

Medina County Bicycle Transportation Task Force
May 3, 2018
Medina County Administration Building

Meeting Minutes

Attendance

Present were: John Gladden (Medina County Park District), Debra Hallock (guest), Mara Hornstrom (Medina area representative), Roger Hornstrom (Medina area representative), Deborah Katz (guest), Lynne Nawalaniec (Century Cycles), Judy R. (guest), Keith Rasey (Bicycle Blessing for Safety), Tony Ratejczak (NOACA Bicycle and Pedestrian Advisory Committee Medina County representative), Tom Ries (Wadsworth area representative), Katie Sieb (NOACA), Co-Chair Beth Schnabel, Co-Chair Tim Smith, and Suzanne Swain (Friends of Medina Parks).

Call to Order

Tim called the meeting to order at 11:34 a.m. and asked John to record minutes.

Approval of Minutes

Minutes of the April 5 meeting were approved.

Old Business

Suzanne introduced Debra and Deborah, who have been assisting her with the process of applying for non-profit status for Bike Medina County. Debra shared there is an "E-Z" form that simplifies the application procedure, but given the backlog at the IRS, final approval could take up to two to three months. However, she said there is a process by which an organization may go ahead and open a bank account and conduct business while the application is being processed. The only restriction is that donations are not legally tax-exempt until the application for non-profit status is approved.

Suzanne noted the application will require the group to, among other things, adopt a mission statement, as well as name a president, secretary and treasurer. Beth will e-mail group members with a call for nominations for officers and compile a ballot for the next meeting. Tony will research mission statements, reading back through Bike Medina County documents for applicable language.

Tim noted a fellow member of the Brunswick Optimist Club is a retired IRS agent. Tim is willing to ask him to review Bike Medina County's application before it is submitted.

Mara asked if there was an application fee. Suzanne reported fees to the state and IRS could total up to \$500. Tim made a motion to approve payment of fees up to that amount. Keith seconded. Motion approved by unanimous vote.

Katie reported the new Medina County bike map is at the printer, but a paper shortage has delayed delivery until approximately May 22. Century Cycles has agreed to receive the delivery and store any maps that are not immediately distributed. Katie passed around a sign-up sheet to ask for volunteers to help get the maps to various locations around Medina County. Katie will contact these locations in advance to make sure they wish to receive a supply of maps. Beth proposed using the task force's next meeting on June 7 as a date to distribute the maps to volunteers. Katie will let the committee know when the printer confirms the delivery date and coordinate delivery to Century Cycles with Lynne. NOACA will issue a news release to the media about the publication of the new maps.

Debra invited Bike Medina County to distribute maps and information at two upcoming events in Medina -- the May 26 Civil War encampment at Spring Grove Cemetery, and the Park and Pool at Memorial Pool July 5-6. She expects large crowds at both events and bike transportation is being encouraged for visitors to the Civil War encampment to help alleviate traffic and parking concerns. Beth will send out an email asking for volunteers to staff a Bike Medina County table at the Civil War encampment.

Katie noted a portion of the Cuyahoga County bike maps are printed on regular paper, in addition to those printed on the more expensive waterproof paper preferred by cyclists. The paper maps are distributed at large public events where there is a significant likelihood that people will take them and then just throw them away. She said Medina County could look into doing something similar for future printings.

Kristine has updated the Bike Medina County website with information for this year's Lake to Lake Harvest Ride. It's hoped online registration will be available via PayPal by June 1.

Beth reported the Medina Board of Realtors is awaiting confirmation of Bike Medina County's non-profit status before awarding a grant to the group. The grant is estimated to be between \$1,000 and \$2,000.

Beth asked for feedback on the Bike Medina County table at Earth Day. All who attended thought it was a positive experience. Lynne noted from her work at the Century Cycles table that beginning cyclists frequently ask where to access local trails. John said the park district is working on a brochure that would show park district cycling trails.

Debra and Deborah left the meeting at about 12:15 p.m.

New Business

Beth shared information from Cincinnati-based bicycle lawyer Steve Magas regarding three-foot signs. Steve advises communities to choose a sign design that works for them, rather than wait for anything official from the state or others, and to choose a bright color. Beth passed around several design examples. She has researched sizes and prices with a couple of manufacturers. Beth has found a company called Smart Signs that can provide 40 24-inch by 18-inch signs for \$948, plus \$140 for shipping. More discussion is needed to reach a consensus on color and design.

Beth reported Murray Van Epp is still willing to make a donation for signage, if he can make the donation to Friends of Medina County Parks and if it can be earmarked to be used only for bike safety signage.

Judy left the meeting at 12:34 p.m.

Katie suggested checking with the Medina County Highway Engineer's office for sign requirements before ordering. Beth noted we could utilize suggested routes on the bike map to determine sign locations. She will check with townships regarding sign guidelines.

Tony asked who will be responsible for the potential costs of posts and labor to install the signs. Beth said she worked with the townships on Medina County Soil and Water Conservation District's Sign Our Streams program and will do some checking.

There was discussion over the exact legal wording of the three-foot law. Tony noted an online source in which the text of the law was phrased more like a suggestion than a requirement. Katie said perhaps it was an outdated version and thought the language in the most recently passed state bill had been strengthened. Beth said she would contact Steve Magas to verify the wording of the law. Mara recommended that whatever text is selected for the signs, it should not include the word "please," to emphasize the three-foot law is just that, a law, not a suggestion.

Keith shared an update on the Bicycle Blessing for Safety event he has organized for May 22. He has signed up sponsors, obtained event insurance, ordered T-shirts and printed flyers. The event is also listed on Eventbrite. He thanked the group for its support and encouraged all to attend.

Keith left the meeting at 12:48 p.m.

Beth shared some original bicycling-related photos shot by a colleague, who is seeking to sell them for approximately \$25 each. If anyone is interested in purchasing them, they can contact Beth.

Committee Reports

Lynne noted the events committee is working on setting up PayPal for the Lake to Lake Harvest Ride. Tim noted he has a donor who will provide printing of save-the-date cards for the ride. The events committee meets next at 5:30 p.m. May 21 at the Medina Panera.

Next Meeting

The next meeting of Bike Medina County is scheduled for 6 p.m. June 7 at the Medina Library.

Adjournment

Tim adjourned the meeting at 1:06 p.m.