



Bicycle & Pedestrian Advisory Commission

Meeting Summary
September 28, 2020 at 6:00 p.m.

NAME	REPRESENTATION
Rebecca Brouwer (RB)	City
Sarah Elder (SE)	City
Andy Lynch (AL)	Alamance County ETJ
Chelsey Morrison (CM)	Orange County
Patty Philipps (PDP)	City Council Delegate
Sylvia Sichi (SS)	City
Cy Stober (CS)	Development Director
Wayne Pore (WP)	Public Works Director
Mark Reich (MR)	Alley, Williams, Carmen, & King, Inc.
Audrey Vogel (AV)	City Planner

Matt Engwall (City) had an unexcused absence.

Public Participation: Jason Smith joined the Zoom call.

APPROVAL OF AUGUST 24, 2020, MEETING SUMMARY

CM moved to approve the minutes.

AL seconded the motion.

A unanimous vote supported the motion.

INTRODUCTION OF AUDREY VOGEL, CITY PLANNER

CS introduced AV to the BPAC.

The BPAC welcomed AV to the meeting and the City.

RESURFACING SCHEDULE & BPAC RECOMMENDATIONS

RB welcomed WP and MR to the meeting.

MR described the resurfacing and repair list before the BPAC, noting 3.2 miles of City streets are scheduled to be repaved. He referenced the bicycle recommendations sent by AO prior to the meeting. MR commented the City arrived at the resurfacing and repair list from the paving condition survey completed earlier in the year. Streets have been grouped together. A few streets in the Mill Creek area were skipped this year to allow for grouping with streets scheduled for resurfacing next year, which leads to better pricing. MR commented that staff hopes to get the list out for bids soon to



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allow for resurfacing and repair to begin in the spring. He remarked that with NCDOT cutting back on projects, pricing is better this year. MR asked for any questions.

RB asked about a section of S Fourth St, remarking on previous conversations about connections to the greenway.

CS commented the block is not scheduled for repaving. He noted the Bike & Ped Plan does not include sidewalks on this block because neighbors attended meetings and voiced concerns.

PDP replied that at least one property owner has indicated enough change in ownership has occurred that minds have changed, and it might be worth re-polling property owners.

CS responded that staff intends to revisit and update the Bike & Ped Plan in about a year and will likely seek funding from NCDOT that requires a match from the City.

WP asked if the discussion was about the 500 block of S Fourth where no sidewalk exists.

RB confirmed, noting the sidewalk gap stretches from W McKinley to W Roosevelt.

WP commented he has already prepared a letter to send to residents on the block and was planning conversations with Alley, Williams, Carmen, and King (AWCK) about marking the right-of-way. He noted some possible storm drainage issues. The letter mentions the City is considering a sidewalk and requests feedback. WP mentioned one property owner has asked about a sidewalk.

PDP commented she has also spoken with someone interested in a sidewalk on the block.

WP stated he is hoping to send the letter this week.

CS asked that an update be shared with the Planning Department in the next month.



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WP commented he is currently working on the proposed sidewalk along the 300 block of Jackson, which has been welcomed by homeowners.

CS asked that the BPAC look closely at the intersection improvement recommendations column included in the spreadsheet from AO. He remarked this is an ideal time for striping and stenciling since crews will be out. The BPAC is not required to couple its bike/ped recommendations with the repaving schedule, but it does provide a good opportunity. CS noted streets not included in the list may be of higher priority for bike/ped improvements.

MR asked about the proposed bike lane on W Ruffin.

CS asked about the right-of-way width on Ruffin.

MR replied he was not certain but guessed 50', noting it could be 60'. MR reviewed road width data, finding between Third and Fourth, the road width of W Ruffin is 20' while the block of Third and Second includes curb and gutter and the block between First and Second includes a parking lot.

CS responded that the narrow road width presents concerns about a bike lane.

MR noted the possibility of widening the block of Ruffin between Third and Fourth due to the large parking lot.

CS asked if the repaving of Ruffin would widen Ruffin.

MR replied there were no plans to widen it at this point.

RB asked if the BPAC could send questions to MR after the meeting.

MR agreed to take questions after the meeting and expressed interest in determining what might be incorporated into the contract. MR asked about the recommendations for Third and Fieldstone. He recognized a comment on the spreadsheet for a paved shoulder and indicated Fieldstone is curb and gutter.

CS responded a dead-end sidewalk exists and construction of the Bypass may have made the crossing obsolete.



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RB agreed the recommendation appeared to be old and no longer relevant.

MR asked about the raised crosswalk proposed at Kit Ct and N Fifth St. MR thought input from City Council may be appropriate if a raised crosswalk is desired.

RB asked if a raised crosswalk was basically a combination of a speed bump and crosswalk.

MR replied they serve the same function.

RB asked CS and AL if the raised crosswalk was a BPAC request or part of the Bike/Ped Plan.

CS responded it appears in the plan and remarked the plan calls for a combination of bike boulevards, bike lanes, and traffic calming on N Fifth. A raised crosswalk would be a form of traffic calming.

RB asked if it was common to have a raised crosswalk in the middle of a bike boulevard.

CS responded he believed a cut would exist at the curb and gutter that is coordinated with ADA-compliant crosswalks.

SE asked about the proximity of a raised crosswalk to the stop sign.

CS responded it was not common.

RB asked if it was two intersections to the stop sign or one.

MR responded the intersection with Paddle is north of Kit. He estimated 700-800 feet between Kit Ct and the stop sign and noted the sidewalk switches sides in this area.

RB commented she has noticed many pedestrians in this area and the street is wider, making it more difficult to traverse. She remarked a crosswalk is not a bad idea, but the BPAC needs to determine if it is necessary.

CS asked WP or MR to provide a cost estimate for a speed table.

MR replied the base could be built up with asphalt or concrete. He indicated it could be done and estimated a minimum of \$5,000 in costs and up to \$10,000.



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CS recommended the BPAC involve Council if a raised crosswalk is desired. He did not believe Mebane has any speed tables or speed bumps in public rights-of-way.

MR and WP indicated they were not aware of any. WP remarked it is not liked by Fire or when plowing streets during snow events.

SE asked if the crosswalk had to be raised.

CS replied the BPAC does advise the Council and can pursue a regular or high-visibility crosswalk instead of the proposed raised crosswalk.

SE commented she finds a raised crosswalk to be overkill.

RB agreed. She thinks a crosswalk makes sense and asked for any comments from others.

SE remarked that once the Bypass opens, fewer people are likely to travel by vehicle down N Fifth, herself included. Traffic may become calmer.

AL asked how the speed of cars affects the decision.

SE said it might and commented the nearby stop sign should slow cars down. She expressed her preference as a cyclist to not have to travel a speed hump while on a bike.

CM asked if any stop signs exist below the intersection.

MR replied the only stop conditions are at Stagecoach and Center. He indicated cars do speed on Fifth St. MR asked WP if the



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crosswalk at Jackson and S Fifth was painted (not high-visibility) with signage before and after.

WP confirmed that as correct.

RB asked if a blinking light was at the intersection.

WP confirmed and indicated NCDOT installed the light.

MR responded the southern stretch of Fifth likely has more traffic than the northern. He suggested two white lines with signage may be adequate for the Kit intersection. MR advised the City take a look at where the crosswalk should be located to allow for stopping and sight distance for southbound traffic.

RB made a motion for the BPAC to pursue a painted crosswalk with signage and allow MR and WP to determine the best location.

WP replied he would use glass beads on the crosswalk itself to let it pop at night.

MR commented the lines are eight-inch wide, which is less costly with maintenance costs.

RB asked if this would be considered an action by the BPAC.

CS replied it would be considered an action because the improvement is not recommended in the adopted plan.



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SE seconded the motion.

The motion passed unanimously.

MR asked about the curb ramp recommended at the intersection of Third and Crawford. He agreed with the recommendation and indicated it should be easy to include in the contract.

WP asked about the curb ramps recommended for N Charles St.

MR commented a high-visibility crosswalk was installed at Clay and Charles this past spring.

CS noted the improvement was not captured in the annual report.

MR asked about the recommendation for a raised crosswalk across Ruffin to the school. He questioned if a raised crosswalk is appropriate given a stop condition at Clay and questioned if sidewalk exists on Ruffin St.

CS responded this relates to the capital design project the BPAC recommended to Council for sidewalk connections to the school from W Crawford. He remarked budgeted revenues are better than expected and Council may check back in on projects recommended for FY21. CS asked the BPAC to consider if they wish to continue with the two design projects recommended or pursue improvements with repaving projects.

AL asked if there was latitude to make recommendations for further enhancements to the greenway. He mentioned the boardwalk discussed at the last meeting. AL commented the greenway will be a high-visibility project supported by the BPAC and enhancements to the greenway may have more impact.

CS replied the BPAC has broad latitude to make recommendations for investment of this year's capital budget, and the Council has broad latitude to listen to the recommendations.

AL asked if the BPAC desires to diversify or concentrate the ask if going to make additional recommendations.



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CM commented that if considering the greenway enhancements alongside the design project for Crawford, the Crawford project may be less of a priority because fewer students and families will be walking to school this year.

RB commented it may make sense to have design work completed in advance of work on the greenway so that construction cost estimates are available for the BPAC to review. She asked if the budget recommendations were available to the BPAC.

CS replied the capital project budget recommendations are included in the annual report and asked if RB was interested in a list of recommended striping projects.

RB clarified a need to revisit the design projects.

CS asked MR when further feedback was needed.

MR replied the City Engineer wants to have items ready and he hopes to begin advertising next week. Council input is needed and may not be considered until the November meeting. Formal bidding is required, which creates a 30-day time period. MR commented work will begin once it becomes warmer in 2021, taking approximately 5-6 weeks to complete three miles of repaving.

RB suggested feedback in the next couple of days.

MR replied he can always do a change order or addendum to the contract documents.

WP commented he would like to add curb ramps where recommended and may be able to pull money from the operating budget.

MR replied that is a minor change and simple addition.

PDP asked about crosswalks in the school areas. She commented crosswalks should be installed if paving in the area, especially if a minimal cost.

RB asked if anything near Crawford was part of the upcoming repaving schedule.

PDP replied improvements were shown at the intersection of Charles and Clay St.



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MR responded pavement markings are not a big-ticket item, with 8-inch markings at approximately \$1/foot.

PDP commented she did not want to miss any of those opportunities, especially if a school safety issue.

MR indicated he is happy to look at the recommendation. With the contract being unit-price, it is easy to extend the quantity of this type of addition.

SS asked if sidewalk lost along Third St due to road work would be replaced.

CS replied it is part of the Bypass project and is coming back.

SS asked if possible to add pavement markings across S Fifth St near Lowes Foods and Fieldale to essentially extend the sidewalk.

MR replied he is happy to review. The cut-through is considered a drive (Medical Park Dr) and not a public street.

CS responded the City is reviewing a project that may need to complete the crosswalk across the drive.

WP commented NCDOT would need to approve any crossings on S Fifth St.

MR left the meeting.

RB asked the BPAC if the conversation about design projects had been finished. She asked CS if the BPAC needs to revisit the budget recommendations or take any action to Council.

CS commented recommendations in the spreadsheet stand as is unless the BPAC wishes to remove or amend anything. He stated MR needs to know what to include in the contract before putting it out to bid. If the BPAC wishes to have a follow-up meeting, State law requires two-day notice be provided. A special meeting could be called for discussion of the recommendations.

CM asked about sidewalks on Ruffin, particularly where resurfacing is planned.



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The BPAC reviewed a sidewalk map, showing existing and proposed sidewalk.

CM asked if the sidewalk proposed in the Bike/Ped Plan would be constructed with the resurfacing of Ruffin or if it was a different project.

CS responded that all of Ruffin from First to Fourth will be resurfaced. Sidewalk is on one block. The proposed sidewalk is a capital project that would need to be designed. CS recalled a conversation in the spring about whether resurfacing projects with unbuilt sidewalks should be delayed. The BPAC could make a recommendation or allow the resurfacing to instigate a conversation about the need for sidewalk on Ruffin. CS commented there has not been any initial work to consider a sidewalk and no direction has been provided by the BPAC or Council.

CM replied she did not feel strongly about pursuing a sidewalk at this time.

RB asked if more conversation is needed about the spreadsheet with recommendations from the Bike/Ped Plan. She asked the BPAC if they wished to reconsider the recommendations or let them stand.

SE asked when a final answer is needed.

RB asked when the resurfacing scheduled would go to Council.

CS advised to include BPAC recommendations with MR's submittal to Council, suggesting an attachment to his item.

RB asked if the BPAC needs to take any action and make changes to its recommendations in parallel.

CS responded that what the BPAC has done during the meeting is sufficient.



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SE asked when the BPAC should act if other revisions are desired and if the BPAC could have another day to review the spreadsheet.

CS reminded the BPAC of comments from MR that change orders are common and not a big deal. He recommended paying attention to recommendations for raised crosswalks and bike lanes.

SE commented she would benefit from having another day to review the spreadsheet.

CS reminded the BPAC that actions requiring a motion would necessitate posting 48-hour advance public notice and another meeting on Zoom.

RB referred to previous comments by AL and the potential for more discussion on greenway enhancements.

CS commented the greenway would be a separate project from the resurfacing schedule.

RB asked for the BPAC to review the spreadsheet and get back to her by 5:00 the next day. She will contact CS and AO if changes are recommended.

AO commented she could send a link to an online spreadsheet for the BPAC to edit.

RB asked WP if he had anything else.

WP commented he has communicated with CS about installing a crosswalk at the intersection of Brown and N Ninth.

CM and SE voiced their support of a crosswalk at the intersection.

CS commented it gets a little goofy due to the City owning part and NCDOT owning another part.



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WP responded that the entire intersection may be NCDOT. WP commented a resident has reached out to him about near misses, and a crosswalk and signage makes sense.

RB asked if this improvement is on the City's radar despite not being on the resurfacing schedule.

CS replied that the improvement does not need to wait and said this would be added as another request to NCDOT and use discretionary funds.

WP mentioned he pulled a list of accidents from the Police Department. Recently, two accidents have occurred within a month of each other and four accidents within the last two years. He mentioned development is occurring north of the area and this is a main drive for those traveling into Mebane.

RB asked if any action was needed from the BPAC.

CS said an action would be helpful and was taken for other encroachment agreements.

SE made a motion for WP to continue pursuing a crosswalk at the intersection of Brown and N Ninth.

CM seconded the motion.

A unanimous vote supported the motion (5-0, AL left the meeting early).

RB confirmed the resurfacing/repair list occurs annually. She asked WP if there is a better month or time of the year for the BPAC to have this type of conversation.

WP replied the City was playing catch-up, and the list just reviewed by the BPAC is for this fiscal year's budget and work will happen before June 30. He suggested July/August as an ideal time for discussion.



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RB asked if WP could seek input from the BPAC based on his timing and inquired if it is correct for the BPAC to react to a completed resurfacing list.

WP agreed and mentioned the new pavement study. He suggested MR send the pavement study to the BPAC as soon as the roads are listed, giving the BPAC more time to review.

The BPAC thanked WP for joining the meeting.

STRATEGY FOR RECRUITING BPAC MEMBERS

RB referenced the last meeting when the BPAC discussed terms ending for current BPAC members. BPAC positions are advertised in the paper, posted on social media, and distributed as a press release to media outlets. The BPAC had discussed advertising more widely. RB asked for thoughts from the group.

CM asked if the positions opening would be location specific.

RB commented her spot is opening and is a City position. The Council position (PDP) and Alamance ETJ position (AL) will also be opening. Anyone can reapply for an additional term.

RB recalled previous discussion of BPAC members using their networks to recruit because the City can only do so much. She asked the BPAC to reflect on perspectives missing from the group.

PDP mentioned previous discussion with CS about whether it is necessary to have a City Council delegate on the BPAC. She expressed her appreciation for the BPAC and commented she wants to be sure she is acting as a liaison and not pushing her own agenda. PDP suggested the BPAC become completely independent of the Council.

RB responded it would be nice to have a City Council liaison that is non-voting and adding another voting member from the City or ETJ. She referenced Mebane's growth and asked if the BPAC should be pushing for more participation from those outside of City limits.

PDP commented she agrees that she should not hold a seat that votes and would love to continue to meet and advise the BPAC. She remarked that no



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BPAC member is from south of the Interstate and having someone from that area would be nice given the different interaction with Mebane roads. PDP suggested the BPAC Ordinance would need to be rewritten and advised for any other changes to be considered quickly.

CS commented the BPAC positions are appointed at the February Council meeting and suggested tasks completed by December.

RB suggested items going before Council at the November meeting
PDP agreed and said December at the latest.

CS commented Council may need to determine if the BPAC includes a voting delegate from Council, and he will check with the City Attorney. The BPAC may be able to approve the amendment.

RB asked for clarification about transitioning from a voting City Council delegate to a non-voting liaison.

CS replied the problem is the Ordinance language establishes the Council delegate as a voting member. An amendment can be completed without a public hearing.

RB asked if the BPAC would be able to designate BPAC membership by area of the City.

CS suggested the language could be crafted to represent as many geographic areas of the City as possible. An amendment to the Ordinance would be required with a recommendation from the BPAC.

PDP cautioned the Ordinance language should not be too prescriptive about geographic location as qualifications and enthusiasm about the BPAC remain important.

RB agreed and added the BPAC does not want to be constantly amending the Ordinance to edit locations. She suggested the BPAC target recruitment efforts.

CM commented that another strategy is advising Council on BPAC preferences for including those from other parts of the City.



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RB asked if it is possible to have an undesignated seat.

CS replied the position filled by CM is undesignated. CM is required to be from Orange County but with no ETJ applicant, she is from the City. He suggested all the BPAC members are effectively at-large representatives.

RB asked if a location should be specified for the new community member position.

PDP suggested leaving it as flexible as possible, with Council considering representation.

RB added the lack of location specificity may be left as is, with discretion given to Council.

CS commented two opportunities exist for wordsmithing – the Ordinance, which would be prescriptive, and the press release for the new positions.

RB asked if the BPAC would have an opportunity for review of the press release ahead of time.

CS replied historically staff has crafted the press release.

RB asked the BPAC if they were okay reviewing a press release crafted by staff. The BPAC agreed.

PDP expressed her gratitude for RB's leadership of the BPAC.

NEW & ONGOING BUSINESS

RB commented she noticed work on the Cates Farm trails.

CS provided an update from AD. Construction on the trails has commenced. The weather-dependent delivery date for the Forest Trail is December 1.

RB asked if there would be an opening for the trails and if the BPAC had interest in participating.



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PDP responded the BPAC should drum up support and enthusiasm and asked CS for a possible date of opening.

CS replied December 1 is the goal date for the Forest Trail.

Other loops may not be completed at that time. He suggested Council may weigh in on an opening date.

RB asked for an update to be provided to the BPAC as the date for the opening becomes more evident and referenced previous participation by the BPAC in events.

PDP agreed participation from the BPAC is a good idea and suggested a table with materials to share.

CS commented AD is a big fan of events and would be willing to take on an opening.

SS added that Mebane Walks could participate.

RB agreed and suggested help advertising the event.

PDP asked if the BPAC had seen the video for the Fitness Court at the Community Park.

RB commented MebFit instructors participated in the video.

RB confirmed AO would send a Google Sheet and reminded the BPAC to review and send comments by 5:00 p.m.

CS updated the BPAC on the Main Street Kickoff Meeting, noting an encouraging start. He asked how the BPAC would like to be updated. The meeting is available on YouTube.

RB read a comment from the chat and asked if the spreadsheet could be shared with Jason Smith.

AO responded she would share the spreadsheet with Jason.

The meeting was adjourned at 7:30 p.m.

Meeting summary by Ashley Ownbey, City of Mebane Planner