



City of Raleigh Bicycle & Pedestrian Advisory Commission

Office of Transportation Planning

P.O. Box 590 • Raleigh, North Carolina 27602 • (919) 516-2155

Monday, April 16, 2012, 5:45pm
Council Chambers, Room 201, Raleigh Municipal Building
222 W. Hargett Street, Raleigh NC 27602

AGENDA

I. Introductions

II. Approval of Minutes from March 19, 2012

III. Public Comments

This is an opportunity for public comment on items or issues that are otherwise not on the agenda.
Please limit comments to three minutes per speaker.

IV. Staff Report

- **City Project Updates**
- **Comprehensive Pedestrian Plan Update**

V. Committee & Member Reports

- **Chair's Report**
- **Education Committee**
 - Wake County Public School System Coordination
 - Regional Education/Marketing Campaign
 - Bicycle Coop/Donation Program
- **Planning Committee**
 - Bicycle Plan Action Strategies
 - City Code Evaluation for Bicycles
 - On-road and Greenway Wayfinding
 - UDO Review
 - NC Complete Streets Guidelines Review
- **Special Events Committee**
 - PNC Arena Coordination
 - Bike Month 2012
- **Communications Committee**
 - Bike Month Poster & Google Calendar
- **Hillsborough Corridor Ad Hoc Committee**

VI. Old Business

- **Draft Social Media Policy**
- **FY2013 Work Plan** –Review of draft work plan and priorities

VII. New Business

- **None**

VIII. Announcements

- **Upcoming Events** – Please announce any events here
- **Confirmation of Next BPAC meeting** – May 21, 2012

IX. Adjournment

Follow us:  [Facebook](#)  [@RaleighBPAC](#)

Bike parking is available on Hargett Street in front of the Municipal Building



City of Raleigh Bicycle & Pedestrian Advisory Commission

Office of Transportation Planning

P.O. Box 590 • Raleigh, North Carolina 27602

DRAFT- Meeting Minutes, March 19, 2012

The City of Raleigh Bicycle & Pedestrian Advisory Commission met on Monday, March 19, 2012 at 5:45pm at the Urban Design Center, 155 Fayetteville St, Raleigh, NC, with the following members present:

Commission Members:

Alan Wiggs, Chair
Charlotte Mitchell, Vice-Chair
Corey Bates
Dr. Linda Butler
Mike Dayton
Sig Hutchinson
Brian McCrodden
Aaron Peeler

Staff:

Eric Lamb, Transportation Planning Manager
Jennifer Baldwin, Bike/Ped Coordinator
Fleming El-Amin, Transportation Planner
Chris Johnson, Design/Construction

Not present:

Steven Waters (Unexcused)

I. Introductions

Ms. Mitchell called the meeting to order at 5:50pm and asked that everyone introduce themselves.

II. Approval of Minutes

Mr. McCrodden moved approval of the meeting minutes from the March 19, 2012 meeting, which was properly seconded by Mr. Dayton and approved by unanimous voice vote.

III. Public Comment

No public comments

IV. Presentations

WalkRaleigh - Mr. Matt Tomasulo, founder of WalkRaleigh, discussed the inspiration behind his WalkRaleigh program. WalkRaleigh is a pedestrian education initiative that uses wayfinding signs to display the time it would take to walk to popular landmarks and destinations. The pilot installation included the following locations: Wilmington Street at Hargett Street, Oberlin Road at Cameron Street, and Hillsborough Street at Horne Street. The City has agreed to work with Mr. Tomasulo to install the signs and expand the program Citywide.

City of Spokes - Mr. Donald Mertrud, owner of Raleigh Rickshaw, discussed the status of his proposed City of Spokes bikeshare program. He stated that he has secured a supplier and is currently soliciting relationships with downtown stakeholders. He plans to install a sample rack at the Convention Center to showcase the system for potential sponsors and garner support and excitement for the program.

V. Staff Report

Ms. Baldwin and Mr. Lamb gave an overview of current projects and programs. Mr. Wiggs encouraged the commission to review the project update spreadsheet before the meeting and come prepared to question staff if needed. Mr. El-Amin reported that Toole Design is currently drafting the final report and recommendations for the pedestrian plan; they expect to be complete by the end of May.

VI. Committee & Member Reports

Chair's Report – Mr. Wiggs gave an account of his recent travel to Portland, Oregon and described the bicycle infrastructure he viewed.

Education Committee Report –Mr. McCrodden reported that the committee is actively working with Wake County Public School System to develop a Safe Routes to School program and update the bicycle safety trailers. Ms. Baldwin stated that the regional task force for the regional pedestrian education campaign, “Watch for Me, NC” is continuing to develop and will have a formal kickoff in August. Mr. McCrodden also reported that the committee is partnering with NCDOT to develop a Pedestrian Law & Safety training course for the Raleigh Police Department.

Planning Committee Report – Ms. Mitchell requested more direction from the City with regards to comments on the Unified Development Ordinance (UDO). Mr. Lamb stated that the UDO has been referred to the Planning Commission and that any comments from the BPAC need to be sent as soon as possible.

Special Events Committee – Ms. Mitchell and Mr. Hutchinson stated that they are still working with the Centennial Authority Board to discuss potential events and activities. Ms. Baldwin discussed activities currently being planned. Ms. Baldwin also encouraged those who are interested in volunteering to contact her.

Communications Committee – Mr. Dayton reported out the Commission's proposed social media policy. He reviewed the proposed policy and encouraged the commission to also review the City's social media policy. Without objections Mr. Wiggs asked that this item be held until the next meeting for review.

Hillsborough Street Corridor Ad Hoc Committee – Mr. Dayton stated that the City Council voted unanimously to endorse the BPAC's recommendation for Hillsborough Street from Woodburn Road and Park Drive. The recommended cross-section includes three travel lanes, bike lanes on both sides of the street, and on-street parking on the south side of the street. Mr. Dayton also reported that the committee will continue to evaluate the remainder of the Hillsborough Street corridor and provide bicycle and pedestrian recommendations.

VII. Old Business

FY13 Work Plan – Without objection, Mr. Wiggs asked that this item be held until the next meeting for review.

VIII. New Business

CIP Project Review – Mr. Johnson gave an overview of the public process and the proposed design for the City's proposed Leesville Road and Buck Jones Road widening projects. Mr. Johnson provided additional details on the proposed construction plans, including sidewalk and bike lane design elements included in the projects.

XI. Adjournment

With no further business, the meeting was adjourned at 8:15pm.

Respectfully submitted,

Jennifer Baldwin

Name	Description	Status
Major City Capital Improvement Projects		
Jones Sausage Road Widening	Widen street to five lanes with curb & gutter and sidewalks from Sunnybrook Road to New Hope Road (1.4 miles)	Under construction; to be complete by August 2012
Rock Quarry Road Widening, Part B	Widen street to four lanes with curb & gutter, sidewalks, wide outside lanes, and median refuges from Sunnybrook Road to New Hope Road (0.9 miles)	Under construction; to be complete by August 2012
Falls of Neuse Road Widening & Realignment	Widen street to four lanes and construct new four-lane street with curb & gutter, sidewalks, wide outside lanes, and median refuges from Raven Ridge Road to New Falls of Neuse Road (2.1 miles)	Under construction; Phase I complete; Phase II 22% complete.
Wade Avenue Improvement Project	Adding curb & gutter, sidewalks, wide outside lanes, and median refuges from Ridge Road to Faircloth Street	Under construction; to be complete by August 2012
Mitchell Mill Road Widening	Widen street to four lanes with curb & gutter, sidewalks, striped bike lanes, and median refuges from US 401 to Watkins Road (1.4 miles)	90% design complete; Schedule pending decision on remaining funds
Buck Jones Road Widening	Widen street to four lanes with curb & gutter, sidewalks, striped bike lanes, and median refuges from Farmgate Road to Xebec Way (1.4 miles)	65% design complete; Schedule pending decisions on remaining funds; Public Design meeting was held on Jan 4, 2012
Leesville Road Widening	Widen street to four lanes with curb & gutter, sidewalks, striped bike lanes, and median refuges from I-540 to New Leesville Boulevard	92% design complete; Public Hearing held 4/3/12
Marvino Lane	New alignment as a 3-lane section with curb & gutter and sidewalk on the west side	85% design complete; Scheduled for public bid Spring 2012
Peace Street West Streetscape	Roadway improvements, sidewalk repairs/replacement; street trees, utility cleanup	75% design complete; schedule pending decision on remaining funds
Capital Boulevard Improvements	Improve Capital Blvd from Spring Forest Road to Old Wake Forest Road for mulimodal accessibility. Funded for Preliminary Engineering and Design only.	Agreement with NCDOT for design and P/E is pending
Transportation Plans		
Capital Boulevard Corridor Study	Long range multimodal transportation study from Lane Street to I-440	Draft report complete; plan will be presented to City Council in May 2012
Comprehensive Pedestrian Plan	Comprehensive analysis of pedestrian needs and demand including updated assessment inventory and prioritized project list.	Final report is currently being drafted; to be completed Summer 2012
Blue Ridge Road Corridor Study	Long range multimodal transportation and land use study from Edwards Mill Road to Western Blvd.	Design Options Presentation at NC State Fairgrounds, April 12th, 6pm
Blount/Person Corridor Study	Long range multimodal transportation study and streetscape plan from I-40 to Capital Blvd.	Consultant selected, currently negotiating contract.
West Street Extension Study	NEPA study for proposed West Street Extension from Martin Street to Cabarrus Street	Consultant selected, currently negotiating contract.
Neighborhood Traffic Calming Program		
Anderson Drive	Glenwood Ave to Six Forks Rd -Add Bike Lanes, realign intersection at Six Forks Rd	Design complete; contract out to bid, construction scheduled to be complete by Fall 2012
Brookside Drive	Watauga St. to Glasscock St - Add bike lanes, median islands, curb ext and bulb-outs	Under design
Kaplan Drive	Melbourne Rd to Kent Rd Add bike lanes, sidewalks, curb ext, bulb-outs, median islands, and speed humps	Under design
Glascock Street	Norris Street to Raleigh Blvd, Scope TBD	Planning is underway
Rainwater Road	Spring Forest Rd to Hunting Ridge Rd - Scope TBD	Planning is underway

Name	Description	Status
Bicycle Projects		
STP-DA Grant Projects - FFY11 (Approved Projects)		
	Hargett Street (S. West St to Tarboro Rd)	Bids finalized; to be installed Summer 2012
	S. State Street (Bragg Street to MLK Blvd)	Bids finalized; to be installed Summer 2012
	Clark Avenue (Faircloth St to St. Mary's St)	Bids finalized; to be installed Summer 2012
	Faircloth Street (Hillsborough St to Wade Ave)	Bids finalized; to be installed Summer 2012
	Oberlin Road (Hillsborough St to Glenwood Ave)	Bids finalized; to be installed Summer 2012
	Lassiter Mill Rd (Glenwood Ave to Camelot Dr)	Bids finalized; to be installed Summer 2012
City CIP Projects - FY11		
	Cabarrus Street (Boylan Ave to Chavis Way)	Under design
	Durant Rd (Falls of Neuse Rd to Capital Blvd)	Under design
	Spring Forest Road (Sandy Forks Rd to Atlantic Ave)	Under design
	Creedmoor Road (Lynn Rd to I-540)	Under design
	E. Millbrook Road (Falls of Neuse to Capital Blvd)	Under design
	Wakefield Plantation Drive (Falls of Neuse to NC 98 Bypass)	Under design
	Edwards Mill Rd/Creedmoor Rd (Blue Ridge Rd to Glenwood Ave)	Under design
	Glen Eden Drive (Glenwood Ave to Edwards Mill Rd)	Under design
	Wilmington Street/Salisbury Street (Peace St to MLK Blvd)	Under design
CMAQ Grant Projects FFY13	Bicycle Plan Prioritization List (3 year disbursement 2013-2015)	Project list under review
City Resurfacing Program		
	Hillsborough St (Oberlin to Morgan)	Cross-section approved by City Council on March 20th; to be installed Summer 2012
	Brooks Avenue (Wade to Hillsborough St)	Under design
	Pullen Road (Watauga Club to Western Blvd)	Under design
	St. Mary's St (Wade Ave to Harvey St)	Under design
NCDOT Resurfacing Program	Resurface NCDOT streets and restripe per the Bike Plan	No current projects at this time

Name	Description	Status
Sidewalk and Pedestrian Improvement Projects		
Petition Projects	Sidewalk Projects initiated by citizen petitions	
	Merwin Dr (Swift Dr to Liles Dr)	Design complete; construction in Summer 2012
	Brooks Avenue (Barmettler St to Wade Ave)	In design, 90% complete
STP-DA Grant Projects - FY11		
	Falls of Neuse Rd/Wake Forest Rd (Hardimont Rd to Bland Rd/Pacific Dr)	Bids finalized; to be installed Summer 2012
	Lake Boone Trail (I-440 to Dixie Trail)	Bids finalized; to be installed Summer 2012
	Poole Rd (Sunnybrook Rd to Old Poole Rd)	Bids finalized; to be installed Summer 2012
	Calvary Dr (Green Rd to Capital Blvd)	Bids finalized; to be installed Summer 2012
	Wade Ave (Dogwood Ln to Hymettus Ct)	Bids finalized; to be installed Summer 2012
	Fox Rd (Werribee Dr to I-540 Bridge)	Bids finalized; to be installed Summer 2012
	New Hope Church Rd (Green Rd to Ingram Dr)	Bids finalized; to be installed Summer 2012
STP-DA Grant Projects - FFY12		
	Creedmoor Road (Glenwood Ave to Strickland Rd)	In design, scheduled for construction by October 2012
	Lake Wheeler Road (Centennial Parkway to Tryon Rd)	In design, scheduled for construction by October 2012. Public meeting scheduled on April 18th
STP-DA Grant Projects - FFY13		
	Downtown Pedestrian Safety Improvements (Design and install pedestrian signals at several downtown intersections)	Agreement with NCDOT for design and P/E is pending
CMAQ Grant Projects		
	Overpass Pedestrian Accessibility Retrofit Project - (Avent Ferry Rd, Lake Dam Rd, Trailwood Dr, Rock Quarry Rd, Trenton Rd and Blue Ridge Rd)	Feasibility study to begin October 2013
	Six Forks Rd Sidewalk Project (Coleridge Dr to Wake Forest Rd)	Design to begin October 2013
Greenway Improvement Projects		
SEHSR Greenway Options	Assess possible parallel greenway and bicycle corridors along High Speed Rail project corridor from Neuse River Greenway to Downtown Raleigh	OTF staff to work with Parks & Rec staff to identify potential alternatives, NC ECG to organize special committee to discuss route from VA border to Fayetteville
Neuse River Trail	Construct new greenway from the WRAL Soccer Complex off Perry Creek Rd. to the Wake/Johnston County Line - 21.5 miles in length.	
River Bend	From the WRAL Soccer Complex to US 401 south of Horseshoe Farm Park - 1 mile.	In design; bids are expected to be advertised by Spring 2012.
Horseshoe Farm Park to Skycrest Dr	From US 401 south of Horseshoe Farm Park to Skycrest Drive - 7 miles. Project includes three bridges over the Neuse River.	Under construction; expected to be complete by Fall 2012.
Skycrest Dr to Anderson Point	From Skycrest Drive to Anderson Point Park - 3.5 miles. Project includes the construction of three bridges over the Neuse River.	Under construction; expected to be complete by Fall 2012.
Anderson Point to Poole Rd	From Anderson Point Park to Poole Road - 1.2 miles. Project includes construction of a bridge over Crabtree Creek.	Construction will begin in March 2012; complete by early 2013.
Poole Rd. to Auburn-Knightdale Rd.	From Poole Road to Auburn-Knightdale Road - 3.0 miles. Project includes construction of several bridges, including a crossing at Walnut Creek.	Under construction; expected to be complete by Fall 2012.
Auburn-Knightdale Rd. to Johnston County line	From Auburn-Knightdale Road to the Johnston County Line - 5.7 miles. Project includes construction of several bridges.	Under construction; expected to be complete by Fall 2012.
House Creek Trail	From Reedy Creek Greenway at I-440 to the Crabtree Creek Trail at Blue Ridge Road - 2.9 miles. Project includes underpasses under Lake Boone Trail and Glen Eden Drive.	Under construction; expected to be complete by June 2012.
Honeycutt Creek Trail	From the Mine Creek Greenway Corridor to the South Shore Trail at Falls Lake - 5.7 miles.	In design
Walnut Creek Trail Extension	From Rose Lane to New Hope Road - 2.9 miles	In design
Walnut Creek Trail Extension	From New Hope Road to the Neuse River Trail - 1.6 miles.	In design
Crabtree Creek Trail Extension	Extends from Milburnie Road to the Neuse River Trail and is approximately 4.1 miles long.	In design

DRAFT Social Media Policy for City of Raleigh Bicycle & Pedestrian Advisory Commission

I. Social Media Goals

To specifically promote the work of the Raleigh Bicycle & Pedestrian Advisory Commission (BPAC), and more generally to promote bicycling and pedestrian advocacy and activities in the city of Raleigh, through Social Media networks.

II. Social Media Defined

Social Media include but are not limited to blogs, podcasts, discussion forums, on-line collaborative information and publishing systems that are accessible to internal and external audiences (i.e., Wikis), RSS feeds, video sharing, and social networks such as Facebook, Google+ and Twitter.

III. General Considerations

The city has determined that it owns and administers Web pages of its official boards and commissions. The same rules likely apply to Social Media platforms, including Facebook, Google+, Twitter, and any blogs established by those boards and commissions. The city has adopted a Social Media policy that should be followed by BPAC commissioners (see below).

Social Media Commissioner Use

All official BPAC communications through Social Media and social networking outlets should remain professional in nature and should always be conducted in accordance with BPAC's communications policy, practices and in accordance with the ambassador role that BPAC members have in the cycling and pedestrian communities. Any official BPAC social media or social networking sites should not be used to promote political candidates, to conduct private commercial transactions, or to engage in private business activities. Commissioners may post on any related topic on official BPAC Social Media sites. However, commissioners expressing their own views or opinions on official BPAC Social Media outlets should:

1. State your name and, if relevant, role;
2. Use a disclaimer such as: "The postings on this site are my own and don't reflect or represent the opinions of the BPAC."

IV. Examples of Social Media Posts

Posts for BPAC Social Media sites should be relevant to the BPAC's mission of serving the Raleigh bicycle and pedestrian communities. Examples of relevant topics include: upcoming meetings; local bicycle and pedestrian events; other calendar items; local state and national articles, links and videos on bicycling and pedestrian issues. The city reserves the right to delete unacceptable submissions. As stated in Raleigh's official Social Media policy:

Posts to be avoided include political posts, posts for private commercial transaction or business activities, posts that infringe on others' copyrights and posts that are libelous in nature, and posts that are not relevant to BPAC's role in serving Raleigh's bicycle and pedestrian communities. The following are examples of unacceptable social networking content and comments. The list is not intended to be all-inclusive. Examples are:

- Profane or obscene language or content;
- Content that promotes, fosters, or perpetrates discrimination on the basis of race, creed, color, age, religion, gender, marital status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;

V. General Posting Considerations & Guidelines

- a. Respect copyright and fair use laws.** Be sure to show respect for the laws governing copyright and fair use of copyrighted material owned by others. Do not quote more than short excerpts of someone else's work and always provide attribution. It is a better practice to link to others' work, when possible.
- b. Protect confidential information.** Remember that online content is not private and may be shared by others.
- c. Be respectful.** Respect your audience and your fellow commissioners. The BPAC members have a diverse set of values and points of view. Don't be afraid to be yourself, but do so respectfully. Don't use ethnic slurs, personal insults, obscenity or engage in any conduct that would not be acceptable in your role as an ambassador to the cycling and pedestrian communities. Show proper consideration for others' privacy and for topics that may be considered objectionable or inflammatory – such as politics and religion.
- d. Be mindful of the kinds of links you share.** Redirecting to another site may imply an endorsement of its content.
- e. Don't make unsubstantiated claims.** If you need to respond or make a comment on something specific, verify the facts and provide references or sources of information that are current.
- f. Public record law applies.** Commissioners should be aware that North Carolina's public records laws apply to postings on BPAC Social Media sites.

City of Raleigh Social Media Policy

The City of Raleigh uses social media to interact with residents, businesses and visitors about public issues. Please submit your questions, comments and concerns. Please note this is a moderated online discussion site and subject to North Carolina Public Records Laws, and e-discovery laws and policies.

The City reserves the right to delete unacceptable submissions. The following are examples of unacceptable social networking content and comments. The list is not intended to be all-inclusive. Examples are:

Profane or obscene language or content;

Content that promotes, fosters, or perpetrates discrimination on the basis of race, creed, color, age, religion, gender, marital status with regard to public assistance, national origin, physical or mental disability, or sexual orientation;

- Solicitations of commerce;
- Infringement on copyrights or trademarks; and,
- Confidential or non-public information.

Please note that the opinions and comments expressed on this social media site do not reflect the opinions and positions of the City of Raleigh government, its officers or employees. If you have any questions concerning the operation moderated discussions, please contact the City of Raleigh [Public Affairs Department](#) at 919-996-3100.

Organizational Rules

Employees of the City of Raleigh communicate via social media websites. Consequently any communication via the social media site (whether by a City employee or the general public) is subject to monitoring and disclosure to third parties. Relevant City of Raleigh and North Carolina Public records retention schedules apply to social networking content. Records required to be maintained pursuant to a relevant records retention schedule shall be maintained for the required retention period in a format that preserves the integrity of the original record and is easily accessible using the approved City platforms and tools.

Draft FY 2013 BPAC Work Plan

Education Committee:

- Partner with WCPSS to develop a Safe Routes to School Program
 - Fix and Upgrade the three existing bicycle rodeo trailers
 - Develop a Bicycle Rodeo Kit
 - Develop a Youth Instructor program through LAB
 - Assist ITRE with the development of new bike/ped education curriculum
- Coordinate with WCPSS to include bike/ped laws in the Drivers Education Curriculum
 - Partner with NCDOT
- Develop a RPD Training course on Pedestrian Law & Safety
 - Partner with NCDOT and ITRE
- Partner with HSRC on a Raleigh Pedestrian Education & Enforcement Campaign
- Initiate the Raleigh Bicycle Benefits Program
- Develop education materials for bike shops to use in conjunction with their maintenance training
- Assist the planning and organizing of the 2012 NC Bike Summit
- Conduct more LAB Safety 101 courses
 - RPD bike patrol unit
 - WCPSS PE teachers
 - COR Staff
- Project Ricochet
 - bicycle recycle program
 - education of recipients

Special Events Committee:

- Bike Month 2012
 - RaleighRacks Premier
 - RBC "Happy Hour"
 - race interval training
 - family hour with bike rodeos and family fun
 - 2012 Earth Day
 - Bike parking valet
 - Cycloviva Raleigh
 - Greenway Safety Checkpoint
 - House Creek Greenway Opening
 - Partner with Parks & Rec Advisory Board
 - Raleigh LCI Course (sponsored by GoTriangle)
 - Commuter Recognition Program
 - Bike to Work Day Leadership Ride, May 18th, 9am
- Art to the Heart Bike Ride
- Wayfinding Signage Bike Ride/Tour
- RaleighRacks Bike Ride/Tour
- 2012 NC Bike Summit
- Meetup special events with bike/ped features
- RBC Center events

Planning Committee:

- Update Bicycle Plan Action Strategies
- Review DRAFT NCDOT Complete Streets Guidelines
- Review DRAFT Unified Development Ordinance
- Review Raleigh City Code for bicycle & pedestrian references
- Develop an On-Road Bicycle Wayfinding & Signage Plan

Communications Committee:

- Develop a social media policy
- Increase interest in the BPAC facebook page
- Increase public participation and interaction with bike/ped initiatives
- Promote BPAC events and programs