

(BPAC) Bicycle & Pedestrian Advisory Committee Meeting Minutes

The Bicycle & Pedestrian Advisory Committee (BPAC) met on Wednesday, May 10, 2017 @ 6:30 p.m. at the Government Office Building, Room 306. **Per City Resolution No. 2401, a quorum was not present.**

Attendance:

Members	Term Expiration	Attendance
Matt Drew, Chairperson	7/31/2018	A
Rose MacGregor, Vice Chairperson	8/31/2017	✓
John Foley, Committee Member	7/31/2018	✓
Dr. Joseph W. Howard, Committee Member	8/31/2017	A
Marion Keenan, Committee Member	12/31/2017	A
Jeremy Kirkendall, Committee Member	3/31/2018	✓
City Council		
Jack Heath, Council Liaison		E
Staff Support		
Christopher Clasing, Public Works		✓

1. Meeting was opened at 6:35 PM
2. Meeting minutes from April 12, 2017 were distributed and reviewed. Edits will be made and minutes will be reviewed for approval during the June 14th meeting.
3. The agenda for the May 10, 2017 BPAC Meeting was distributed and will be subject to approval if a quorum is present for the June 14th meeting.

Old Business:

- Salisbury Bike Master Plan:
 - Wayfinding:
 - Contractor provided responses to MDOT comments. Plan completion has impacted our ability to complete procurement, installation and final report by June 30, 2017. Request for a second grant extension has been submitted to MDOT. Original extension was driven primarily due to project being on hold for City Branding.
 - Funding is available, SPW working on the bid package to be advertised May 2017.
 - Sent in request for grant extension which would make grant expiration October 2017, extension is looking favorable, should get a formal response from MDOT in the next week.
- Project Updates (SPW)
 - West Isabella Street:
 - West Isabella Water Main/Coty Cox construction the major improvements in the contract have been completed (Water Main and Stormdrain). Additional



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items encountered during construction remain to be completed (inlets and pipe on West Road, inlet repair in front of Top 10) Upgrade/replacement of a 36" stormdrain on W. Isabella St. in front of Top 10 is no longer under consideration. Return to work is pending finalization of change order. Final paving and installation of W. Isabella Bike Route will not occur before asphalt plants re-open in spring.

- Final paving and bike route installation to occur this summer.
- Fitzwater Street:
 - Toole Design Group (Nate Evans, Designer). 100% Design submittal received on 4/7/2017.
 - ***In an effort to be more consistent with the Urban Greenway Plan, bike route will not be constructed by the lift station contractor. Will proceed with a Cycle Track design this summer. Cycle track will promote consistency and uniformity with the cycle tracks planned for Carroll St. and Pemberton Dr.***
 - ***Discussion regarding BPAC's concern of unsafe conditions when a cycle track approaches the drawbridge.***
 - ***One-way drawbridge traffic?***
 - ***Would a cycle track go to Pemberton Park eventually?***
 - ***SPW to confirm***
 - ***Is the Pemberton Dr. cycle track funded?***
 - ***Not at this point in time***
 - ***The cycle track design will have a head start when it comes to a survey of existing conditions. 100% Toole Design plans for dedicated bike lanes can be used as a starting point.***
 - ***BPAC recommends:***
 - ***Proposed cross-section details of Fitzwater including the cycle track at 4-5 key areas during design stage.***
 - ***Looking into closing a number of entrances/decreasing entrance width at business entrances along Fitzwater.***
 - ***Right of way acquisition***
 - ***Making the cycle track/drawbridge transition a top concern during design.***
- North East Collector Hike & Bike:
 - Pre-bid meeting was 3/9/2017.
 - Bid Opening was 4/4/2017
 - (1) Bid at \$1.5M; budget \$475K
 - Next Steps:
 - Review Program Open Space Grant - Evaluating options and next steps
- Bicycle Master Plan Implementation
 - CIP – Approved
 - Budget
 - 4-24-2017 1st Reading
 - 5-22-2017 Public Hearing
 - 6-12-2017 2nd Reading (Adoption)



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- *\$761,500 budgeted for design/construction in 2018.*
- *Are there plans for the Park yet? Will the track in the Park get paved?*
- Annual Report
 - 2016 Annual Report is in the Google Drive, the 1 page summary has not been completed yet.
- Development Regulations
 - Matt Drew to meet with developers and discuss regulations involving parking spaces vs. bicycle racks
- Bicycle Safety/Educational Outreach
 - Mark Realini provided suggestions/comments regarding bicycle safety
- **SBY** - **S**alisbury **B**ike Part **Y**
 - *Held on Saturday, April 22, 2017*
 - *Rainy weather kept many from coming to the event*
 - *75 participants in the Fun Ride, 75 people at the festival*
 - *2 citizen complaints (Owner of Brick Room and Owner of a vehicle that was towed)*
 - *Jeremy Kirkendall starting to take steps in planning next year's event*
- Bike to Work Week (May 15-19, 2017)
 - *Bike to Work Day: Friday May 19, 2017*
 - *Organizer: John Foley*
 - *Rides to take place every morning for the week of May 15-19 starting at 7 AM at the SU Philosophy House, ending Downtown.*
- Pavement Striping – BPAC is considering drafting an Ordinance stipulating that when a section of road is planned for a bike route is paved the bike route markings appropriate to the section paved shall be installed for that section when it is re-stripped even when that section of bike route does not connect to another section of bike route or an existing section of bike route.
 - *Complete Streets Policy covers this already*
 - *North Park Drive – Bicycle route striping on newly paved section?*
 - *SPW to confirm*
 - *BPAC Comment: Complete Street Policy is sporadic in its usage around the City.*



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New Business:

4. Appointment Terms

- Rose McGregor's and Joseph Howard's term expire on August 31st. According to the ordinance all members are appointed by and serve at the pleasure of the Mayor. Upon the expiration of a member's term they may be reappointed and shall continue to serve until they are reappointed and confirmed or their replacements are appointed. Any prospective member, or member interested in reappointment would write a letter of interest addressed to the Mayor and submitted to Donna Haag, or Nancy Talbot.
- ***Rose McGregor is not planning on applying for reappointment.***
- ***Per email from Dr. Howard, he is still deciding whether or not he will apply for reappointment.***

5. Riverside Circle Traffic Study

- ***What type of bike route will be utilized in the Traffic Circle?***
 - ***Not known at this time, SPW will report on Wallace Montgomery's concept plans next meeting if concepts are available by then.***

Meeting adjourned at 8:00 PM.

If there are any corrections to the Meeting Minutes, please notify Christopher Clasing.