



## **Community Services Advisory Commission**

**February 12, 2019**

### **Minutes**

**Commission Members:**      **Present:**      Marilyn Baker, Ann Bohman, Steve Dritz,  
Christine Gawronski, Elizabeth McClain, Thomas Strup  
**Absent:**      Stephanie Hall

**Staff Members Present:**      Michelle Crandall, Assistant City Manager  
Kevin Keiffer, Corporal  
Nick Plouck, Management Assistant  
Kirby Dearth, OCM Intern

**Guests:**      Mayor Greg Peterson  
Vice Mayor Chris Amorose Groomes

#### **I. Call to Order**

Mr. Strup established that a quorum was present and called the meeting to order at 6:30 p.m.

#### **II. Approval of Meeting Minutes**

Minutes from the December 11, 2018 meeting were previously distributed via email for review. Mr. Strup called for approval. Ms. Baker moved to approve and Ms. Bohman seconded the motion. All in favor, the December meeting minutes were approved.

#### **III. Public Comments on Items Not on the Agenda**

No public comments

#### **IV. Review Roles and Responsibilities of the Commission**

Mr. Strup proceeded to announce that agenda item VII (Review of the Roles and Responsibilities of the Commission) would be the first item of discussion. In addition, Ms. Crandall opened by stating that due to illness Joanne Shelley could not make the meeting, therefore agenda item V. (Wayfinding), would be presented at the March meeting.

Discussion progressed to the roles and responsibilities of the Community Services Advisory Commission. Ms. Crandall stated that CSAC exists because it is important for Council to have a commission that has the time and ability to delve into more complex topics and then present well-researched recommendations to Council such as the scooter survey. Ms. Crandall passed out reference material highlighting the establishment, history and functions of the Commission. See attachment # 1 – code sections 32.60 and 32.61. Ms. Crandall shared that there have been times when the Commission had

the public come in to speak on certain topics. She highlighted a time a few years back when there was a huge turnout when sixty to seventy people came in to discuss the extension of water and sewer lines. Ms. Crandall continued to cover sections of the code:

As established by City Council, Code section 32.60 outlined that the Commission's role is:

- Advisory in nature
- Responsive to City Council's requests
- Makes recommendations to Council

Per Code section 32.61 the duties and functions of the Commission

- Can have a wide array of potential topic areas
- Combines previous roles/responsibilities of previous advisory committees

Background: There were five commissions back 1999. Those consolidated into three commissions (Community Services, Parks and Recreation, and Natural Resources) and then finally in 2013 those three combined to make up today's Community Services Advisory Commission. This Commission has been the one to hold steadfast since 2013. The duties and functions of the original five make up the Commission's role today, therefore a wide array of topics can present themselves. Ms. Crandall highlighted that at the request of Council, the duty of the Commission could be directed to look into a specific topic.

Four ways assignments are brought to the Advisory Commission for review/recommendations:

- Assigned directly by Council (most frequent)
- Staff requests of Council that a topic is assigned
- Topic brought forward by staff for feedback to staff (example: Storm water education)
- Commission proposes possible assignments to Council for assignment back to Commission

Guest speakers Mayor Greg Peterson and Vice Mayor Chris Amorose Groomes expressed their appreciation of the Community Services Advisory Commission members for the services they give to the community. Mayor Peterson commented that CSAC is a strength and it leads to an unbelievably responsive citizen government. A couple of years ago he, Vice Mayor Amorose Groomes and Michelle took a look at CSAC and really wanted to professionalize it. He stated that Planning and Zoning had traditionally been a powerful commission in the City. It ran the vision and appearance of the City in a very large way. Vice Mayor Groomes ran the Planning and Zoning Commission a lot of that time. He added that himself, Vice Mayor Groomes and Ms. Crandall wanted CSAC to be more elevated, to give it 'teeth' and empower it, similar to the Planning and Zoning Commission. Not that there was anything wrong with CSAC, but they wanted to elevate it and make it more rewarding for those serving on the commission. Due to the Commission members' willingness to serve, that has happened. He added, however, that the Commission has to stay true to the processes and can't get lax. He stated that the agenda has to go through Council first. Council then assigns meaningful topics for the Commission to work on. He added that Council members appreciate CSAC tackling certain issues. They are grateful for

members' time and commitment, and if they want to suggest a topic they can do so, but noted CSAC 'must stay in its lane', reiterating the agenda comes from Council. Mr. Dritz said he and Ms. McClain are relatively new members on the Commission and asked if Council has been satisfied with the results they are seeing. Mayor Peterson responded that the Commission is like a cross section of the community and that he is happy with their feedback and hoped the Commission is satisfied with the level of communication back from Council and staff. Vice Mayor Amorose Groomes added that she hoped the Commission would feel comfortable coming to Council meetings. Mayor Peterson said Council has to broach difficult topics at Council meetings, but stated that if a topic is brought before Council, there needs to be documentation. Meetings can be seen on TV and are documented in other ways; the people have their say. He added, "they voted us into these roles, so we are responsible to them."

Ms. Crandall stated that goal setting is coming up. Goals will be prioritized and the Commission could get some assignments from that. Ms. Bohman requested the Code establishing the CSAC and other Boards and Commissions be put on the CSAC website so residents know what is expected. Ms. Baker suggested perhaps a link be included on each Board/Commission page in lieu of posting the Codes. Ms. Baker added that there is a wealth of information presented at the Commission meetings and it is unfortunate more public does not attend to hear the vast amount of information. Mayor Peterson responded that people may either feel detached or they are generally happy with how things are run, and that the residents are allowing the City and Boards and Commissions to do their jobs. Mr. Strup thanked the Mayor and Vice Mayor for taking the time to speak with the Commission.

Mr. Dritz requested a copy of the PowerPoint slides outlining Commission duties and functions. Ms. Crandall stated that the presentation will be posted, and a copy will be made available to the CSAC members.

## **V. Electric Scooters**

Mr. Plouck recapped the highlights of the December meeting, the electric scooter survey, shared use path etiquette and Wayfinding updates.

- Question 1 and 2 responses indicate that streets with 25 mph and lower were acceptable areas for comfortable electric scooter usage. Recreation path usage came in a close 2<sup>nd</sup> place for comfortable scooter usage.
- Question 5 and 6 survey results indicate that over 50% of the 800+ responders did not support allowing electric scooters on Dublin's recreation paths, nor did they support the City partnering with a scooter rental service to provide new mobility/recreational options.
- The last two questions, questions 8 and 9, showed that 93% of the responders were Dublin residents and 40% of the responders worked in the City.

Ms. McClain asked if demographics were captured for the survey. Mr. Plouck responded saying that the survey was not that scientific or specific. The idea was for the survey to be easy. Ms. Gawronski said the survey was great and gave the answers the Commission and the City were looking for.

Mr. Plouck announced that Lime will be pulling their pilot program out of Dublin due to low usage. Ms. Gawronski was sad to hear that the Lime bike pilot would be leaving.

Mr. Dritz asked about the electric scooter recommendations based on the survey. Ms. Crandall responded, saying the recommendation would be up to the Commission. She said that a pilot *could* be done but based on Lime leaving, it would be unlikely for a scooter company to commit to a pilot in the City. Ms. Gawronski said in a few years, things may change. Mr. Strup asked if e-assist bikes are allowed on the shared use paths. Corporal Keiffer weighed in, stating e-assist bikes are not motorized, adding that Council would follow suit with whatever state law is.

Mr. Strup was surprised that Lime is pulling out of Dublin and asked what is next? Ms. Crandall said the face of mobility will likely change in the next few years and they will see then what the landscape brings. Several Commission members agreed that change would most likely come in the next five years and the team should stay abreast of the topic, keep open minds and not shut the door on the subject entirely. All members were in agreement that the survey suggested there is not enough interest in scooters in Dublin at this time. Ms. Baker suggested urban areas, university campuses, and areas with high tourist activity are the hot areas for scooters while suburbs not so much. Ms. Crandall suggested the Commission put together a report on their findings for Council. Ms. Bohman agreed, stating that for the record, due diligence was spent on researching electric scooters and that information should be added to the report. Mr. Strup agreed.

Mr. Strup suggested making a motion to close the topic on electric scooters. Ms. Baker moved to close the topic on electric scooters; Ms. Bohman seconded the Motion; the Motion was accepted.; the electric scooter topic was closed.

Discussion took place regarding presenting the Commission's findings on electric scooters to Council. Ms. Crandall suggested a Commission member present at a March or April meeting.

## **VI. Wayfinding**

Postponed until March meeting.

## **VII. Shared Use Path Etiquette**

The topic of shared use path etiquette came up during the discussion of electric scooter usage on recreational paths in the City. Mr. Plouck presented information from Rails to Trails. (Rails to Trails Conservancy is a nonprofit organization dedicated to creating a nationwide network of trails from former rail lines.)

### **Rails to Trails 6 Golden Rules**

- Use safe speeds
- Keep right, pass left
- Standing still? Stand aside
- Mind your pets
- Be alert
- Know and follow the rules

Mr. Plouck noted the commonalties among the fifteen communities researched by Mr. Dearth. All fifteen communities maintained general rules similar to Rails to Trails, using at least four of the six of the generally understood 'golden' rules. Fourteen out of fifteen communities advised audible communication to be included for passing. Some of the communities supplemented general etiquette with enforceable rules such as speed limitations. For visualization, Mr. Plouck presented statistics on speed regulation on shared use paths. It was noted that high tourist areas or areas with high pedestrian congestion presented lower speed limits.

Next, Mr. Plouck highlighted two communities: Marin County, California and Seattle, Washington. Marin County's **Share the Path** general rules are as follows:

- Use safe speeds
- Don't block the path
- Look and listen
- Keep right, pass left
- Call out when passing
- Use lights at night

**Marin County** also conducted a shared use path campaign/outreach. Path users were asked to take an 'I Share' pledge. Educational materials were given out. Informative signs were placed along the path to remind users to share the path. During a 6-month period, a sheriff's deputy patrolled one day per month and issued 98 verbal warnings but only five written warnings to repeat offenders.

**Seattle**, currently in a pilot program, conducted an etiquette/safety campaign with focus on:

- Keep right, pass left
- Trails are for everyone
- Keep safe, watch your pace

As a part of Seattle's evaluation, bike counters collected data on use and speed. Digital speed trackers were installed on poles to help inform users of their speed and reinforce the speed limit. In addition, Seattle adopted a 15mph speed limit, authorized class I & II e-bike use on multi-use paths. Enforcement is complaint-based as the Seattle Police Department will not allocate resources for patrols but will commit to responding to complaints.

In conclusion, Mr. Plouck acknowledged the following shared use path etiquette rule recommendations Dublin:

- Use safe speeds
- Keep right, pass left
- Call out when passing
- Mind your pets

- Be alert
- Standing still, stand aside
- Adopt a 15mph speed limit.

Ms. Gawronski, a runner and frequent user of the Dublin shared use paths, stated that she would like to see the recommendations put in place. Ms. Baker would like to see audible [bells] used as well as voice commands and stated that not everyone responds to 'left or right'. Ms. Crandall added that the number one complaint from the City's bike ambassadors is the use of earbuds. Ms. Baker commented that a sign stating LOOK & LISTEN would be clearer than BE ALERT. Ms. McClain inquired about the City of Dublin's leash law. Corporal Keiffer responded, in a City park as well as on shared use paths dogs must be on a leash. When not in a park, the dog must be under vocal command. Corporal Keiffer said that the Parks and Recreation Department has installed multiple signs in various parks to increase awareness. Ms. McClain stated that with the addition of the new pedestrian bridge, it would be a good time to place emphasis on shared use path etiquette. Ms. Baker commented that if a speed limit is adopted, it needs to be based on conditions. Corporal Keiffer said there is something on the books that addresses reckless operation and offenders can be cited. Ms. Baker also said the signs and rules should be somewhat generic, so they do not have to be redone when/if scooters are permitted at some point in the future. She suggested continuing to take a look at shared use path rules and choose the six best to present; stressing that the correct verbiage is important. Ms. Crandall said they would take information to the City's bike ambassadors and get feedback. Ms. Baker asked if the Commission is being asked to look at types of signs for the paths. Mr. Plouck responded that only general feedback is needed for now.

**VIII. Future Assignments** Mr. Strup inquired about the need to discuss future assignments. Ms. Crandall said to wait until March. Mr. Strup and Ms. Gawronski were in agreement to wait.

#### **IX. Other items of interest.**

Ms. Bohman commented on the City of Dublin's corporate wellness initiative called FitBiz. FitBiz was awarded The Ohio Parks and Recreation (OPRA)'s Award of Excellence, the highest recognition in the Health & Wellness category.

Ms. Baker commented Bexley's pilot compost recycling programs of 400 homes was determined to be successful and was now being expanded, and suggested Dublin may want to take a look at a compost recycling effort in the future. Ms. Crandall commented that the City reached out to Bexley and that Mike Darling, one of the City's Street & Utility Division Operations Administrators, had broached the subject. Ms. Crandall explained that in the meantime compost recycling was a school effort currently and hopefully more schools would want to do it.

As the last item of interest, Ms. Crandall announced that Ms. Gawronski's last meeting for her current Commission term will be the next Commission meeting.

#### **X. Next Meeting – March 12, 2019**

The next meeting would be on Tuesday, March 12, 2019.

#### **XI. Adjournment**

There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Sandra Pickens".

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Sandra Pickens, Administrative Support III

Attachments: Community Services Advisory Commission Code Sections  
Ohio Parks and Recreation Association Article  
PowerPoint Presentation