



# Bicycle & Pedestrian Advisory Commission

BPAC Regular Meeting Summary

March 25, 2024 at 6:00 p.m.

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NAME	REPRESENTATION
James Allen (JA)	Orange County
Beth Bell (BB)	City
Matt Cummings (MC)	Vice-Chair, City
Courtney Dunkerton (CD)	Alamance County
Jennifer Nunez (JN)	City
Aaron Davis (AD)	Recreation and Parks Director
Rachel Gaffney (RG)	City Planner

*Katy Jones (KJ) and Allison Tate (AT) had an excused absence.*

## **PRESENTATION ON THE ORANGE COUNTY SHORT RANGE TRANSIT PLAN**

RG introduced Yanisa Techagumthorn from Nelson Nygaard to virtually present on the Orange County Short Range Transit Plan. Ms. Techagumthorn gave an overview of the project which is to identify opportunities to improve transit services in Orange County and to create an implementation plan for 2025 to 2030. She explained that they have completed the review of existing conditions and are now on Phase 1 of Public Engagement. They are anticipating developing transit strategies over the Spring of 2024 and are planning to have Phase 2 of Public Engagement in August 2024. The project is expected to be completed in the Fall of 2024. Ms. Techagumthorn described the existing conditions and findings of the assessment. She explained that the full existing conditions report will be available on the project website within the next few weeks. Ms. Techagumthorn also provided more information on the current phase of public engagement. The outreach period will be from March 4-31 and the purpose is to collect feedback on existing service needs and concerns and on potential transit service improvements. She explained that there is a survey available both online and in hard copy and she would encourage the BPAC members to complete it and spread the word. Project staff have also organized pop up events and other types of outreach.

Ms. Techagumthorn asked if the BPAC members have any feedback or thoughts on the current transit service or possible improvements. JA asked if the vehicles have bike racks or are otherwise capable of carrying bikes and other similar items. Ms. Techagumthorn responded that most of the buses have bike racks. She said that they will keep that need in mind as they try to expand services. RG said that she would love to see more of a transit connection between Mebane and Hillsborough and she knows that many people are excited about the idea of a circulator route in Mebane. Ms. Techagumthorn asked if, for the transit connection between Mebane and Hillsborough, if there is more of a need during commuting times or throughout the day. RG said that she thinks there is a definite need a peak commuter times but she thinks there are probably other times during the day where it is needed as well. JA said that he thinks a lot of the traffic into and out of Hillsborough is probably related to it being the County seat. There a lot of departments



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in Hillsborough that are only open 8-5 Monday through Friday. CD said that it would also help create more economic opportunities. As Mebane grows there may be more traffic from Hillsborough coming to jobs in Mebane. Ms. Techagumthorn asked if a lot of new jobs are 9-5 type positions. RG explained that there has been a lot of interest in industrial development on the southeast side of Mebane along I-40. Having some transit connections in that area for potential employees would likely be helpful. RG said those types of business may have more odd hours and JA agreed that it may be more shift work. MC said that they shouldn't forget about Buc-ees as well. Ms. Techagumthorn asked if they think Mebane needs more fixed route service or more on demand service. JA said that he thinks they need more fixed route bus service. Ms. Techagumthorn asked if there were any other questions or thoughts. RG asked if there would be any other public outreach as the plan progresses. Ms. Techagumthorn said that the next public engagement period will be in August and into early September. By then, they will have a clearer idea of proposed recommendations for the draft plan. She said that she may want to meet with the BPAC before that period to discuss potential strategies. RG said that sounds great. CD asked if the project staff have spoken with the Orange County Reentry Council. Ms. Techagumthorn said they haven't but she will look into that. RG said that she is welcome to speak with the BPAC again whenever she would like. The BPAC is very excited about this plan and the potential improvements that may be recommended. Ms. Techagumthorn thanked the BPAC for their time and left the meeting.

RG explained that transit is important for expanding opportunities for bicyclists and pedestrians to travel further. MC agreed and said that the more that buses and other transit modes are seen, the more people may want to use them. JA suggested putting up posters with the QR codes at different locations around Mebane. He explained that there is a lack of information and/or awareness about transit options and how they operate. RG agreed and said that part of the issue is that there are at least three different transit agencies operating in and around Mebane. Link transit is more through Alamance County, then there is Go Triangle, and Orange County Transit. RG explained that, as part of budget talks, the Planning Department is requesting that City Council help fund a connection between Alamance Community College and Mebane. That service would be provided by Link Transit. JA suggested that it would be really helpful if the transit agencies could coordinate shared stop points so that riders can transfer more easily. RG agreed. She explained that it is a work in progress and since Mebane does not have a transit agency of its own they are having to negotiate and work with more regional agencies. RG and JA discussed current transit routes that stop in Mebane. The Orange-Alamance Route is currently on demand only due to low ridership. There is one route with Go Triangle but it is a regional route so it does not stop frequently. JA suggested that there could be a lot more demand once Hillsborough gets a train stop. RG asked when that is happening and JA said that it is approved in the state budget and he thinks it is proposed to go in near downtown.

## **APPROVAL OF FEBRUARY 26, 2024 MEETING SUMMARY**



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RG said if they want to move on, the next item is to approve the minutes. She asked if anyone has any changes. JA moved to approve the meeting summary from the February 26 meeting and MC seconded the motion.

A unanimous vote (5-0) supported approval of the meeting summaries.

## **PUBLIC COMMENT**

RG explained that they did receive two public comments, one is from Jason Smith, a former BPAC member, and another is from a Mebane resident. RG presented an email from the Mebane resident who wanted to make sure that electric assisted bicycles would continue to be allowed on Mebane trails and sidewalks. She also mentioned mobility scooters. RG added that she didn't think they had really considered mobility scooters when they discussed E-bikes and E-scooters on sidewalks. She explained that she tends to consider them the same as wheelchairs which would typically be treated the same as pedestrians. AD suggested that there is a big difference between something that is helping someone in need (with mobility issues) and something that is being used for recreation and exercise. CD asked if this email had been sent in reaction to something. RG said that she wasn't sure. She explained that bicycles are allowed on sidewalks per Mebane's code of ordinances, except for downtown. The BPAC had previously had a discussion about whether E-bikes, E-scooters, and similar devices should also be allowed on sidewalks. The recommendation that the BPAC made was that they should be allowed on sidewalks with a speed limit of 15mph and prohibitions against riding recklessly. No further action has been taken on this topic as there needs to be some further discussions with City administration and the police department. RG explained that there are some residents that are opposed to E-bikes and E-scooters being allowed on sidewalks, and there are some that are opposed to regular bikes being allowed as well. This email may have just been in response to ongoing discussions and concerns within the community. MC said that when they were discussing regulations for E-bikes and E-scooters on sidewalks, he was just thinking about two-wheeled recreational scooters and not devices like mobility scooters. He thinks that this is very valuable feedback and something that the City needs to keep in mind as they move forward on this issue. He added that the resident who wrote the comment lives in Governor's Green, which is where he lives as well. That neighborhood does not have a sidewalk connection to the rest of the City, which makes it a little isolated. MC added that one of the priority projects in the new bicycle and pedestrian transportation plan is a sidewalk extension that would connect his neighborhood to the rest of S Third St. Ext.

RG said that since they will need to discuss this with the City Attorney anyway, they can ask about carving out an exception for electric wheelchairs, mobility scooters, and other mobility assistance devices. MC said that is something the transit agencies should be aware of too. RG responded that most busses have access for wheelchairs, but she is not sure about scooters and other devices. JA agreed that most small buses have a platform to help people in wheelchairs and other devices get on. CD added that it should be fairly simple to distinguish between mobility devices and more recreational vehicles. JA said that the language they recommended for the ordinance was fairly



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broad as they wanted it to apply to all electric vehicles not just E-bikes and E-scooters. RG said that they didn't draft specific language because she would want to leave that to the City Attorney, but they did intend to include all similar forms of electric vehicles, not just E-bikes and E-scooters. MC suggested that where the ordinance says that electric vehicles should yield to pedestrians, that should also include yielding to people on mobility devices. RG asked AD if electric assisted bikes are allowed in Lake Michael Park. AD said they are not, just regular bikes. AD said that if someone needed something for mobility assistance then that would be fine, but recreational electric vehicles are not permitted.

RG presented the email from Jason Smith. He had sent an economic survey from a regional mountain biking event. The survey shows that recreational events like that can be a significant economic benefit to local economies. JA explained that the event he was referencing is huge since it includes both the kids participating and the parents chaperoning them. RG explained that Mebane does not currently have any events that are as big as this, but it is something to think about in terms of what data could they get and how can they leverage it. The Great Trails State Coalition has been doing a lot of lobbying work around this and calculating how much outdoor recreation contributes to the State's GDP. As Mebane develops more greenways and other regional draws, they may begin to see a greater economic benefit to supporting increased recreation. JA said that leveraging the trails connector program and getting more traffic from the Mountains-to-Sea Trail and directing that traffic through Mebane and to Mebane businesses, parks, and destinations would be a big benefit, especially if they are able to track that data. RG added that Jason had suggested that the BPAC may want to invite the director of the cycling league to be a guest speaker. JA said that the impact on the trail system when this league has their events is likely to be on par with when Cycle NC came through Mebane.

## **2023 ANNUAL REPORT AND 2024 WORK PLAN**

RG presented a second draft of the annual report and work plan. She explained that there had just been a few changes requested at the last meeting. The new bicycle and pedestrian transportation plan is officially adopted, so the annual report now has the adoption date, a picture of the front cover, and a QR code and link for readers to access the plan. She quickly review the other changes. She asked the BPAC members if they have any other changes they would like to see or if they would like to vote on adopting it. JA made a motion to adopt the annual report and work plan and CD seconded the motion. A unanimous vote (5-0) supported the motion to adopt the annual report and work plan. MC asked if it will be accessible for the public to read it. RG said that yes, now that it is adopted she will put it on the BPAC's webpage. She added that she had made some changes to the webpage that she would like to show them. RG explained that she had to put the new bicycle and pedestrian transportation plan on the website so she used that as an opportunity to reorganize a little. There are now picture links to the maps and the annual reports and work plans have their own section. RG explained that they had also kept the original bicycle and pedestrian transportation plan in an archive section. JA asked if that was so they could track where they had been and the progress they are making. RG agreed and added that, because that was the



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City's first bicycle and pedestrian plan, there is a lot of reference and educational material in there that they don't want to discard.

## **DISCRETIONARY FUNDS**

RG explained that the BPAC needs to make a decision about how they would like to spend their funds before the end of the fiscal year. AO will need time to put in a purchase order so they need to decide fairly quickly. RG added that the BPAC spent \$500 on water bottles for the Activity Challenge, so the remaining balance is \$9,500. At the last meeting, the BPAC had discussed doing a promotional campaign, such as yard signs, stickers, etc. RG explained that AO was not able to contact the sign company that had previously created signs for the BPAC prior to the meeting. The previous sign order was just under \$1000. Adjusting for inflation and maybe more signs, the BPAC should probably budget for \$1,500-\$2,000 if they want to move forward with that. RG asked if anyone had worked on any slogan or design ideas. CD said that she had worked on Canva a little. She asked what specifically they were wanting to promote with these signs. JA said that the intent is more to encourage people to walk and bike more generally. RG added that the current signs say things like "Watch Out, Mebanites on Bikes". JA said another one was "Watch me bike, Watch me Play Play". CD suggested "Mebane Shares the Road" or something like that. JN asked if they can have more than one slogan. RG said yes, they should try to come up with a few. JA said that he thought there were four or five different slogans in the last set. He added that the last set focused almost exclusively on bikes. It would be good if this new set focuses more on pedestrians to balance it out. JN asked how many signs a budget of \$1,500-\$2,000 would buy. RG said that she isn't sure. The last order included a lot of signs. AD said that the extra signs are stacked in a storage shed at the MACC. RG said that she uses about 20 for National Bike Month and there are plenty left over. She thinks that there are at least 30-40. CD asked if the designs should be similar to the previous signs. RG explained that the previous signs had cutesy cartoon bikes and similar things. They had talked at the last meeting about reaching out to the same sign company and asking if they can do similar designs with new slogans. CD asked if they should just focus on coming up with slogans then not designs. RG said that if she wants to suggest new designs then she is welcome to, but slogans should be the main focus. JA asked when they need the final designs and to make a decision on what signs to get. RG said that she isn't sure. AO is gone this week but will be back next week. She suggested that the BPAC make some provisional decisions at this meeting as far as how much they would like to budget for signs and plan to work on designs and slogans over the next couple weeks. When AO returns, RG will talk to her about next steps and timeline. AD said that the yard signs they get from Clay Street Printing are about \$17 each. RG explained that her understanding is that when the BPAC got the previous signs they worked with the sign company on the design rather than creating the design themselves. That might increase the cost. JA suggested that even if it increases to \$20 per sign, they could get 50 signs for \$1,000. MC suggested that they could get even more signs maybe 100. RG added that they had discussed getting stickers and bumper stickers as well. JA agreed and said that stickers and other mediums could help reach more people.



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MC asked if they know what other items they want to spend money on this year. RG explained that the BPAC members had also discussed purchasing a bike maintenance repair stand. RG presented four example designs and with rough cost estimates. MC asked if they can start drafting a list of the different items they are considering spending discretionary funds on. JA suggested that they can buy one repair stand now but he would recommend getting a second one soon. RG said that the bike repair stands are probably not going to be more than \$2,500 but they can budget \$3,000 to be safe. CD suggested that the sign designs should be inclusive of people that need mobility assistance and should include wheelchairs and other devices. JA suggested that the signs should reference some of the walking routes.

JN asked if they should budget for giveaway items, maybe as promotional materials, for kids and things like that. Like bike bells, reflectors, and similar items. RG explained that they have helmets that the BPAC got through an NCDOT grant, but that is usually the only type of giveaway that they have on hand. JN asked if it would be helpful to have some smaller items as well. RG said that for Autumnfest, KJ got some stickers off of Amazon and those were really popular. They were fruits and other foods riding bicycles. MC asked if they needed to print more maps and if that would come out of discretionary funds. RG responded that they do need to print more maps but she is not sure if that would come out of the BPAC's discretionary fund or just the Planning Department budget. It's not a large cost either way. JA suggested getting some display boards that they could set up around town to help promote different events and information. It would be nice to have something they could set up at Dogwood, Autumnfest, the bike rodeo, etc. RG asked JA or other BPAC members to send her some examples of what they would like to get. RG said that the Planning Department had purchased an easel for that purpose but if they want to get something in addition to that then that's fine. MC asked if that would fall under discretionary funds. RG said yes, but it is not going to cost very much. MC asked about prizes for the Activity Challenge. RG explained that the BPAC spent \$500 on water bottles for last year's Activity Challenge. They did give away most of them, so they could plan to get another 50 for \$500 again and/or they could get other giveaway items. MC asked if they could just budget some funds for Activity Challenge giveaways and figure out the specific items later. He asked if the discretionary funds go until the end of the year. RG clarified that the fiscal year ends at the end of the June so the discretionary funds need to be spent as much as possible by then. AD explained that they would be reallocated in July for the next fiscal year. Everything for this fiscal year needs to be encumbered by mid-May. RG explained that this is why they need to make a decision on how they are spending the funds very soon. The cutoff for purchase orders is in May. AD said they need to make decisions at the next meeting if they want to have time to get things ordered. MC tallied the ideas they had listed so far and said that comes to about \$6,000. CD said that when she worked at Crossroads they worked with a local coffee shop and had cardboard sleeves with their advertisement made to help advertise. MC asked if they should look at koozies or something like that. RG clarified that the promotional materials are raising awareness about BPAC and what they are working on. The giveaways are just prizes to encourage people to complete the Activity Challenge.



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JA asked about green paint for bike boulevards. RG said that green paint and some curb ramps projects near the library had also been something that they wanted to consider. JA asked if AO was still waiting on a cost estimate from Public Works. RG said that they need more info on what the project would involve and how much it would cost. RG added that it is not that long until the next fiscal year. It may make more sense to focus on promotional materials and other more straightforward items for this fiscal year and they can plan to focus more on projects and other bigger items for next fiscal year. JA said that it felt like they spent a lot of time this year working on the bicycle and pedestrian transportation plan update. RG agreed that it was a significant process that did require input and time from BPAC. MC asked if they could still put them on the list of possible discretionary fund items. RG said that she can add it to the list, but she does not think they will be able to pursue these projects for the current fiscal year. JA agreed that there does not seem to be time. RG said that they had previously been told by Public Works that the mobilization cost is higher than the cost of the work itself so it works better if they can add onto another project that Public Works is already doing rather than just doing these small improvements on their own. RG explained that at the last meeting they had talked about these projects and the deadline to make a decision and decided to switch more towards these promotional campaigns and other items they can order as that does not need as much time to set up. RG said that if they want to see if the green paint or the curb ramps are possible to complete this fiscal year, then they can try that, but they need to have a back up plan if that doesn't work.

MC asked when the greenway is supposed to be completed. RG explained that part of it is supposed to be done by the end of the year, at least last she heard. That is the part that goes from Corregidor St to S Third St. MC asked if there is any signage they want to look into for that. RG said that is something the City would probably do and that wouldn't be needed until next fiscal year anyway. MC said that if they wanted to put a repair stand in the area of the greenway then that would need to be next fiscal year then. RG said that they had talked about putting a repair stand at the Community Park or downtown. She would not recommend planning for putting a repair stand at the greenway at this time. However, the BPAC can purchase a stand and decide where to put it later if they would like. JA asked when the new access for the Community Park is going to be completed. AD said that construction will start soon, but he is trying to figure out how to schedule it around the Juneteenth event. He said it should be done by December at the latest. JA said that he can see having a repair stand downtown, one at the Community Park, one at Lake Michael, and at least one at the greenway. Not all at once, but as an eventual goal. AD asked where they would put one in the Community Park. JA said probably near the shelter or near the parking area. Maybe near the exercise station. MC suggested that they buy two bike repair stand. JA said that if the promotional materials don't consume too much money then getting two stands sounds great. RG said that they need to make some initial decisions now, work out some details and get quotes over the next month, and be ready to make a final decision at the next meeting. AD asked when the next Activity Challenge will start. RG said that they usually kick it off at Dogwood and it typically ends on October 1<sup>st</sup>. AD explained that on July 1<sup>st</sup> they will have a whole new budget, assuming AO put the same amount in the new budget. AD suggested that they get the bike repair stands now



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and then by July they will have a new budget that they can use to get promotional items or giveaways for the Activity Challenge. That would give the BPAC more time to design promotional materials. JA asked when Dogwood is. RG said that Dogwood is April 27<sup>th</sup> and the BPAC will have their next meeting the Monday before on April 22<sup>nd</sup>. AD suggested the bike repair stands are going to be easier to get done on a deadline than the promotional materials.

JA suggested an additional bike repair model that he had emailed to everyone. CD asked if the bike repair stands require regular maintenance. JA said that the air pumps have seals that you need to check occasionally. The tools are all on retractable leashes. If they are yanked on too much then those leashes can wear down and no longer retract. Typically the tools are not stolen as it is difficult to remove them from the leashes. JN asked who would be responsible for maintenance. JA said he did not think it would cost that much. The BPAC can check it once every six months or they can have a QR code where people can report problems. RG said that seems like something that the BPAC can address as needed and doesn't necessarily need to be budgeted for ahead of time. MC asked if a standalone pump is beneficial or just the rack. RG and JA said they would recommend doing both. JA said that having the pump separate from the repair stand can be helpful. RG said that she had put down \$3,000 for each bike repair stand but that is likely an overestimate. It may be \$2,000 to \$2,500. JA suggested that buying two together might reduce costs. MC asked if they do want to move forward with getting two repair stands. JA asked AD if they could store one of the stands at the MACC if needed and AD said that would be fine. RG said that all of these items are not going to require as much planning as a physical project. She will talk to AO but she thinks that they can move forward with this provisional list, set tasks to refine it over the next month, and then decide on a final list at the next meeting. JA said that they should be able to definitely move forward with the bike repair stands and any Activity Challenge giveaways, but they may need to put off the promotional materials if they don't have time to finalize designs. RG said that they do have plenty of signs for National Bike Month. She always puts them at all of the City parks and if they have suggestions of additional locations they have enough for more. RG explained that they had discussed at the last meeting that if they talk to the company that did the previous signs and just give them new slogans then they may be able to quickly create new signs based on the old designs. CD asked if they should share designs over email before the next meeting and RG agreed that was a good plan. AD said that 18x24 is a good size if they want to try drafting some designs.

RG said that another research item is to think of other Activity Challenge giveaways. The water bottles are great but they may want to have some additional items as well. CD suggested lanyards. JA said that they had talked about asking downtown businesses to donate gift certificates. RG said that is a separate conversation as they can't use discretionary funds for that. She added that they would talk about that next. JA said that he wasn't sure if they could purchase it or if it would need to be donated. RG explained that they couldn't buy anything that would be raffled off. Anything that they purchase needs to be given to all Activity Challenge participants. They had talked about contacting local businesses and seeing if they would donate anything that could be used as a top





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prize in exchange for some kind of promotion. RG explained that for giveaways they want something small that would be useful to someone engaging in walking and biking activities. Previously they have gotten sunglasses and athletic towels from AD because Recreation and Parks has lots of Mebane branded items. JA asked if they could get water bottles in Mebane colors. RG said that last time they had just purchased them off of Amazon so they can't get custom colors.

JA added that his cycling group had used the new bike rack in the pocket park and it was a big hit. They enjoyed congregating in the park instead of being crammed on the sidewalk outside Filament. RG added that there is a sign on the rack now where people can check in when they use it. RG said that they are running low on time. She asked if everyone is good with the preliminary list and said that she would email the list and further notes to everyone.

## **MEBANE ACTIVITY CHALLENGE**

RG explained that they usually start the Activity Challenge at the Dogwood Festival. They will have a meeting before the Festival, but it will be right before, the Monday before the Saturday. She said that she thinks that the Activity Challenge went well last year, but if anyone has any suggestions or challenges they want to add, they are welcome to say so. The main thing that the BPAC members had discussed wanting to do for this year was to partner with local businesses, maybe those downtown, to try to get some bigger prizes donated that could be raffled and maybe help draw more people in. JA suggested advertising the new greenway projects and the connector to Lake Michael. RG responded that she was not sure those projects would be completed by the start of the beginning of the Activity Challenge. She suggested those would be great challenges to add next year. JA asked about the Cates Farm playground. AD said he thinks there will be a ribbon cutting before Dogwood. RG said that since they already have hiking the trails at Cates Farm she can just add the playground as an additional option. She noted that the typical participants have been either older adults or families with young children so having both the trails and the playground as options should help reach both groups. MC suggested that they could include pets somehow maybe allow pictures of pets completing challenges instead of or in addition to selfies. RG said that she would have to think about how that could be added to the flyer as there is limited space. MC said that it might encourage people to complete the challenges since they typically have to walk their dog anyway. People might not realize that they can complete the challenges with their dog. MC suggested that if they don't have time to look into it this year maybe they can consider it for next year. JA said that there was a lot more engagement this year than last year so hopefully they can keep building that momentum. RG agreed that there has been a steady increase in participation and that's great because it means people aren't getting tired of it. Changing it up every year or few years is a good idea that will help keep people engaged. RG added that she isn't completely sure how to work in dogs or other things but she would encourage the BPAC members to keep thinking of new ideas. JA said that he wants it to be an evolution that advertises and exploits the new projects that the City has been working on, the Greenway, the Connector, etc. RG said that she thinks next year will be super exciting with the greenway and all the other new trails.



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RG explained that they don't have much time to make changes to the design of the Challenge but they do have some time to figure out prizes as those aren't given out until the end in October. They did want to be able to include the prize in the promotion of the event though, so they would need to work pretty quickly. She asked if anyone has any local businesses that they would like to suggest reaching out to. JA suggested Filament and Lou's Bakery. JN said that she can talk to Kelly at Solgarden. JN asked if the prize should be activity themed and RG said that it could probably just be a gift card. If they can find something that connects to walking and biking then that would be good but they can also just go with something that represents Mebane and local businesses. BB said that the guy that runs the Boardega might be interested. CD suggested Muffin's Ice Cream. RG said that she can speak with Barbara, the Director of Mebane Main Street as well. RG said that she would follow up with them by email on these options.

## **NEW AND ONGOING BUSINESS**

### **DOGWOOD FESTIVAL**

RG asked if any members will be available and interested in volunteering at the Dogwood Festival. The Festival starts at 10 so setup will probably be around 8 or 9. Kelly the City's PIO confirmed that the BPAC will have a spot. Details about the location and setup will be sent closer to the event. RG explained that either she or KJ will send out a sign-up sheet for volunteers. It will be April 27<sup>th</sup>.

RG explained that the bike rodeo is also coming up. Typically the BPAC holds it in May or June. They need to start working on a date and coordinate with Mebane PD. Typically the BPAC organizes the time and place for the rodeo. Last year the rodeo was held at Truist downtown and that was a really good location. The BPAC should see if they can hold it there again. RG explained that typically Rebecca Brouwer had coordinated with Mebane PD so she will talk to AO about who should take the lead on that. RG added that if they want to be able to advertise the rodeo at the Dogwood Festival then they need to settle on a date and location soon. MC suggested holding it on the same weekend as last year. RG said they just need to see if that works with Mebane PD. They also need to talk to Mebane PD about the location as they reached out to Truist last year. JA explained that it's really the PD's event, the BPAC just helps organize and promote it. RG agreed.

### **ANNUAL RETREAT**

RG explained that typically the BPAC holds an annual retreat during the summer. Instead of holding their regular meeting that month, they will come up with a weekend day where they will hold a 3-4 hour meeting and have lunch. It is up to the BPAC members what they want to focus on. Last year there was a presentation on the difference between capital projects and discretionary funds and then they worked on coming up with routes for the bike map. The BPAC does not need to make a decision on this now but they need to start looking at their calendars and coming up with dates.



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## **GRANT OPPORTUNITIES**

RG explained that City staff decided not to pursue the AARP grant this year. They are planning to look into it more next year.

RG said that the BPAC's next meeting will be April 22<sup>nd</sup>, the Monday before Dogwood. In May, the Fourth Monday will be Memorial Day so the meeting date needs to be moved. She asked if all of the BPAC members are okay with moving the meeting to May 20<sup>th</sup>. MC motioned to approve changing the date and JA seconded. A unanimous vote (5-0) supported approval of moving the May meeting date to the 20<sup>th</sup>.

MC explained that, sadly, this meeting will be his last as a BPAC member as he is moving out of the area. RG thanked MC for all of his work and wished him good luck with the move. She told the BPAC members that they will need to discuss the election of another vice chair at the next meeting.

The meeting was adjourned at 8:01 p.m.

*Meeting summary prepared by Rachel Gaffney, City Planner.*