



**CITY OF COLUMBIA**  
**BIKE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)**  
**December 14, 2020**  
**4:30 PM**

**Virtual meeting using conferencing technology**  
**Columbia, SC**

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**WILLIAM BAKER • PAMELA BYNOE-REED • JOHN CORBETT • SUSAN J. FORREST •**  
**CHRISTINA GALARDI • CHASE KEIBLER • GEORGE KOKOLIS • BETSY NEWMAN •**  
**CHARLES ZACHARY PIPPIN • RACHEL THOMASON JOHN • BARTON WALRATH • CYNTHIA WATSON • CHRYS ZOURAS**

**In attendance:** Barton Walwrath, Cynthia Watson, Christina Galardi, Susan Forrest, Will Baker, Pamela Bynoe-Reed, Betsy Newman

**Absent:** John Corbett, Chase Keibler, George Kokolis, Zach Pippin, Rachel Thomason John, Chrys Zouras

**Staff:** Lucinda Statler, Shane Shaughnessy, Leigh DeForth

**Guests:** Mark Robertson

There was not a quorum present, so the committee began to discuss the agenda items without conducting official business at 4:40pm. Co-Chair Watson thanked everyone for attending and acknowledged the unique circumstances present in 2020. Co-Chair Walwrath talked about an offer he received in training for grants. He asked if anyone on the committee was interested in future training opportunities and/or researching to help to identify future grants that BPAC could utilize. There was some discussion of capacity and eligibility for grants moving forward. Ms. Statler noted that capacity is currently not available on the Planning Division level. There was some discussion of developing a list of annually recurring grants that the City might wish to apply for in the future.

*Pamela Bynoe-Reed joined the meeting.*

There was some discussion of the Bike Friendly Communities re-designation. There was discussion of an annual report. Ms. Galardi noted that past annual communications with Council had set forth suggested goals for the coming year and a summary of activities that occurred in the past year. Ms. Statler noted that City Council has not been hearing presentations during COVID response, but that written communication may be accepted. There was discussion of waiting for feedback from both the Bike Friendly Communities and Walk Friendly Communities applications. There was discussion of further focus on outreach and engagement with the community as a whole, especially as tied to targeted information such as the Ambassador program and the BFC & WFC report cards.

*Betsy Newman joined the meeting at 5:11pm.*

**I. CALL TO ORDER**

Once a quorum was established, Co-Chair Walwrath called the meeting to order at 5:12pm. Co-Chair Watson seconded.

**II. REGULAR AGENDA**

- a. Bike Friendly Communities status update
- b. Minutes:
  - Approve October 2020 meeting minutes

Ms. Forrest made a motion to approve the minutes as submitted. Mr. Baker seconded the motion. The motion to approve passed by unanimous vote.

- c. Report from Co Chairs – Watson and Walrath- End of Year wrap-up discussion
  - BPAC annual report

Discussion regarding the annual report occurred prior to quorum and is noted above.

- BPAC officer elections

The electionbuddy app did not work for everyone, so Ms. Statler will re-send the election information out.

- BPAC organization discussion
- Strategic Planning meeting for 2021

Discussion of the how the strategic planning would take place occurred. It seemed February might be the best time for strategic planning, during the regular meeting. There was discussion of what topics BPAC members might wish to cover, and there was discussion of how staff might facilitate a survey in advance of the meeting, as in years past, to help define discussion. BPAC members suggested including topics such as the meeting time/day, the size of BPAC membership (to suggest to Council). Ms. Statler indicated that the draft survey will be emailed out ahead of time, and staff will set a deadline for the addition of questions to be included.

- Format/date
- Survey/topics

- d. City Planning Update – Statler

Ms. Statler suggested that in an effort to be expedient, she was happy to answer any questions, but would not go through items one by one unless the committee members so wished. Co-Chair Walwrath asked if any follow up had been received regarding the BPAC letter sent about the canal design. Ms. Statler indicated she would follow up with City staff regarding that letter. Mr. Baker indicated that he had heard from Mr. Brennan that he had received the letter. There was some discussion of members of Council attending BPAC meetings, and outreach to Council members.

- e. Committee Reports: (if any)

Co-Chair Walwrath mentioned he had talked a little about subcommittee structure, and he suggested that the subcommittees submit a written summary in advance of each meeting to send out with the agenda, similar to the planning update provided by Ms. Statler. Committee members present were in agreement with this approach. Co-Chair Walrath suggested that each subcommittee appoint someone from within their subcommittee to be the point person for the subcommittee.

**Projects and Initiatives:** (Christina Galardi, Betsy Newman, Barton Walrath, Charles Zachary Pippin)

Ms. Galardi noted that she had no additional information regarding the Ambassador program at this time, and that she had not received any submittals from the Walk Bike Bingo program. She noted it was a successful outreach experience with school districts, regardless of participation by individuals. Ms. Newman discussed the provision of sidewalks on Sunset.

**Policy:** (George Kokolis, Chrys Zouras, Will Baker)

Mr. Baker noted that the subcommittee had not met since the last BPAC meeting, and he planned to reach out to the subcommittee to meet prior to the next monthly meeting.

**Marketing:** (Pamela Bynoe-Reed, Rachel Thomason, Susan J. Forrest, Cynthia Watson, Chase Keibler)

Co-Chair Watson and Ms. Forrest indicated they did not have an update but hoped to meet together in the coming year. There was some discussion of the Open Streets Columbia website, website updates in general, and discussion of other forms of outreach and communication.

### **III. OTHER BUSINESS**

#### **a. BPAC 2021 calendar**

Ms. Statler noted that the calendar was provided so that BPAC members could place holds on their schedule for the coming year for future meetings, but certainly the calendar was subject to change if members chose to adopt a new meeting day/time.

### **IV. PUBLIC COMMENT**

### **V. ADJOURN**

Co-Chair Watson made a motion to adjourn the meeting at 5:57pm, and Mr. Walwrath seconded the motion. The meeting was adjourned.

### **Upcoming Meetings & Events**

- January 11, 2020: BPAC Meeting, 4:30 pm, Location Virtual

### **Future Dates to Hold**

- February 8, 2021: BPAC Meeting, 4:30 pm, Location TBD
- March 8, 2021: BPAC meeting, 4:30 pm, Location TBD
- April 12, 202: BPAC meeting, 4:30 pm, Location TBD

**Respectfully Submitted,  
Planning & Development Services Department**