



E-Bike Safety Task Force

March 6, 2026; 9 a.m. - 1 p.m.
City Hall, Building 1, Room 1009
2401 Courthouse Drive

Minutes

Attendance

Members Present

Chuck Cayton, Jean Granger, Bryan Hickman, Mike Kelly, Rob Murphy, Mike Nerino, Dan Shuman, Rebecca Wood

Members Virtual

Jeanne Evans-Cox

Members Absent

Bill Gambrell, Tom Shattock, Mary Werkheiser

City Staff Present

Andrew Damon, Peter Gaytan, Joshua Goyett, Donna Hernandez, Brooks Hierstein, Tonya Howard, Amanda Jarratt, Bill Kelly, Steve Lambert, Marjay Madace, Pam Matthias, Brande Rumpf, Bradley Wessler

City Council Liaisons Present

Stacy Cummings, David Hutchison

Facilitators Present

Julie Brenman, Laura Gomez-Nichols

Discussion Items

Welcome

1. Co-Chair Chuck Cayton called the meeting to order at 9:00 a.m.
2. Julie Brenman of Fountainworks welcomed everyone to the fourth meeting of the Virginia Beach E-Bike Safety Task Force (Task Force). She thanked staff and members for their time.
3. She reintroduced herself and Laura Gomez-Nichols of Fountainworks as the facilitators for the process.

Minutes

The Task Force unanimously approved the February 12 meeting minutes.

RESULT: APPROVED [UNANIMOUS]

MOVER: Rebecca Wood, Member
SECONDER: Rob Murphy, Member
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

Agenda and Objectives

1. Ms. Brenman reviewed the meeting's agenda:
 - a. Welcome and Overview
 - i. Objectives, Scope, Roles, Rules, Task Force Schedule
 - b. Task Force Process
 - c. Recommendation Refinement and Vote
 - d. City Council Presentation Discussion
 - e. Next Steps
 - f. Adjourn
2. She reviewed the Task Force's objectives:
 - a. Review current state and local laws on e-bikes
 - b. Study public safety and health risks
 - c. Evaluate best practices from other communities
 - d. Recommend strategies for education, enforcement, signage, or code changes

Scope, Roles, and Expectations

1. Ms. Brenman explained the Task Force's scope as follows.
 - a. The following issues are in-scope:
 - i. Advise City Council on strategies to improve safety, education, and infrastructure related to the growing use of e-bikes in Virginia Beach.
 - ii. Recommend to City Council strategies for education, enforcement, signage, or code changes.
 - b. Microtransit (e.g., rideshares, trolleys), Hampton Roads Transit, and other modes of transport (e.g., pedicabs, golf carts, etc.) are out-of-scope.
2. Task Force members will attend on behalf of the entire City and create and vote on recommendations. Task Force members are the only individuals who will vote on recommendations. City staff will attend Task Force meetings in an advisory capacity, and they will offer support and expertise. Fountainworks will be a neutral third-party facilitator and will organize and structure advisory group meetings.
3. Task Force members are expected to be respectful, give space for everyone to speak, and come to meetings prepared.

Task Force Schedule

1. The Task Force will have five meetings: November 19 to kickoff, January 7 to understand key topics, February 12 to clarify vision, March 6 to make preliminary recommendations, and, if needed, March 26 to finalize recommendations. After the Task Force has concluded the meetings, the Task Force chairs will present the recommendations to City Council. The City Council presentation is tentatively scheduled for April 28, 2026.

Task Force Process

1. Ms. Brenman explained that the intention is to work through consensus and have all members agree on all recommendations. If this is not possible, the Task Force will work to get as close to consensus as possible and then use majority voting.
2. Ms. Brenman explained that in the meeting, Task Force members would review recommendations. If there was sufficient time after the refinement process, Task Force members would vote on recommendations and would not need to meet on March 26. If there was insufficient time to vote after the refinement process, Task Force members would reconvene on March 26 to do so.
3. Task Force members agreed to vote on each recommendation individually, as opposed to voting on the document as a whole.

Recommendation Refinement and Vote

1. Ms. Brenman walked Task Force members through the draft recommendations document and gave them an opportunity to discuss and provide feedback. The recommendations were edited live on screen.
2. The Task Force voted on recommendations one at a time. Task Force members agreed to have Fountainworks copy edit the document so long as no substantive changes are made.

The Task Force unanimously approved the “Virginia DMV Stakeholder Group” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Advocate for State Regulation” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Education and Communication” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force approved the “Signage and Infrastructure” recommendation with eight in favor and one opposed.

RESULT: APPROVED
AYES: Cayton, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
NAYS: Evans-Cox
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Speed Management” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Location Restrictions” (not including the “Boardwalk Bicycle Path” section) recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force approved the “Boardwalk Bicycle Path” recommendation with eight in favor and one opposed.

RESULT: APPROVED
AYES: Cayton, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
NAYS: Evans-Cox
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Best Practices and Continued Monitoring” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Code Changes” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Registration” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

The Task Force unanimously approved the “Enforcement and Training” recommendation.

RESULT: APPROVED [UNANIMOUS]
AYES: Cayton, Evans-Cox, Granger, Hickman, Kelly, Murphy, Nerino, Shuman, Wood
ABSENT: Gambrell, Shattock, Werkheiser

City Council Presentation Discussion

1. Task Force members agreed to have Fountainworks draft the PowerPoint presentation of the recommendations to City Council.
2. Fountainworks will coordinate logistics of the presentation with the Co-Chairs and staff.
3. Task Force members will receive a copy of the PowerPoint presentation prior to the April 28 presentation.

Next Steps

1. Ms. Brenman informed Task Force members that the feedback they shared at this meeting will be incorporated into a revised final draft of recommendations. This document will be shared with Task Force members before the April 28 presentation.
2. After the meeting, Fountainworks will share the recommendation document that Task Force members voted on with the vote tally.
3. The presentation to City Council is tentatively scheduled for April 28, 2026. Co-Chair Chuck Cayton or Co-Chair Jeanne Evans Cox will give the presentation, and Fountainworks will assist.
4. There will be no meeting on March 26.

Adjournment

Mr. Cayton adjourned the meeting at 12:08 pm.

Copies of the proposed plans, ordinances, amendments and/or resolutions are on file and may be examined by appointment in the City Manager's Office at the Municipal Center, 2401 Courthouse Drive, Building 1, Suite 2107, VBV 23456. To make an appointment, call Pam Matthias at 757-385-4242.

If you require a reasonable accommodation for this meeting due to a disability, please call Pam Matthias at the City Manager's Office at 757-385-4242. If you are hearing impaired, you can contact Virginia Relay at 711 for TDD service.

Chuck Cayton
Co-Chair

Jeanne Evans-Cox
Co-Chair