



Bicycle & Pedestrian Advisory Commission

Meeting Summary

February 28, 2022 at 6:00 p.m.

NAME	REPRESENTATION
Andrew Bixler (AB)	Orange County
Rebecca Brouwer (RB)	City
Sarah Elder (SE)	City
Katy Jones (KJ)	City
Sylvia Sichi (SS)	City
Jason Smith (JS)	Alamance County ETJ
Nate Wood (NW)	City
Aaron Davis (AD)	Recreation and Parks Director
Cy Stober (CS)	Development Director
Ashley Ownbey (AO)	City Planner

INTRODUCTION OF ANDREW BIXLER & NATE WOOD

The BPAC welcomed two new members – Andrew Bixler (Orange County) and Nate Wood (City) – with a round of introductions.

RB requested the BPAC refrain from electing a new Chair and Vice Chair until JS arrived. She suggested the BPAC discuss the new trail map.

The BPAC agreed.

NEW MEBANE CITY TRAIL MAP

AO reviewed the revised map prepared by staff. It resembles the existing map, with some additions, such as Cates Farm, the Mebane Community Park, and identification of public restrooms. AO remarked the City is currently interested in replacing the sign faces, particularly the one in disrepair at the corner of Washington and Fifth. A future project would replace entire signs and the content of the map could be further revised at that time.

AD commented on a funding request by the Recreation & Parks Department to replace the signs and sign holders in the upcoming budget year, noting more changes could occur to the map in the future.

JS arrived and welcomed new BPAC members.

RB asked if the BPAC had previously decided to focus the revised map on trails and a few landmarks, adding the fitness courts and other items with a later revision.

AO confirmed and noted a “wellness map” was discussed at the last meeting.



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AO reviewed edits staff had already identified, including moving items away from borders, such as the logos and the legend, and deleting a rogue road that appeared with printing.

AD commented on future funding to replace the three signs located at the Mebane Arts & Community Center, Lake Michael Park, and at the corner of Washington and Fifth. He suggested the maps could focus on different content.

RB asked about the dashing used for the park loops. She noted the park loops do not have trail markers.

AO commented staff did not have a reason for using a dashed line and could change the lines to match the other solid lines.

RB suggested the legend identify why the lines are dashed.

NW and JS agreed and commented on the need to have either consistent lines or the dash identified in the legend.

AD asked if park addresses should be provided.

RB asked if an individual could search Google and Apple Maps by park name.

AD confirmed that was possible.

RB advised not including addresses.

AD suggested a QR Code be included on the map.

The BPAC agreed.

AB asked if the map was available on the City's website.

AD suggested adding clickable links on the PDF map that would direct individuals to Google Maps.

SS asked if Holt Street Park was on the map.

Members of the BPAC identified it, noting it is small.

RB recommended adding the Holt Street Park's 0.2-mile loop to the map.

AO asked about use of a dash given the size of the park and walking loop.

RB suggested a thinner line may work or using a callout.



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RB commented on adding a link to the map to Mebane on the Move's website.

AD suggested the link on the map direct users to Mebane's Recreation & Parks application.

SE recommended the map indicate bicycles are allowed on Lake Michael trails and not allowed on Cates Farm trails.

The BPAC agreed.

RB summarized the edits discussed:

- Addition of a QR Code
- Indication of where bicycles are and are not allowed
- Addition of the walking loop at Holt Street Park
- Revisions to the legend to identify park loops, including description of dashed lines, icons for newly added park loops, and changing the name from "Community Loop" to "Community Park Loop"

ELECTION OF BPAC CHAIR & VICE CHAIR

RB described the roles of the Chair and Vice Chair and asked the BPAC if anyone was interested in either role.

KJ and AB expressed interest, with AB remarking on his preference to serve as Vice Chair.

RB nominated KJ as Chair and AB as Vice Chair.

A unanimous vote (7-0) supported the election of KJ as Chair and AB as Vice Chair.

APPROVAL OF JANUARY 24, 2022 MEETING SUMMARY

RB made a motion to approve the January meeting summary.

A unanimous vote (3-0) supported approval of the meeting summary. RB, KJ, and SS were the only current BPAC members present for the January meeting.

APPROVAL OF 2021 ANNUAL REPORT AND 2022 WORK PLAN

Members of the BPAC indicated they had not reviewed the 2021 Annual Report and 2022 Work Plan and suggested more time to review.

SE asked about how future changes to the document would be handled.

AD responded the BPAC could amend the document in the future, after approval.



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CS agreed and added the BPAC could vote to approve via email.

KJ asked how the information is reported to others.

CS reviewed the different approaches taken in the past to share and present the information to the Mebane City Council.

RB confirmed there was not a standard way to share the information.

CS agreed and commented the report is always shared with the Manager's Office prior to presentation to the City Council. He suggested the BPAC could share the report with the City's Recreation and Parks Advocacy Commission (RPAC) and Racial Equity Advisory Commission (REAC) to promote coordination among the advisory commissions.

RB remarked the year the BPAC presented the report to the City Council, discussion of the greenway was occurring. She suggested items in the 2022 work plan may not warrant a formal presentation.

JS asked if the other two advisory boards are presenting work plans.

AD reminded the BPAC the RPAC is an advocacy commission and does not make recommendations like the BPAC.

CS reported the REAC has not met as regularly and reminded the BPAC they are the oldest advisory group.

KJ asked about the process for the annual report and work plan to be included as an appendix item to a City Council packet.

AO and CS reviewed the meeting calendars for the City Council and BPAC. AO remarked the BPAC would need to approve the report via email by March 18 to be considered for the April Council packet.

RB confirmed no action is required by the Council if the report and work plan are appended to the Council packet.

CS replied the BPAC could request the item appear on the consent agenda, allowing Council to receive the information. He commented the minutes from the Planning Board are typically appended to the packet.



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KJ made a motion to request the BPAC review and approve the 2021 Annual Report and 2022 Work Plan by March 18 and the document be included as an appendix item in the April City Council packet.

RB seconded the motion. A unanimous vote (7-0) supported the motion.

BPAC 2022 RETREAT

RB provided background on the purpose of the retreat, remarking on how BPAC meetings can often get stuck in the weeds of particular projects. The retreat will assist with taking a larger view of Mebane ahead of planned updates to the Bike/Ped Plan. RB noted the BPAC still needs to decide the agenda.

The BPAC discussed possible dates for the retreat, settling on Sunday, March 27 from 1:00 to 5:00. The BPAC agreed to cancel the regular meeting on Monday, March 28.

The BPAC discussed the agenda and determined the following items should be reviewed at the retreat:

- The City’s budgeting process and project planning (from inception to construction)
- Big picture view of Mebane, with consideration of the City’s growth, progress accomplishing projects described in the Bike/Ped Plan, and understanding why some Bike/Ped projects are not feasible
 - This item requires printed maps.
 - KJ expressed a desire to understand where focused improvements have occurred to consider where bicycle and pedestrian gaps exist.

AD reserved space at the Mebane Arts & Community Center for the retreat.

BETTER BLOCK RECOMMENDATIONS CHECK-IN

CS updated the BPAC on the City’s progress to contract with a traffic engineering group to complete a type of traffic study for the Ashbury neighborhood. He described the contract was expanded to include training for City staff to complete similar analyses in the future. CS commented the hot spot analysis is designed to review intersections, speeding, and other factors that might contribute to reports of unsafe conditions on residential streets.

RB reported she met with the City’s contracted Main Street Coordinator who agreed the parklet is an ideal item for Mebane’s Main Street Program to consider. RB commented the parklet would be discussed in the future once someone is permanently hired and an official



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Main Street Board emerges. She suggested adding some language to the annual report and work plan regarding the passing of the project to the Mebane Main Street Program.

CS commented on a working group for the Main Street Program that has integrated the parklet concept into its work plan.

RB asked when the BPAC would hear from City staff about presentation to the City Council on the Ashbury project.

CS replied he would report back.

KJ summarized the BPAC would receive an update from staff regarding the Ashbury project and would coordinate as necessary with the Main Street group on a permanent parklet. She asked if the BPAC would consider future Better Block projects, remarking on an idea to use pedestrian flags at crossings of busy intersections.

RB commented on previous discussion to evaluate projects for Better Block when updating the plan.

JS noted it is worth considering Better Block ideas periodically.

BRAINSTORMING FOR SPRING BICYCLE CAMPAIGN

The BPAC remarked on national bike month in May.

RB commented on the Dogwood Festival and the potential for a BPAC presence.

SE expressed support, noting it could be a good way to recruit future members.

CS commented on a BPAC banner that could be used. He also spoke to previous posting of bicycle campaign signs conflicting with elections, noting a spring campaign may be ideal.

NW suggested including something like the City Trail Map in the booth.

JS suggested posting 2021 accomplishments.

RB agreed and added having the annual report from each year.

AD asked if he should coordinate on behalf of the BPAC at the next Dogwood meeting.

The BPAC agreed.



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RB suggested the BPAC determine shifts to serve at the booth.

SE and KJ commented they would both be out of town.

RB commented on the need to coordinate via email, given less than a month exists between the BPAC retreat and Dogwood Festival.

KJ asked if the BPAC had coordinated with other groups like the Mebane Running Club.

RB commented on sharing the information with other groups.

SE asked if there was another City booth that could include the BPAC.

AD commented there is not another City booth planned.

RB asked to print the City Trail Map at a size that could be distributed. She summarized the other items to include: any maps, annual reports, and bicycle yard signs. RB asked if the yard signs could be given away.

SS and AD described the current distribution process.

The BPAC agreed to continue with the sign-in sheet and communication by email.

KJ asked if the BPAC would like to promote bicycle awareness through social media during the month of May. She suggested using the sign graphics.

AD commented the City has social media prepared from the first round of yard sign distribution that could be reused.

RB remarked on a quiz she recently saw on social media about sharing the road. She suggested including educational posts in the social media campaign.

KJ agreed and added promotion of Mebane's existing sharrows.

SE commented on an event in Carrboro during bike-to-work week that invited local businesses and restaurants to set up tables with snacks and water for cyclists.

KJ asked if individuals were biking to work in Mebane.

CS remarked the update to the Bike/Ped Plan will provide better data. He referenced 2015 data and commented bike commuting is low in Mebane.



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RB suggested continuing to hold the bike rodeo in October, commenting on the cycle for bicycle helmets from the NCDOT.

KJ asked if there were leftover helmets to distribute at the Dogwood Festival.

RB reviewed how helmets have been distributed.

SS asked if there was a way to highlight Mebane's sharrows with balloons or something similar to alert the community.

RB suggested promoting through social media.

CS commented nothing could distract drivers.

JS agreed with the social media idea.

RB suggested a video.

KJ commented the BPAC had previously discussed using signage to alert the community of new improvements.

KJ asked about connecting to the City app used by community members to suggest improvements. She recommended promoting the app at the Dogwood booth.

CS replied the application exists but he will need to check with the consultant on recommending bicycle and pedestrian improvements.

RB asked to have large QR Codes at the Dogwood Festival table to direct individuals to the BPAC webpage.

KJ recommended having one QR code, linking to a page where everything is available.

SS suggested a social media quiz specific to improvements in Mebane, such as how many sharrows or crosswalks exist in different locations.

JS suggested asking individuals to tag themselves biking to work.

AD agreed and commented on how engagement increases the visibility of social media posts.

RB asked to review the BPAC's webpage.

The BPAC discussed possible additions, including links to maps and apps.



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NEW & ONGOING BUSINESS

AO updated the BPAC on the Watch For Me NC program, remarking the deadline to apply has passed but a series of training modules is upcoming.

The BPAC reviewed the website, commenting much of the educational component is directed toward motorists and involvement of law enforcement is required. The BPAC reviewed past participating communities.

CS replied he can connect with someone at the Town of Elon.

The BPAC commented on the importance of enforcement of traffic laws, specifically referencing crosswalks of S Fifth Street.

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

Meeting summary by Ashley Ownbey, City of Mebane Planner