



WILMINGTON URBAN AREA Metropolitan Planning Organization

P.O. Box 1810
Wilmington, North Carolina 28402
910 341 3258 910 341 7801 FAX

Citizen Advisory Committee February 18, 2009 Meeting Minutes

Members:

City of
WILMINGTON
Lead Planning Agency

Town of
CAROLINA BEACH

Town of
KURE BEACH

Town of
WRIGHTSVILLE BEACH

NEW HANOVER
County

Town of
BELVILLE

Town of
LELAND

Town of
NAVASSA

BRUNSWICK
County

PENDER
County

CAPE FEAR
Public Transportation
Authority

North Carolina
BOARD OF
TRANSPORTATION

Members in attendance:

Howard Capps
Scott Cromartie
Al Freimark
Howard Loving, Co-chair
Paul Martinez
John Melia
Donald Sellers
Steven Stanton
William Ballard
Robin Hackney
Ryan Rhodenhiser
Mike Roberts, Co-chair

Members not in attendance:

Nancy Guyton

Others in attendance:

Joshuah Mello, WMPO Associate Transportation Planner
Shane York, NCDOT
Jill Stark, Federal Highway Administration
Other, Federal Highway Administration

Introduction:

Howard Loving and Mike Roberts reviewed CAC timeline and noted we are on schedule. Also that February and March will be unusually busy as the committee completes work on the survey, prepares the press kit and schedules and participates in the kick-off press event. Welcomed visitors Shane York from NCDOT and Jill Stark from FHWA.

I. Discuss Proposed Survey for 2035 Long Range Plan:

Joshuah Mello distributed proposed survey. A short summary paragraph will be included with the survey to describe the survey's intent and connection to the plan. All members of the CAC offered comments on the proposed survey. The committee agreed on the general intent, content and length of the proposed survey. It was decided not to include numerous open-ended questions but rather provide ranges or percentages as response options. The final question: "Do you have any ideas..." will remain open-ended. See **Action Items** below.

II. Brainstorm Target Audiences and Public Outreach Methods:

The following preliminary list of target audiences and responsibilities was established. It was noted the list was not all-inclusive and that additions would be made throughout the community involvement and survey phase.

Audience	Responsibility
Government boards and commissions	All CAC members
Local television stations	Howard L & Mike
Star News	Howard L
Local weekly papers	All CAC members
Colleges & universities	John
Agency websites	Josh, Mike, Howard L & others
Talk radio	Al
Spanish language radio	Josh
CFPUA bill inserts	Howard L
Other government bill inserts	Other CAC members
Weekly & monthly magazines	Howard L & other CAC members
Council of Neighborhood Associations	Scott
Large employers (PPD, Corning, etc.)	Scott
Medical center & General Electric	Howard L
Board of Realtors	Robin
Chamber of Commerce	Howard L
Other chambers of commerce	Other CAC members
New Hanover County PTA association	Josh
Church websites	Josh
Government center & mall kiosks	Josh
Special event tables	All CAC members

Again, this is a starter list of target audiences and will be revised as we begin the survey process.

III. Discuss interviews with public figures:

Interviews and education meetings will take place with each member government's board or commission. It is the intent to make a presentation at each and have the members complete the survey and offer personal suggestions concerning "...specific ideas for transportation improvements." Josh will provide the applicable Power Point presentation. Initial contact can begin now so that various boards and commissions know that we will be making a request to appear in the next few months.

IV. Discussed Proposed Vision Statement:

Josh reviewed the proposed Vision Statement. The "Safe" description is reworded as follows:

- Safe: reduces injuries and improves the sense of safety for all users.
- Appropriate: Howard C and Josh will review and make necessary changes.

V. Announcements:

- Noted related transportation meeting schedule. Each of us should attend meetings which are appropriate to our areas of representation and to acquire general background on ongoing transportation planning.

VI. Action Items:

- **Josh to revise survey and vision statement reflecting comments offered and redistribute to all.**
- **Howard C to assist with applicable description.**
- **Howard L, Mike and Josh to meet to discuss/prepare Press Kit and necessary timeline for media kick-off event.**
- **CAC members to make initial contacts with government boards and commissions to notify them of project and a request to appear and describe and request their participation in survey.**
- **Josh will prepare required power point presentation.**
- **All members: initial contacts can begin with media, community organizations and businesses to let them know of process and later specific request for survey participation.**
- **Be prepared for a March meeting prior to the regularly scheduled March 18 meeting.**

VII. Other Business: None.

VIII. Next Regular Meeting: March 18, 2009 (Be prepared for an additional meeting in early March)