



CITY OF COLUMBIA
BIKE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)
December 11, 2023
4:30 PM

Richland Library Main
1431 Assembly Street, Meeting Room M
Columbia, SC

PAMELA BYNOE-REED • ZACH CAVANAUGH • DEREK DAVIS
DOUGLAS GIOVANETTI • CARMEN LATIMER •
JENNIFER LEAPHART • MARY SCOTT-CHANCEY WILLIAMS

In attendance: Zach Cavanaugh, Derek Davis, Douglas Giovanetti, and Jennifer Leaphart.
Absent: Pamela Bynoe-Reed, Carmen Latimer, Mary Scott-Chancey Williams
Staff: Leigh DeForth, Dana Higgins, Tristan Kercher
Public: Jeff

I. CALL TO ORDER - Chair Giovanetti

Mr. Giovanetti called the meeting to order at 4:36pm, there being a quorum present.

II. REGULAR AGENDA

a. Approval of August meeting minutes

Mr. Cavanaugh made a motion to approve the minutes, which was seconded by Ms. Leaphart. The motion was approved by unanimous vote.

Prior to discussion of the bylaws and nominations/elections, Ms. DeForth noted that there had been some discussion on transitioning BPAC into a stakeholder committee for the Safe Streets and Roads for All planning process to come in 2024, and noted that all members present at the meeting had terms that were currently set to expire in March 2024. She asked members to consider whether they wished to be reappointed or engage with the planning process to come, and communicate their thoughts with her in the near future. She also noted that should they not wish to continue to serve on BPAC in some capacity, they might consider that when discussing nominations and elections for the coming year.

b. Review of draft edits to bylaws/continued discussion of meeting frequency

Members present discussed the edits to the bylaws as presented, and indicated a desire to shift to meeting quarterly, with additional meetings as necessary. After some discussion of in-person vs. virtual meetings,

Ms. DeForth noted she would pass along the request of members present to Council to allow for virtual meetings for those “as needed” meetings in between the quarterly meetings. Ms. DeForth noted that the changes to the attendance policy were meant to defer to Council’s policies for all boards, commissions, and committees. Members also discussed Section 3A of the bylaws, noting that they would recommend Council reduce the number of committee members to 7, from “no less than 10 and no more than 17” as stipulated by Council and reflected in the bylaws.

Ms. Leaphart made a motion to approve the edits to the bylaws as submitted, and Mr. Davis seconded the motion. The motion was approved by unanimous vote.

c. Nominations and Elections for 2024 (Chair + Vice Chair)

Members present made nominations on slips of paper, and provided them to Ms. DeForth. Members nominated for Chair were: Mr. Davis, Mr. Giovanetti, and Ms. Leaphart. Members nominated for Vice Chair were: Ms. Leaphart and Mr. Cavanaugh. Ms. Leaphart asked to remove herself from consideration. After a vote by ballot, Mr. Davis was elected Chair, and Mr. Cavanaugh was elected Vice Chair.

d. 2024 Calendar

Members present discussed their desired dates for meeting, given the shift to the quarterly meeting schedule, and settled on the second Mondays of January, April, July, and October for the coming year.

e. City Planning Update
(*staff*)

Ms. DeForth reviewed the planning update, highlighting the following:

- The Calhoun improvements were underway, and included resurfacing, a road diet, and provision of bike facilities. She noted that bike friendly grates had no anticipated delivery, and therefore had to be removed from the project scope. She encouraged members to reach out to thank Council for moving the project forward.
- Ms. DeForth noted that the City had been identified as a recipient for the Safe Streets and Roads for All funding from USDOT, and was looking forward to learning more about the grant agreement process from FHWA in the coming months. She noted that as staff learned more, they would be sure to keep BPAC informed.
- Since BPAC had last met, the City had entered into a one-month contract to access the bike share back end and remove the bikes from the stations – that contract has been extended an additional month due to some unforeseen technical difficulties, and Procurement is also working on a draft RFP for bike share operations in the future.
- The contract for the Downtown Strategic Master Plan process is expected to be on the December 19th Council agenda.
- Mr. Giovanetti asked if there were any additional improvements to the right of way planned as part of the Finlay Park revitalization. Staff present was not aware of the details regarding those, but Ms. DeForth indicated she would follow up with Parks and Recreation for details.

III. OTHER BUSINESS

Staff and members present thanked Mr. Giovanetti and Ms. Leaphart for their service in 2023.

IV. PUBLIC COMMENT

Members of BPAC and staff introduced themselves to Jeff, who had no further public comment, but indicated he was interested in learning more.

V. ADJOURN

There being no further business, Mr. Giovanetti made a motion to adjourn the meeting, which was seconded by Mr. Cavanaugh. The meeting was adjourned at 5:12pm.