



Bicycle & Pedestrian Advisory Commission

Regular Meeting Agenda
August 23, 2021 at 6:00 p.m.

1. Call to Order
2. Public Comment
3. Approval of July 26, 2021, Meeting Summary
4. October Bike Rodeo Check-In
 - a. Corporal Rodney Ward, Mebane Police Department
5. Better Block Trailer Updates
6. Continued Discussion of Capital Projects
7. Review of [New City Website](#) & [Maps](#)
 - a. City Emails
8. New & Ongoing Business
9. Adjournment

A LOOK AHEAD

September	Ongoing: Second month of Better Block projects. Meeting: Decide if meeting is needed – the major item is capital project recommendations
October	Ongoing: Final month of Better Block projects. Bike Rodeo. Meeting: Evaluation of Better Block projects. Final capital project recommendations for upcoming fiscal year.
November	Meeting: Review and discuss BPAC membership (terms expiring 2022). Debrief Better Block projects and Bike Rodeo.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

NAME	REPRESENTATION
Rebecca Brouwer (RB)	City
Sarah Elder (SE)	City
Matt Engwall (ME)	City
Katy Jones (KJ)	At-large
Jason Smith (JS)	Alamance County ETJ
Cy Stober (CS)	Development Director
Aaron Davis (AD)	Recreation & Parks Director
Franz Holt (FH)	City Engineer
Chuck Smith	Public Works Director
Bea Hunter	Human Resources Director

Chelsey Morrison and Sylvia Sichi had excused absences.

CALL TO ORDER

RB called the meeting to order. The BPAC did a round of introductions to benefit new City staff and BPAC members.

APPROVAL OF JUNE 28, 2021, MEETING SUMMARY

RB moved to approve the June meeting summary.

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

RECOMMENDATIONS FOR TENTATIVE STREET RESURFACING LIST

FH reviewed the tentative street resurfacing and repair list, remarking on how the list is created and noting that not every street is resurfaced as some are repaired (e.g., patching). FH commented that some of the recommendations in the Bike/Ped Plan are not doable on ribbon-paved streets. He recognized updates to the plan are expected to begin this fiscal year.

CS reminded the BPAC of the conversation of a bike lane on S Eighth Street, which is currently 18' wide. A bike lane would cost more than \$2 million on S Eighth.

FH remarked the repair project for Ashbury Boulevard is not for resurfacing. Portions of the street will be repaired.

RB asked if Ashbury existed when the Bike/Ped Plan was created and if the BPAC was bound to the recommendations of the Bike/Ped Plan.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

CS responded the BPAC's role is to advise the City Council and can advise that the current plan unsatisfactorily addresses certain issues. He commented it is preferred to have an adopted plan with the recommendation, but the BPAC could make recommendations beyond the plan if they address pressing matters.

ME asked how the BPAC could consider improvements that provide the same service as a project, like a bike lane, recommended in the Bike/Ped Plan that is not feasible. He commented on the issue of addressing new connection points not included in the Bike/Ped Plan.

FH responded to focus on the street repair/resurfacing list for now, recognizing there are other needs that need be addressed.

ME agreed and added he was imagining improvements on Graham, Ruffin, and Crawford that would change the flow of vehicular and bicycle traffic.

CS replied that the best opportunity to address those concerns is with updates to the Bike/Ped Plan. He commented the planning process will begin in the new year.

RB commented that adding sharrows to a street now does not preclude the BPAC from later recommending a bike lane or different type of improvement.

FH added this could be discussed with the capital projects agenda item.

The BPAC reviewed streets recommended for repair and resurfacing that overlap with recommendations of the Bike/Ped Plan.

- St. Andrews Drive – the Bike/Ped Plan recommends a sidewalk, which would be a capital project recommendation by the BPAC.
- Ashbury Boulevard – included because of Better Block temporary crosswalks; FH indicated crosswalks would not be impacted by proposed patching work.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

- Jackson Street – the Bike/Ped Plan recommends intersection improvements at Third & Jackson.
- Kit Court – crosswalks were added in this area with last fiscal year's resurfacing contract.
- S Second Street (from Roosevelt to Third and Holt to Jackson) – the Bike/Ped Plan recommends a bike boulevard and greenway connections in the area. FH and CS remarked on changes to traffic flow with construction at the school.

RB remarked on improvements to Holt Street Park and Walker Field and the number of pedestrians and bicyclists in the area. She commented a bike boulevard could be beneficial on Second.

CS responded markings and signage would be outside the scope of the resurfacing contract.

Chuck Smith commented on recent sidewalk improvements in the area. He remarked on community support for the project.

CS reviewed the five-year resurfacing schedule for the NCDOT. He remarked on the process for how the City can partner with the NCDOT to realize bike/ped improvements.

Below is the link to reviewing the NCDOT 2021-2025 Highway Maintenance Improvement Program (HMIP):

<https://www.arcgis.com/apps/mapviewer/index.html?webmap=ceae1d0cf870473fb7d35294acb6b71c>

CS suggested planning a separate time for the BPAC to discuss.

RB asked if the NCDOT had a map of recently completed projects.

CS replied he would ask.

RB asked the BPAC if they would like to make any recommendations associated with the street repair/resurfacing list.

The BPAC determined no action was needed.

CAPITAL PROJECT DISCUSSION (FISCAL YEAR 2022-2023)

CS reminded the BPAC of the two design projects (W Crawford sidewalk and Third-Fifth greenway connector) funded in Fiscal Year 2021-2022. Staff will need to have a recommendation as to whether the projects should be funded for construction by



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

January. This means public buy-in must exist and the design is possible. CS added the greenway connector requires coordination with Duke Energy about use of their right-of-way.

FH reviewed items considered during design projects – existing right-of-way, drainage, ADA requirements, trees, driveways and parking, utilities, etc. – and the challenge of whether area residents would like a sidewalk.

ME asked when neighbors are involved.

CS commented on outreach efforts for the W Crawford Street sidewalk.

RB asked about the intersection of the N Fifth bike boulevard with W Crawford, remarking on the possibility for a shared-use path on Crawford.

ME asked for clarity on right-of-way.

FH responded right-of-way varies, especially in older parts of Mebane.

ME suggested avoiding areas where right-of-way is an issue.

SE asked if the BPAC needed to take any action regarding the W Crawford outreach.

CS confirmed no action is needed. He reviewed that a final design is needed by December, meaning outreach needs to occur by early September.

Chuck Smith commented on the positive experience of having buy-in for the Jackson Street project and the ability to work with homeowners when changes to the design were needed.

RB asked if the public input would be made available to the BPAC and if there would be a public hearing.

CS confirmed the input would be shared with the BPAC and commented the outreach would be largely individual. If an open house is needed, staff will plan accordingly.

RB asked about outreach for the Third-Fifth greenway connector.

FH reviewed challenges of working within Duke Energy's right-of-way.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

CS remarked on other parks and greenways using Duke's right-of-way and the need for a conversation.

RB asked about any preferences by Duke for the type of material used on the greenway.

FH replied Duke Energy requires the material to support their equipment.

RB asked if FH would come back in September with more information.

FH agreed.

AO asked if the BPAC had any new capital project ideas to discuss with FH.

FH commented projects not identified in the Bike/Ped Plan should wait until the plan is updated.

CS remarked on the Bike/Ped Plan's value as a tool to realizing bicycle and pedestrian improvements. He clarified any recommendations beyond what is currently included in the Bike/Ped Plan would need to include justification.

RB asked the BPAC to come to the next meeting with ideas for the capital project discussion.

JS asked for clarification between capital projects and simple improvements.

CS responded the BPAC has \$10,000 in discretionary funds and could make recommendations for use of those funds for pavement markings, signage, etc. He suggested a presentation to the City Manager and City Council similar to the Better Block presentation.

JS clarified that anything outside of the \$10,000 would be a capital project.

CS replied that was likely true. He commented any project requiring construction documents or right-of-way/easement acquisition would be a capital project.

RB asked for an update on the greenway construction.

CS replied the City is awaiting final easement acquisition and conversations have been positive.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

BETTER BLOCK PREP & NEXT STEPS

RB reviewed the need to discuss raising community awareness of the projects, drafting an evaluation plan, and implementing and maintaining the projects. RB commented on conversations with Downtown business owners to be eyes on the parklet and the BPAC's role in maintaining it. She confirmed with Chuck Smith his staff would pick up trash as part of the Downtown schedule.

Chuck Smith commented on how Public Works staff will support maintenance of the Downtown parklet, primarily checking the area in the morning.

AD suggested the BPAC create a Google Doc to assign members to check on the parklet in the afternoon/evening.

The BPAC liked the idea and RB volunteered to create a sign-up sheet.

AD clarified the BPAC would not be using the dumpster parklet from the City of Graham.

CS confirmed.

AO updated the BPAC on staff's consideration for ordering stop signs for the Ashbury traffic calming. The BPAC agreed to pursue all stop signs at one time.

Chuck Smith commented on existing supplies and a recent order to realize the temporary stop signs. He remarked more U-Channel posts are needed.

RB made a motion that the purchase of the bike rack and U-Channel posts should not exceed \$1,000. KJ seconded the motion.

A unanimous vote (5-0) supported the motion.

JS asked if the items would become part of the Better Block Trailer.

CS replied no. He commented on the \$500 consumable budget with the Better Block Trailer, which will support plants for the parklet.

RB reviewed a rough timeline she drafted. She commented on the need to use City channels to communicate the projects, given the BPAC does not have an email address or separate social media account.

- August – introduce ideas to community (driven by City, recommended by the BPAC); release of video; announcement of where, why, and who to contact



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

- September – projects are installed, with on-site evaluation (QR Codes, Ballot Boxes) and off-site evaluation through social media
- October – continued evaluation

ME asked if anything from the Better Block Trailer would be used for the parklet.

AO asked if the BPAC could use picnic tables from Recreation & Parks.

AD agreed and commented on the need to purchase new picnic tables. The BPAC confirmed three picnic tables would be used. AD asked for a date of when to deliver the tables.

The BPAC discussed the need to determine the barrier.

CS commented on items in the Better Block Trailer that could be used to support a barrier.

SE asked about any barriers to be borrowed from the City.

The BPAC reviewed example photos of parklets from other communities and discussed ideas.

RB asked if a few BPAC members could purchase items and be reimbursed by the City.

CS replied a shopping list will need to be provided to City staff.

ME asked if everything needed to be discussed at a meeting.

CS replied no and added significant modifications would need to be discussed during a meeting.

The BPAC agreed to use reusable items, like palettes, for the barrier.

The BPAC discussed when projects would be realized and the possible extension of the parklet into November, pending it is well-received and Council approves.

The BPAC discussed evaluation tools, deciding to use online surveys and communicate them with QR codes and through Ashbury's established social media channels.



Bicycle & Pedestrian Advisory Commission

Meeting Summary

July 26, 2021 at 6:00 p.m.

The BPAC reviewed potential survey questions (zip code, bike/ped travel, permanency of project, etc.).

JS suggested using social media to reach individuals who may not have visited the parklet.

AD commented the Recreation & Parks software could be used as an outreach tool.

SE asked if Graham used any survey tools.

AO agreed to ask.

The BPAC assigned the following tasks:

ME – survey

KJ – social media

RB – parklet landscaping

CS updated the BPAC on forthcoming City email addresses.

RB asked for a general bpac@cityofmebane email address.

CS replied he would ask the City's IT Director.

The BPAC discussed a launch date, considering a soft launch with an official opening Labor Day weekend.

The BPAC decided to visit the parklet location after the meeting.

NEW & ONGOING BUSINESS

RB reviewed the general items to be discussed at the August meeting.

JS commented on a social media post requesting Better Block efforts in Collington Farms.

The meeting was adjourned at 7:50 p.m.

Meeting summary by Ashley Ownbey, City of Mebane Planner



AGENDA ITEM #5

Better Block Trailer Updates

Summary

Installation of the Better Block projects is underway. The following is a list of items to be discussed:

- General updates
- Ashbury installation date and time
- Ashbury crosswalk details
- Downtown parklet sign-up
- Evaluation and outreach

Financial Cost

\$500 consumable budget associated with Better Block Trailer

\$1,000 for additional supplies, specifically bike rack and poles for temporary stop signs

Suggested Action

N/A

Attachments

1. Survey Draft – click [here](#)
 - a. Draft Parklet Form – click [here](#)
 - b. Draft Traffic Calming Form – click [here](#)
2. Evaluation Signage Draft – click [here](#)
3. Social Media Plan Draft – click [here](#)