings to avoid detaining him/her for the entire meeting; however, any citizen is welcome to stay for the entire meeting.

Welcome

New Business

- 1. Request for support of school zone lights at Thomas Harrison Middle School – Brad Reed**
- 2. Resignation of Paul Johnston from Bicycle & Pedestrian Subcommittee – Thanh Dang**
- 3. Request for approval of new Bicycle & Pedestrian Subcommittee duties, terms, and new member application – Thanh Dang**
- 4. Maryland Avenue neighborhood complaint – Len Van Wyk**
- 5. Request for convex mirror on West Water Street at Bank of America alley – Brad Reed**

Other Business/ Announcements

Adjourn

**Application for
Harrisonburg Transportation Safety & Advisory Commission's
Bicycle & Pedestrian Committee**

Name: _____ Date: _____

Address: _____

Phone Number: _____ Work: _____

Employment/Volunteer Work Information

Current (or most recent employer/Volunteer Organization) Company:

Your Position: _____

Duties: _____

Education Information

High School: _____

College: _____

Major/Minor/Specialty Study: _____

Are you subscribed to the City's Bike-Ped Email List? (circle) Y/ N If no, would you like to be? Y/ N

How many Bike-Ped Subcommittee meetings have you attended in the last 12 months?

Please indicate below why you wish to serve on the Bicycle & Pedestrian Committee, or list any other information that may indicate your interest in an appointment by the Transportation Safety & Advisory Commission. Attach additional pages or write on back, if needed.

Harrisonburg Transportation Safety & Advisory Commission's Bicycle & Pedestrian Subcommittee

- The Bicycle & Pedestrian Subcommittee is an advisory with the following duties:
 - To advise city staff and Transportation Safety & Advisory Commission on bicycle and pedestrian related matters,
 - To assist in implementation and achieving the goals of the City Bicycle & Pedestrian Plan,
 - To work with the City to achieve safe bicycle and pedestrian connectivity for all citizens,
 - To solicit input and feedback from community members and local advocates on bicycling and pedestrian matters,* and
 - To serve as the body through which the update of the City Bicycle & Pedestrian Plan takes place (approximately every five years as the Comprehensive Plan is updated).

*Note: The Bicycle & Pedestrian Subcommittee is advisory and not an advocacy group

- Membership:
 - 5 citizen members, at-large.
 - Members selected by TSAC by application and will be invited by the TSAC Chairperson.
 - Members to represent a diverse cross-section of the bicycling, pedestrian, and non-motorized transportation community.
 - The Chairperson will be selected by the Subcommittee members at the beginning of each term.
- Terms
 - Members shall have three-year terms. These terms will be staggered in a 2-2-1 format, so that two positions will expire one year, another two positions the next year, and the fifth position on the year after that.
 - Terms shall be from January 1st to December 31st. Persons appointed to fill unexpired terms or partial terms shall serve from the date of appointment until December 31st of that term. Members shall serve until their replacement is appointed.
 - Members whose term is expiring may reapply.
 - Applications for expiring terms shall be available on/around October 1, applications due on/around November 1, TSAC to review applications at December meeting and may vote at their December or January meeting.
- Meetings
 - Meetings every two months, starting with January.
 - Meetings will be open to the public and public attendance will be encouraged. Encourage Parks & Recreation, Planning & Community Development, Harrisonburg Police, James Madison University, Eastern Mennonite University, and Rockingham Co. representatives to attend meetings.

- A quorum shall be a majority of the voting members. A quorum must be present before any vote is taken.
- Meeting agendas and summaries will be submitted to TSAC and emailed to the City Bike-Ped email group.
- Meeting summaries will be posted also online at <http://www.harrisonburgva.gov/bicycle-pedestrian-summaries>

Last Updated: DRAFT October 17, 2012

**Harrisonburg Transportation Safety & Advisory Commission's
Bicycle & Pedestrian Subcommittee**

- Duties of Bicycle & Pedestrian SubcommitteeThe Bicycle & Pedestrian Subcommittee is an advisory group with the following duties:
 - To advise city staff and Transportation Safety & Advisory Commission on bicycle and pedestrian related matters,
 - To assist in implementation and achieving the goals of the City Bicycle & Pedestrian Plan,
 - ~~To work~~ work with the City to achieve safe bicycle and pedestrian connectivity for all citizens,
 - To solicit input and feedback from community members and local advocates on bicycling and pedestrian matters*, and
 - To serve as the body through which the update of the City Bicycle & Pedestrian Plan takes place (approximately every five years as the Comprehensive Plan is updated).

*Note: The Bicycle & Pedestrian Subcommittee is advisory and not an advocacy group.

- Membership:
 - ~~5 citizen members, at-large. Additional membership may be considered by the Subcommittee and TSAC.~~
 - ~~1 member from TSAC.~~
 - *○ ~~4 citizen members, at large.~~
 - Members selected by TSAC by application and will be invited by the TSAC Chairman.
 - Members to represent a diverse cross section of the bicycling, pedestrian, and non-motorized transportation community.
 - The Chairperson will be selected by the Subcommittee members at the beginning of each term.
 - ~~Chairman of the Subcommittee will attend monthly TSAC meetings.~~
 - ~~Term Limits to be determined by the Subcommittee if desired.~~

- Terms
 - Members shall have three-year terms. These terms will be staggered in a 2-2-1 format, so that two positions will expire one year, another two positions the next year, and the fifth position on the year after that.
 - Terms shall be from January 1st to December 31st. Persons appointed to fill unexpired terms or partial terms shall serve from the date of appointment until December 31st of that term. Members shall serve until their replacement is appointed.
 - Members whose term is expiring may reapply.
 - Applications for expiring terms shall be available on/around October 1, applications due on/around November 1, TSAC to review applications at December meeting and may vote at their December or January meeting.

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- Meetings

- Meeting ~~every two months, starting with January. frequency to be established by the Subcommittee, but suggested to start at every two months.~~
- Meetings will be open to the public and public attendance will be encouraged. Encourage Parks & Recreation, Planning & Community Development, Harrisonburg Police, James Madison University, ~~and~~ Eastern Mennonite University, and Rockingham Co. representatives to attend meetings.
- A quorum shall be the majority of the voting members. A quorum must be present before any vote is taken.
- Meeting agendas and summaries will be submitted to TSAC and emailed to the City Bike-Ped email group.
- ~~Meeting summaries will be submitted to TSAC.~~
- Meeting summaries will be posted also online at www.harrisonburgva.gov/bikeped <http://www.harrisonburgva.gov/bicycle-pedestrian-summaries>

Last Updated: DRAFT October 17, 2012

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Last Updated: August 6, 2010

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