

## **Minutes for RBAC Meeting: Wednesday, May 7, 2025**

7:00 – 9:00 pm, virtual Webex meeting

In attendance online: *Wendy Aaronson, Bryan Barnett-Woods, Connie Bertka, Nancy Breen, Sophie Chan-Wood, Lynda Honberg, Jake Jakubek, David Myles, Shannon Brescher Shea, Max Silverstone, Jonathan Solomon, Dave Stinchcomb and Tracy Threefoot.*

Jake started at 7:05 pm announcing that this meeting will be recorded. He asked for an approval of minutes from previous meeting. With suggested edits, Jonathan motioned to accept the minutes; Nancy seconded.

### **City Update** (Bryan Barnett-Woods)

- 1) Hosted a virtual meeting on the project on **E. Jefferson Street and Halpine Road** with three options for bicycle facilities. During the meeting most attendees were concerned about traffic through the area. Residents didn't want to remove street parking on E. Jefferson Street. The cost of the sharrows alternative is about \$25,000; option 2 with bike lanes is about \$28,000 and building wider shared-use path and minimizing the median is over \$1 million. *Bryan can draft a letter with RBAC's support of the second option with bike lanes.*
- 2) Martins Lane will be reconstructed next summer, so the repavement and installation of bicycle lanes will be delayed until then. Bike lanes from Mannakee to the swim center then becomes shared-use path as the road narrows.

### **Council Update** (Councilmember David Myles)

- 1) Budget passed.
- 2) Concept plans for 255 Hungerford Drive property (where the bridge to Metro connects); possible transportation or bicycle facilities in future discussion

### **Committee Formalities** (Jonathan Solomon)

- 1) Discussion of RBAC Membership Process (see attached)
  - a) Anyone can attend meetings and participate but only members can vote (based on attending a minimum of 4 meetings in one year)
  - b) Limited to 20 members with 2024 meeting attendees grandfathered in
  - c) City has guidelines for the chairperson who must be a City resident. But members are not required to be City residents.
  - d) Reviewing meeting attendance at the end of the year and can be voted by the group if needed
  - e) Suggestion to develop a membership application form
  - f) Membership starts in February with a 3-year term and renew again for 3 years; membership is voted on in January and will be able to vote for Chairperson in December (nomination in November, Chair starts a new term in January)

*Jonathan will write up a summary of procedures for all to review and request feedback as needed.*

### **Family Biking Festival** (Shannon Brescher Shea)

- 1) WABA will help with the cost of the permits and rental. City application needs to be completed by end of this month. Event will be at Town Square on Sunday, September 14 in the afternoon.
- 2) Need organizational structure for the application – Shannon is Event Manager; Peter Gray is Operations Manager; Traffic Rodeo from Safe Routes to Schools. Other volunteers needed for roles such as Vendor Recruitment (liaison for vendors); Bike Test Ride Coordinator and Communication Manager. *Jake will help with bike ride tests; WABA and Jake could work on Communications; and Wendy and Nancy can reach out to vendors to come and bring bikes for test rides.*
- 3) Inclement Weather Management Plan and Lost Child Management Plan needed for the application. Shannon could use help with these sections of the application.
- 4) WABA looking at this event as a possible replacement for the MoCo Bike Summit and that Rockville is a thought leader in this process.

### **Bike-n-Roll to School Day**

- 1) Shannon counted 49 bikes at Beall Elementary School, which included scooters too. In the future, a teacher is willing to take over. Shannon has photos which can be posted on Meetup.
- 2) Tracy was asked to help at Ritchie Park School by a teacher and principal. They met at a neighborhood intersection with a City police escort and biked about a half mile to school. Councilmember Adam Van Grack and Tracy joined the ride with about 85 bikes and 15 scooters. The City provided some goodie bags and will be given out to those who participated and other students as well.

### **2025 Bike Rides** (Sophie Chan-Wood)

- 1) Bike Counter Ride and Bike Month Kick-off Ride were cancelled due to rainy weather.
- 2) The **Ride of Silence** is Wednesday, 5/21 is at Town Center library; Jake will lead and Dave will sweep; Sophie still waiting on the event permit from the City.
- 3) Jake is leading a Rockville **Bike Party** to Hometown Holidays on Saturday, 5/24, starting at Twinbrook Metro and end at Town Center
- 4) **Tuesday rides** start on June 3 – Sophie will lead from King Farm to Carmen's for gelato. Wendy is leading 6/10 and 6/24 and Sophie will lead 6/17. Jonathan leading Carl Henn Millennium Trail Ride 6/8 and Wendy leading a Silver Branch Brewery ride on 6/22. Sweeps are needed to help also. Please sign-up at on this Google doc as needed:  
[https://docs.google.com/spreadsheets/d/1is66s4lucvnBOvPYpIEzqijG\\_85CLYZz6ApOW1tqVoc/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1is66s4lucvnBOvPYpIEzqijG_85CLYZz6ApOW1tqVoc/edit?usp=sharing)
- 5) Shannon suggested a Bike Party on 9/14 after Family Biking Festival. Nancy can help sweep on 6/8, 6/17 and 6/24. She said that Cheryl Kagan should be invited to the Carl Henn Memorial Ride in September. *Sophie will send ride descriptions to leaders/sweeps to review before announcing on Meetup.*

- 6) Linda has been helping to publicize these rides on the Explore Rockville website. She is working with Amanda at REDI to help with this process.

**Montgomery County Volunteer Center** (Tracy Threefoot)

- 1) Needs guidance on what type of volunteers wanted – task/project-oriented versus committee membership recruitment
- 2) Provide a brief write-up for next meeting and see if it's appropriate for website

**Rockville Pedestrian Advocacy Committee** (Dave Stinchcomb)

- 1) Community Walk on Thursday, 5/15 at Rollins and Evelyn starting at 6 pm to about 7:30 pm

Jake announced that RBAC has been accepted to participate in the **Memorial Day Parade**. He will send out details and invitation to the listserve.

Bryan reminded us that **Bike to Work Day** will be on Thursday, 5/15. The City has two pit-stops at Thomas Farm Community Center and Town Center in front of library. Max will help WABA at the Fallsgrove pit-stop and hand out RBAC brochures/postcards (which Wendy may have). Lynda can volunteer at Fallsgrove to represent RBAC too.

Lynda has been involved with a WABA committee that speaks to city council across Montgomery County. Rockville should be involved in the future too.

The next RBAC meeting will be June 11<sup>th</sup> instead of the first Wednesday of the month.

Meeting adjourned at 8:57 pm.

Respectfully submitted,

Sophie Chan-Wood

## RBAC Membership Process – items for discussion

1. Anyone can *attend* an RBAC meeting
  - a. Only members can make motions, second motions, or vote on motions
  - b. Supporting documentation
    - i. RBAC meetings are open to anyone who has an interest in bicycling issues in and around the City of Rockville. Attendees may participate in RBAC meetings by joining discussions, asking questions, and sharing their thoughts and ideas. Attendees are not eligible to vote on issues formally raised at RBAC meetings through motions. Making motions, seconding a motion, voting on a motion, and/or voting for the Chairperson election are actions restricted to “official” RBAC members.
2. RBAC membership is capped at 20 members
  - a. Supporting documentation
    - i. RBAC’s authorizing resolution (No. 4-99), establishes RBAC as having no more than twenty members. . The City Council Liaison and any participating City staff member are not counted as part of that 20-person maximum. They are considered Ex-Officio members. Ex-Officio members are non-voting members.
3. Establishing RBAC membership
  - a. Supporting documentation
    - i. One need not be a City of Rockville resident in order to be a recognized RBAC “member.” All those who have an interest in supporting bicycling in and around Rockville are eligible for membership
      1. Proposed - All those who have been regularly participate.
      2. ng as RBAC members in 2024 can be grandfathered in as members of RBAC (toward the 20-person limit). *This is a one-time event.* all current regular attendees (Jake has been tracking attendance) will be officially identified as “members” at this time
      3. Each member must agree to belong and to participate
        - a. This can be determined by a raise of hands or by privately messaging Jake.
4. Ending membership
  - a. If there is no term of membership with a defined ending point, it is possible that there won’t be space for new members (per 20 member limit).
    - i. At what point would an RBAC membership end
      1. If a member leaves, can they return when a space opens?
      - 2.
5. Looking ahead to Chairperson selection

- a. Jake's term ends December 31<sup>st</sup>. Nominations for the position (which can include Jake) should be made at our November meeting with the election held at our December meeting.
- b. We will need to officially formalize the election *process* sometime before November.