



WILMINGTON URBAN AREA Metropolitan Planning Organization

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The mission of the Wilmington MPO is to develop and implement a comprehensive multi-modal transportation plan that supports the existing and future mobility needs and economic vitality of the Wilmington Urban Area. This shall be accomplished by protecting the environment, safe guarding the social equity, improving the quality of life for the citizens of the community, improving the local economy and providing for the safe and efficient mobility throughout the region. This is achieved through the long range transportation planning process which includes a comprehensive, continuous and cooperative approach from citizens and participating members.

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

Technical Coordinating Committee Meeting Agenda

TO: Technical Coordinating Committee Members
FROM: Mike Kozlosky, Executive Director
DATE: April 8, 2011
SUBJECT: April 13, 2011 meeting

A meeting of the WMPO Technical Coordinating Committee will be held on Wednesday, April 13th at 10:00 am. The meeting will be held in the Traffic Conference Room on the fourth floor of 305 Chestnut Street in downtown Wilmington.

The following is the agenda for the meeting:

- 1) Call to Order
- 2) Approval of Minutes:
 - a. 3/16/11
- 3) Presentation
 - a. I-74, Dan Ryan, The Nature Conservancy
 - b. Hampstead Bypass, Olivia Farr, NCDOT
 - c. NCDOT Prioritization 2.0, Don Voelker, NCDOT
- 4) Old Business
 - a. 2011-2012 Unified Planning Work Program
- 5) New Business
 - a. Amendment to the Wilmington MPO Bylaws
- 6) Discussion
 - a. Public Involvement Policy
- 7) Updates
 - a. City of Wilmington/Wilmington MPO
 - a. US 17/NC 210 Corridor Study in Pender County
 - b. Market Street Corridor Plan
 - c. Wilmington Multi-modal Transportation Center
 - b. Cape Fear Public Transportation Authority
 - c. NCDOT
- 8) Announcements
 - a. Wilmington MPO Bike/Ped meeting-April 14, 2011
- 9) Next meeting –May 11, 2011

Attachments:

- Minutes 3/16/11 meeting
- 2011-2012 DRAFT Unified Planning Work Program
- Resolution adopting the 2011-2012 Unified Planning Work Program
- Resolution Certifying the Wilmington MPO Transportation Planning Process for 2011
- Revised MPO Bylaws
- Wilmington MPO Public Involvement Policy
- City of Wilmington/Wilmington MPO Project Update (April)
- NCDOT Project Update



**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 2A: APPROVAL OF MINUTES FROM MARCH 16, 2011 MEETING

ATTACHMENTS: MINUTES MARCH 16, 2011 MEETING

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for March 16, 2011**

Members Present:

Mike Kozlosky, City of Wilmington
Sam Burgess, New Hanover County
Ken Vafier, Pender County
Shane York, NCDOT
Pat Walsh, Town of Belville
Helen Bunch, Brunswick County
Allen Pope, NCDOT
Don Bennett, City of Wilmington
Bill McDow, City of Wilmington
Eryn Moller, Town of Wrightsville Beach
Robert Waring, Town of Leland
Julie Wilsey, Wilmington International Airport
Travis Barnes, Town of Navassa

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:10 am.

2. Approval of Minutes

The minutes from the February 9, 2011 were corrected by removing Mr. Eby's name from the list of members present at that meeting. The motion to approve the revised minutes carried unanimously.

3. Presentation –

a. Causeway Upgrade (R-3601)

Ms. Kristine O'Connor, NCDOT – PDEA, told members the right-of-way acquisition for the causeway upgrade will start in October of this year, with the construction let-date in July of 2013. The public hearing for the project will be held next month and will include detail on how the Diverging Diamond Intersection (DDI) will operate.

Mr. Ron McCollum told members the plan will relocate Blackwell Road with a u-turn bulb, but once the redevelopment occurs, it will be removed. They will also be removing the existing ties from Blackwell Road to NC133. He said that the Department will be adding a lane in each direction to the median of US 17 and widening the two Brunswick River bridges. It will be four lanes, with two lanes heading into Wilmington and two lanes going around toward the USS North Carolina. Mr. McCollum noted that they will also add a left-turn lane at the battleship to get the traffic out of the through-lane.

Mr. Kozlosky asked if a permanent traffic counter can be installed as part of the ITS upgrade on the causeway. Ms. O'Connor said she will check to see what has been included in the design.

Ms. O'Connor told members that the maps and drawing for the project will be made available to the public on the MPO website after the public hearing is held in April.

b. Carolina Beach Safety Improvements

Mr. Pope told members Carolina Beach Road safety improvements are part of a bigger project that also includes South College Road. This project came about through the Highway Safety Improvement Program that was established by SAFETEA-LU. The goal of the program is the reduction in the number of crashes, injuries and fatalities by reducing the potential for and severity of instances on public highways. Types of improvements along the Caroling Beach Road and South

College Road corridors will include median closures, directional leftovers, directional crossovers and new signals. Mr. Kozlosky noted that Mr. Pope's entire slide-presentation is available for review on the WMPO website.

4. Old Business

Mr. Pope asked Mr. Kozlosky if he would like to provide an update on the Military Cutoff Road funding alternatives.

Mr. Kozlosky told members at their last meeting TAC members were not willing to move any money around for right-of-way acquisition for Military Cutoff Road. They directed the Department and MPO staff to explore ways to reduce the cost of the project in order to get it back more in line with the original \$18 million estimate for right-of-way acquisition.

Mr. Pope said there was a step in the process that was not taken. There was an opportunity for a cost adjustment in right-of-way and it was never asked for. The original cost from the feasibility study was the cost used in the TIP up to this point.

Mr. Kozlosky said the information requested by the TAC members should be completed within the next few months and will come back to this committee, as well as the TAC.

5. New Business

a. 2011-2012 Unified Planning Work Program

Mr. Kozlosky told members staff has prepared the 2011-2012 draft Unified Planning Work Program. The draft plan requires a 30-day public comment period which will begin on March 21st. That will allow the TAC to take action at the April meeting. The deadline for submittal to the Department is May 1st.

b. Eastwood Road Preferred Access Plan

Mr. Kozlosky told members at the last meeting of the City of Wilmington Planning Board, they recommended to approve a 200-unit development that includes a wellness center and mixed-use development opposite Cavalier Drive on Eastwood Road. Autumn Hall is currently developing south of that location on Eastwood Road. The ultimate vision for the Eastwood Road corridor is a median-divided section from Market Street to Military Cutoff Road. In recognizing the growth in the area, staff and the Department are bringing the Eastwood Road Preferred Access Plan to the TCC and the TAC for consideration.

Following a brief discussion Mr. Bennett made the motion to recommend adoption of the Eastwood Road Preferred Access Plan and forward to the TAC for consideration. Mr. Burgess seconded the motion and it carried unanimously.

c. Resolution Opposing Change to the Equity Formula

Mr. Kozlosky told members there have been discussions again about changes to the equity formula. These changes will give more money to the more populated areas in the state. With Wilmington being the 8th largest city in the state and surrounded by five rural counties, this region is likely to lose transportation funding dollars if the changes are implemented. Staff is proposing that the WMPO go on record in opposition of any change to the equity formula.

Mr. Burgess made the motion to recommend opposing the changes to the equity formula and forward to the TAC for consideration. Ms. Bunch seconded the motion and it carried unanimously.

d. Resolution Opposing Changes to Senate Bill 214 (Transportation Corridor Official Map Act)

Mr. Kozlosky told members Senate Bill 214 would change the time-frame for Transportation Corridor Official Map preservation and the trigger mechanism for the start of the time for the corridor preservation clock to begin. The new bill, if approved would reduce the delay of a building permit or subdivision application to 18 months. It's currently 36 months. The trigger mechanism is currently from the original date of submittal of a building permit or subdivision application. The proposed language in Senate Bill 214 would change it from the adoption of the Transportation Corridor Official Map. If Bill 214 goes through, it's going to significantly impact the way that we plan and fund transportation for the State of North Carolina. Mr. Kozlosky noted that the another issue is that Senate Bill 214 states that the entity that adopted the map would have to purchase or initiate condemnation within that 18 month period. For a large project like the Wilmington Bypass or the Hampstead Bypass, there is no feasible way that the Department could purchase all of the right-of-way on a project of that size. This bill will significantly impact transportation and economic development across the state. The bill has been referred to the Transportation Committee.

Mr. Pope made the motion to recommend opposing Senate Bill 214 and forward to the TAC for consideration. Mr. Burgess seconded the motion.

Mr. Warring asked Mr. Kozlosky if he had talked to local representative. Mr. Kozlosky said he had talked with Senator Raybon and Senator Goolsby's office has not returned his phone calls.

Mr. Pope asked if there had been any conversation regarding developing a resolution to submit a potential replacement bill. Mr. Kozlosky said the development community's concerns have always been the need to spend the money and then get denied. He said he felt the bill will be passed and he would like to find alternatives to the proposed trigger mechanism in the bill. He suggested that maybe developers could come in and fill out an application but not have to develop a plan that they know would be denied.

Members discussed other alternatives for triggering the start of the time period for the corridor preservation clock to begin. Following that discussion Mr. Kozlosky called for the vote on the motion by Mr. Pope. The motion passed unanimously.

e. Resolution Authorizing the WMPO to Submit an Application for North Carolina Sustainable Communities Grant Fund

Mr. Kozlosky told members the pre-application for the grant is due by March 17th and the final application by March 21st. He stated that the resolution authorizes staff to submit the grant application.

Mr. McDow told members if awarded, the grant would support educational activities regarding multi-modal options within the MPO area. The grant awards range from \$10,000 to \$50,000.

Mr. Pope suggested that the resolution state who are the members of the consortium and include some of the uses for the money if awarded. Mr. Pope told members with those two amendments to the resolution, he would make the motion to support the resolution and forward to the TAC for consideration. Mr. Burgess seconded the motion and it carried unanimously.

6. Discussion

a. Local Project Prioritization

Mr. Kozlosky told members the prioritization committee will be meeting next week and they plan to present a concept to this board in April.

b. Process to Add Items to the TAC Agenda by a TCC/TAC Board Member

Mr. Kozlosky told members at the January TAC meeting, a member proposed adding a resolution to the agenda. Another board member felt that information associated with the item should have included background information and maps in order for them to make a more informed decision. He said he was asked to develop a policy for adding an item to the agenda. He told members he is proposing that the new policy state that if any member wishes to add an item to the agenda, it must be submitted by 5:00 PM of the first business day of the calendar month in which the item will be requested. He also suggested having a provision in the policy to allow time sensitive items to be placed on the agenda at the end of the meeting by a unanimous vote of the voting members present at the meeting. That allows some flexibility for items such as grant applications.

Following a brief discussion, members concurred that the proposed policy is a good recommendation to take to the TAC for consideration.

c. Strategic Prioritization Results

Mr. Kozlosky distributed copies of the ranking results from the strategic prioritization exercise by the CAC, TCC and TAC members. He told members that the CAC members recommend to take the top six policies ranked in the exercise and use them for the development of the strategic performance measures for implementation. He noted that this will be the first strategic plan for the MPO.

7. Updates

a. Wilmington MPO/City of Wilmington

Mr. Kozlosky updated members on projects within the City of Wilmington.

- **US 17/NC 210 Corridor Study in Pender County** - Mr. Kozlosky told members a public workshop was held March 3rd and the MPO will be holding another workshop in April or May. Following those meetings, staff will then make presentations to the Pender County Planning Board, the Board of County Commissioners and the TAC.
- **Market Street Corridor Study** - Mr. Kozlosky told members the study presentation has been made to the Wilmington City Council and the New Hanover County Board of Commissioners. There was concern expressed by both boards that there has not been enough public input. The City Council asked staff to hold an additional informational workshop on the corridor study.
- **Multimodal Transportation Center** – Mr. Kozlosky told members work is continuing on the environmental assessment.

b. Cape Fear Public Transportation Authority

Not available

c. NCDOT Project Update

Mr. Riddle updated members on the projects for NCDOT.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 11:53am



**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 4A: 2011-2012 UNIFIED PLANNING WORK PROGRAM

ATTACHMENTS: 2011-2012 DRAFT UNIFIED PLANNING WORK PROGRAM

RESOLUTION ADOPTING THE 2011-2012 UNIFIED PLANNING
WORK PROGRAM

RESOLUTION CERTIFYING THE WILMINGTON MPO
TRANSPORTATION PLANNING PROCESS FOR 2011

DRAFT

***Wilmington Urban Area Transportation Planning Work
Program***

Fiscal Year 2011-2012



**FY 2011-2012 UNIFIED PLANNING WORK PROGRAM
FOR THE
WILMINGTON, NORTH CAROLINA URBAN AREA**

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Introduction

In compliance with Federal law and in the spirit of cooperation, the Wilmington Urban Area conducts a “cooperative, comprehensive, and continuing...” transportation planning process. This Planning Work Program (PWP) outlines the tasks and associated funding sources dedicated to the Wilmington Urban Area MPO transportation planning process during fiscal year 2011-2012. Depending on the specific funding source, tasks funded through the PWP are eligible for reimbursement of 80-90% of their cost from the Federal Highway Administration and Federal Transit Administration through the North Carolina Department of Transportation.

The PWP for the Wilmington Urban Area identifies three separate funding sources for Urban Area transportation planning. A brief description of these funding sources follows:

- Statewide Planning and Research Programs (SPR)-These funds are used by NCDOT to conduct work for the Wilmington Urban Area MPO.

- Federal Highway Administration Section 104(f) Funds-These funds are dedicated to the urban area to perform transportation planning. They require a 20% local match.

- Federal Transit Administration Section 5303 Funds-These funds are used for transit planning in the urban area. The Federal Transit Administration provides 80% of these funds, NCDOT 10%, and there is a required 10% local match.

The local match requirements will be shared by all members of the Wilmington Urban Area MPO in direct proportion to population as defined in the Wilmington Urban Area MPO Memorandum of Understanding.

Narrative of PWP Section 104(f) Work Tasks to be Performed in FY 2011-2012

(Primary work to be performed by lead planning agency staff except where noted.)

Line Item Code

II-A1 Traffic Volume Counts- Wilmington MPO staff maintains an ongoing traffic counting program. An annual summary of the urban area traffic counts and accident data will be prepared.

II-A2 Vehicle Miles of Travel- Establish VMT as measure of effectiveness of transportation system. Measure the VMT with the new travel demand model.

II-A3 Street System Changes- Update of street system database as needed.

II-A4 Traffic Accidents-Currently MPO staff conducts an ongoing effort to summarize traffic accident data for specific projects and for the public. MPO staff also utilizes accident data for specific inquiries.

II-A5 Transit System Data- Update of transit system database as needed.

II-A6 Dwelling Unit, Population, Employment Changes- Will measure land use changes by Transportation Analysis Zone. Staff will review and provide capacity analysis for proposed developments within the Wilmington planning area boundary.

II-A7 Air Travel- Assistance to Wilmington International Airport as needed.

II-A8 Vehicle Occupancy Rate Counts- Monitor VOC as needed.

II-A9 Travel Time Studies- Conduct key travel time studies for travel demand model and development of the Long Range Transportation Plan.

II-A10 Mapping- Keep Geographic Information System files current and produce maps to support transportation plans, programs, and projects.

II-A11 Central Area Parking Inventory- No tasks foreseen.

II-A12 Bicycle and Pedestrian Facilities Inventory- Update ride suitability assessment of federal-aid functionally classed roadways.

II-B1 Collection of Base Year Data- No tasks foreseen.

II-B2 Collection of Network Data- No tasks foreseen.

II-B3 Travel Model Updates- No tasks foreseen.

II-B4 Travel Surveys- No tasks foreseen.

II-B5 Forecast of Data to Horizon Year-No tasks foreseen.

II-B6 Community Goals and Objectives- Monitor public input as it pertains to goals and objectives set forth in the update of the Long Range Transportation Plan.

II-B7 Forecast of Future Year Travel Patterns- No tasks foreseen.

II-B-8 Capacity Deficiency Analysis- Identify areas of deficient capacity through use of travel demand model and other measures for further analysis as potential short and long-range transportation improvement projects.

II-B9 Highway Element of Long Range Transportation Plan (LRTP)- Identification of highway deficiencies, priorities, and proposed highway improvement solutions and strategies. Provide documentation of process and recommendations.

II-B10 Transit Element of Long Range Transportation Plan- Identify public transportation deficiencies, priorities, and proposed transit improvement solutions and strategies.

II-B11 Bicycle and Pedestrian Element of the Long Range Transportation Plan- Identify bicycle deficiencies, priorities, and proposed bicycle and pedestrian improvement solutions and strategies.

II-B12 Airport/Air Travel Element of the Long Range Transportation Plan - Identify airport and air service deficiencies, priorities, and proposed airport and air service improvement solutions and strategies.

II-B13 Collector Street Element of Long Range Transportation Plan- Develop regionally acceptable collector street policies and programs.

II-B14 Rail, Waterway and Other Elements of Long Range Transportation Plan - Identify rail and waterway deficiencies, priorities, and proposed rail and waterway improvement solutions and strategies.

II-B15 Freight Movement/Mobility Planning- Identification of freight movement deficiencies, priorities, and proposed improvement solutions and strategies

II-B16 Financial Planning- Develop realistic, best estimates of funding sources available and project cost estimates for projects included in the LRTP.

II-B17 Congestion Management Strategies- Develop strategies to address and manage congestion by increasing transportation system supply, reducing demand by application of alternative mode solutions, and transportation system management strategies

II-B-18 Air Quality Planning/ Conformity Analysis- No tasks foreseen.

III-A Planning Work Program- Evaluation of FY 2011 PWP and development of FY 2012 UPWP.

III-B Transportation Improvement Program-Review and amend the 2011-2020 Transportation Improvement Program on an as needed basis. Assist NCDOT with the review and development of the 5, 10 and 20 year work programs.

III-C1 Title VI Compliance-Work to insure compliance with the requirements of Title VI in urban area policies and practices.

III-C2 Environmental Justice- Analysis and outreach to insure that transportation plans and projects comply with Environmental Justice policies.

III-C3 MBE Planning- Activities to encourage participation of minority-owned business enterprises in contractual and supply opportunities.

III-C4 Planning for the Elderly and Disabled- Ensure the special needs of the elderly and disabled are addressed in all transportation planning projects.

III-C5 Safety/Drug Control Planning- No tasks foreseen.

III-C6 Public Involvement- Extensive Public Participation effort will be carried out to solicit input and reaction to planning efforts within the Wilmington MPO planning area boundary.

III-C7 Private Sector Participation- Activities to encourage private sector participation in planning and project activities.

III-D1 Transportation Enhancement Planning- Prepare and submit applications for potential transportation enhancement funding in the Wilmington Urban Area.

III-D2 Environmental and Pre-TIP Planning- Conduct environmental analysis and planning for the development of transportation projects in the Wilmington Urban Area.

III-D3 Special Studies- A consultant will be contracted to assist in the completion of an update to the Town of Leland Collector Street Plan and Wrightsville Beach Comprehensive Transportation Study.

III-D4 Statewide and Regional Planning- Coordination of urban area activities with statewide and regional initiatives.

III-E Management and Operations- Required ongoing administrative and operational tasks to support MPO committees and reporting requirements.

MPO	Wilmington
FTA Code	44.26.07
Task Code	III-E
Title	Management & Operations
Task Objective	Administration, operations, and maintenance planning
Tangible Product Expected	Transit system operations and maintenance management
Expected Completion Date of Products	June 2011
Previous Work	Ongoing management of the system
Relationship	This is a collaborative effort of the City of Wilmington and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA, in coordination with the City of Wilmington
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	5,912
Section 5303 NCDOT 10%	5,912
Section 5303 FTA 80%	47,296
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

Wilmington MPO		SPR		SEC. 104 (f) PL		SECTION 5303			SECTION 5307			ADDITIONAL FUNDS			TASK FUNDING SUMMARY			
TASK CODE	TASK DESCRIPTION	Highway		Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Transit			Local 100%	NCDOT		LOCAL	STATE	FEDERAL	TOTAL
		NCDOT 20%	FHWA 80%						Local 10%	NCDOT 10%	FTA 80%		TE 100%	DO 100%				
II-A	Surveillance of Change																	
II-A-1	Traffic Volume Counts			14,400	57,600										14,400	0	57,600	72,000
II-A-2	Vehicle Miles of Travel			50	200										50	0	200	250
II-A-3	Street System Changes			50	200										50	0	200	250
II-A-4	Traffic Accidents			600	2,400										600	0	2,400	3,000
II-A-5	Transit System Data			100	400										100	0	400	500
II-A-6	Dwelling Unit, Pop. & Emp. Change			1,000	4,000										1,000	0	4,000	5,000
II-A-7	Air Travel			50	200										50	0	200	250
II-A-8	Vehicle Occupancy Rates			50	200										50	0	200	250
II-A-9	Travel Time Studies			50	200										50	0	200	250
II-A-10	Mapping			1,600	6,400										1,600	0	6,400	8,000
II-A-11	Central Area Parking Inventory			0	0										0	0	0	0
II-A-12	Bike & Ped. Facilities Inventory			50	200										50	0	200	250
																		0
II-B	Long Range Transp. Plan															0		0
II-B-1	Collection of Base Year Data			0	0										0	0	0	0
II-B-2	Collection of Network Data			0	0										0	0	0	0
II-B-3	Travel Model Updates			0	0										0	0	0	0
II-B-4	Travel Surveys			0	0										0	0	0	0
II-B-5	Forecast of Data to Horizon year			0	0										0	0	0	0
II-B-6	Community Goals & Objectives			500	2,000										500	0	2,000	2,500
II-B-7	Forecast of Future Travel Patterns			0	0										0	0	0	0
II-B-8	Capacity Deficiency Analysis			1,000	4,000										1,000	0	4,000	5,000
II-B-9	Highway Element of the LRTP			1,000	4,000										1,000	0	4,000	5,000
II-B-10	Transit Element of the LRTP			400	1,600										400	0	1,600	2,000
II-B-11	Bicycle & Ped. Element of the LRTP			1,000	4,000										1,000	0	4,000	5,000
II-B-12	Airport/Air Travel Element of LRTP			50	200										50	0	200	250
II-B-13	Collector Street Element of LRTP			600	2,400										600	0	2,400	3,000
II-B-14	Rail, Water or other mode of LRTP			50	200										50	0	200	250
II-B-15	Freight Movement/Mobility Planning			200	800										200	0	800	1,000
II-B-16	Financial Planning			200	800										200	0	800	1,000
II-B-17	Congestion Management Strategies			700	2,800										700	0	2,800	3,500
II-B-18	Air Qual. Planning/Conformity Anal.			0	0										0	0	0	0
																		0
III-A	Planning Work Program			200	800										200	0	800	1,000
																		0
III-B	Transp. Improvement Plan			200	800										200	0	800	1,000
																		0
III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.															0		0
III-C-1	Title VI			100	400										100	0	400	500
III-C-2	Environmental Justice			200	800										200	0	800	1,000
III-C-3	Minority Business Enterprise			100	400										100	0	400	500
III-C-4	Planning for the Elderly & Disabled			50	200										50	0	200	250
III-C-5	Safety/Drug Control Planning			0	0										0	0	0	0
III-C-6	Public Involvement			1,200	4,800										1,200	0	4,800	6,000
III-C-7	Private Sector Participation			50	200										50	0	200	250
																		0
III-D	Incidental Plng./Project Dev.															0		0
III-D-1	Transportation Enhancement Plng.			400	1,600										400	0	1,600	2,000
III-D-2	Enviro. Analysis & Pre-TIP Plng.			50	200										50	0	200	250
III-D-3	*Special Studies			20,000	80,000										20,000	0	80,000	100,000
III-D-4	Regional or Statewide Planning			50	200										50	0	200	250
																		0
III-E	Management & Operations			20,000	80,000	5,912	5,912	47,296							25,912	5,912	127,296	159,120
TOTAL S		0	0	66,300	265,200	5,912	5,912	47,296							72,212	5,912	312,496	390,620

Anticipated DBE Contracting Opportunities for FY 2011-2012

Name of MPO: Wilmington Urban Area MPO

Person Completing Form: Mike Kozlosky Telephone Number: 910-342-2781

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out
III-D-3	Special Studies	City of Wilmington	Consultant	\$80,000	\$100,000

**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION ADVISORY COMMITTEE**

**RESOLUTION ADOPTING THE FY 2011-2012 PLANNING WORK PROGRAM
OF THE WILMINGTON URBAN AREA**

WHEREAS, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority and the North Carolina Board of Transportation, and

WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Wilmington Urban Area; and

WHEREAS, the City of Wilmington has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program (Section 5303) funds and Federal Highway Administration Metropolitan Planning (Section 104(f)) funds; and

WHEREAS, members of the Wilmington Urban Area Transportation Advisory Committee agree that the Planning Work Program will effectively advance transportation planning for State Fiscal Year 2011-2012.

NOW THEREFORE, be it resolved that the Transportation Advisory Committee hereby adopts the FY 2011-2012 Planning Work Program for the Wilmington Urban Area.

ADOPTED at a regular meeting of the Wilmington Urban Area Metropolitan Planning Organization Transportation Advisory Committee on April 20, 2011.

Jonathan Barfield, Chairman
Transportation Advisory Committee

Mike Kozlosky, Secretary

RESOLUTION CONFIRMING TRANSPORTATION PLANNING PROCESS

RESOLUTION CERTIFYING THE WILMINGTON METROPOLITAN PLANNING ORGANIZATION'S TRANSPORTATION PLANNING PROCESS FOR FY 2011

WHEREAS, the Transportation Advisory Committee has found that the Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607;

WHEREAS, the Transportation Advisory Committee has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Section 1003(b) of ISTEA of 1991 (Pub. L. 102-240), Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans With Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations (49 CFR parts 27, 37, and 38);

WHEREAS, the Transportation Plan has a planning horizon year of 2030, and meets all the requirements for an adequate Transportation Plan,

NOW THEREFORE, be it resolved that the Wilmington Urban Area Transportation Advisory Committee certifies the transportation planning process for the Wilmington Metropolitan Planning Organization on this the 20th day of April, 2011.

Jonathan Barfield
Chair, Transportation Advisory Committee

Mike Kozlosky
Secretary, Wilmington Metropolitan Planning Organization



**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 5A: AMENDMENT TO THE WILMINGTON MPO BYLAWS

ATTACHMENTS: REVISED MPO BYLAWS

**BYLAWS
WILMINGTON URBAN AREA TRANSPORTATION
ADVISORY COMMITTEE**

ARTICLE I – NAME

The name of this organization shall be the Wilmington Urban Area Transportation Advisory Committee, hereinafter referred to as the “TAC”.

ARTICLE II – PURPOSE

The purposes of the TAC are outlined in the most recent “Memorandum of Understanding” approved by the appropriate local governments.

ARTICLE III – MEMBERS

Section I – Number of Qualifications: The TAC shall consist as specified in the “Memorandum of Understanding”. The eligible voting member list consists of a representative from each of the appropriate boards with the City of Wilmington having two representatives.

Section II – Terms of Office: All elected representatives serving on the TAC may serve for the length of their elected terms. A member may serve successive terms.

Section III – Alternates: Each of the appropriate boards shall designate all members of their governing board who are not members of the TAC as alternate members of the TAC. In the event that a member is unable to attend, that member or the chief elected officer of that jurisdiction will designate an alternate to attend and participate in the member’s absence. That alternate member may serve as a full voting member during any meeting where one of that board’s representatives is not in attendance. Proxy and absentee voting are not permitted.

ARTICLE IV – OFFICERS

Section I – Officers Defined: The TAC shall, upon majority vote of its membership, appoint one voting member of the Committee to act as Chairman and one voting member to act as Vice-Chairman. A member of the staff of the City of Wilmington Development Services Department will serve as Secretary to the Committee.

Section II – Duties: The Chairman shall call and preside at meetings and appoint committees. In absence of the Chairman, the Vice-Chairman shall preside and complete all duties of the Chairman.

Section III – Elections: The Chairman and Vice-Chairman shall be elected annually by the voting members of the TAC, with their terms to begin at that meeting. In the event that there is no Chairman or Vice-Chairman, the TCC Chairman shall preside until a Chairman and Vice-Chairman are elected. The Chairman and Vice-Chairman shall serve for a period of one (1) year from their election and may be re-elected.

ARTICLE V - MEETINGS

Section I – Meetings: Regular schedules will be adopted by the TAC at the first meeting of the calendar year. If there is insufficient reason for a regularly scheduled meeting, as determined by the Chairman, the Secretary will notify TAC members of the meeting's cancellation. Meetings shall be conducted under parliamentary procedures consistent with Robert's Rules of Order.

Section II – Quorums and Majority Vote: A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations or voting upon or otherwise transacting public business. A quorum consists of 51% of the members of the TAC, plus as many additional members as may be required to ensure that 51% of the possible votes are present.

Section III – Attendance: Each member shall be expected to attend each scheduled meeting.

ARTICLE VI – VOTING PROCEDURES

Section I – Majority Votes: Any member may call for a vote on any issue provided that it is seconded and within the purposes set forth in the "Memorandum of Understanding." Each voting member of the TAC shall have one vote, and a majority vote of those present and voting shall constitute approval of any motion, provided a quorum exists. Abstentions are not included in the tally of the votes. Proxy and absentee voting are not permitted.

Section II – Agenda: The agenda is the list of items suggested for discussion at a TAC meeting. Agenda items originate as a carry-over from previous meetings, are placed on the agenda prior to its distribution by any member of the TAC, by request from any jurisdiction party to the "Memorandum of Understanding," or by the request of a member of the Technical Coordinating Committee (TCC). ~~Additional items may be placed on the regular agenda following discussion of the last item on the regular agenda, as long as a majority concurrence of the present and eligible voting members is received.~~ TCC and

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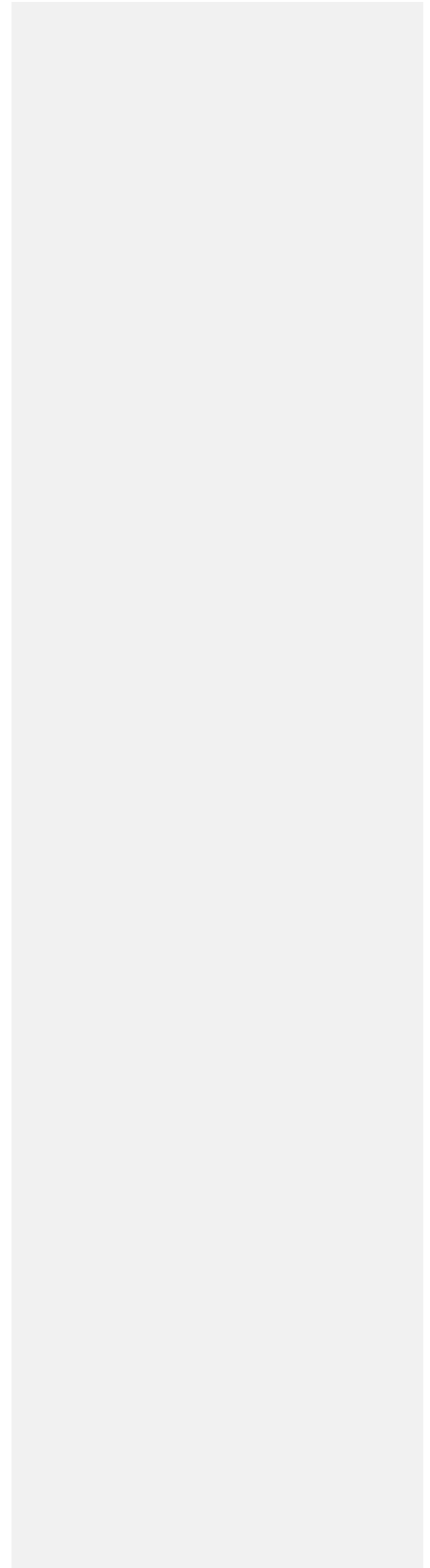
TAC members may submit an item(s) to their respective TCC and TAC agendas. In order for a Board member to submit an item(s) to the TCC or TAC, the item(s) must be submitted no later than 5:00 p.m. the first business day of the calendar month in which the item is requested to be considered. The item must include all pertinent background materials (resolution, maps, etc.). An item may also be placed on the agenda for consideration at the end of the meeting by a majority vote of the voting members present.

ARTICLE VII – AMENDMENTS TO BYLAWS

Amendments to these Bylaws of the TAC shall require the affirmative vote of at least two-thirds (2/3) of the eligible voting members, provided that written notice of the proposed amendment has been received by each member at least seven (7) days prior to the meeting at which the item is to be considered and provided that such amendment does not conflict with the letter or the fundamental intent of the “Memorandum of Understanding” governing this document. In the event of any conflict, the “Memorandum of Understanding” shall carry precedence over these Bylaws.

Date Adopted _____

Signature of Chairman





**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 6A: PUBLIC INVOLVEMENT POLICY

ATTACHMENTS: WILMINGTON MPO PUBLIC INVOLVEMENT POLICY

Wilmington Metropolitan Planning Organization Public Involvement Policy



Adopted September 9, 2009

I. Introduction

Overview

The Wilmington Urbanized Area Metropolitan Planning Organization's (WMPO's) Public Involvement Policy is an umbrella policy, encompassing the plans and programs of the greater Wilmington Urban Area's transportation planning process. Public participation is an integral part of the WMPO's planning efforts. The Public Involvement Policy is comprised of the public involvement programs for all the major planning activities, including the Long Range Transportation Plan (LRTP), Metropolitan Transportation Improvement Program (MTIP), the Planning Work Program (PWP) and federal requirements (ISTEA, TEA-21, SAFETEA_LU, Civil Rights Act, Environmental Justice, Limited English Proficiency and Americans with Disabilities Act).

The WMPO is an intergovernmental transportation planning agency created by an agreement among the City of Wilmington, the Town of Belville, Town of Carolina Beach, Town of Kure Beach, Town of Leland, Town of Navassa, Town of Wrightsville Beach, Brunswick County, New Hanover County, Pender County, Cape Fear Public Transportation Authority and the North Carolina Board of Transportation. State and Federal laws require the formation of MPOs in urbanized areas with populations of greater than 50,000 in order for surface transportation projects to be eligible for Federal transportation funding.

The WMPO is responsible for conducting a continuing, cooperative, and comprehensive transportation planning process for all of the members within the WMPO urbanized area. The WMPO must plan for the movement of both people and goods within the WMPO boundaries by all modes of travel, including highways, public transportation, bicycles, and pedestrians). It also plans for the connections (such as airports, seaports, buses, railroads, and pipeline terminals) linking these modes and connecting the greater Wilmington area to the rest of the state, country, and world.

The Wilmington MPO's Mission Statement

[T]o develop and implement a comprehensive multi-modal transportation plan that supports the existing and future mobility needs and economic vitality of the Wilmington Urban Area. This shall be accomplished by protecting the environment, safeguarding the social equity, improving the quality of life for citizens of the community improving the local economy and providing for safe and efficient mobility throughout the region. This is achieved through the long range transportation planning process which includes a comprehensive, continuous and cooperative approach from citizens and participating members.

Transportation Advisory Committee (TAC)

The TAC is the policy and decision-making body for the WMPO. The TAC is comprised of elected and appointed officials from the City of Wilmington, the Towns of Belville, Carolina Beach, Kure Beach, Leland, Navassa, Wrightsville Beach, Brunswick County, New Hanover County, and the North Carolina Board of Transportation. The TAC is ultimately responsible for providing opportunities for citizen participation in the transportation planning process.

WMPO Voting Members:

Brunswick County: One elected official

New Hanover County: One elected official

Pender County: One elected official

City of Wilmington: Two elected officials

Town of Belville: one elected officials

Town of Carolina Beach: one elected officials

Town of Kure Beach: One elected official

Town of Leland: One elected official

Town of Navassa: One elected official

Town of Wrightsville Beach: One elected official

Cape Fear Public Transportation Authority: One elected official (appointed by the New Hanover County Board of Commissioners to the Authority Board)

North Carolina Board of Transportation: One appointed official

WMPO Non-Voting Members:

Federal Highway Administration

Cape Fear Council of Governments

North Carolina State Ports Authority

Wilmington Airport Authority

North Carolina Turnpike Authority

Transportation Coordination Committee (TCC)

The TCC is made of planners and engineers on staff at each of the member agencies to facilitate coordination of the WMPO's planning activities and transportation planning and related activities occurring within each member agency's jurisdiction. The TCC reviews plans and programs and makes recommendations to the TAC.

Purpose

The purpose of the WMPO Public Involvement Policy is to create an open decision-making process whereby citizens have the opportunity to be involved in all stages of the transportation planning process. This policy is designed to ensure that transportation decisions will reflect public priorities.

Policy Elements

The WMPO's Public Involvement Policy is comprised of a number of sub-policies. All planning programs and activities are required to go through the Transportation Advisory Committee's (TAC) public process. In addition, the WMPO has initiated specific public involvement programs for the LRTP, the MTIP, the UPWP and federal requirements (ISTEA, TEA-21, SAFETEA_LU, Civil Rights Act, Environmental Justice, Limited English Proficiency and Americans with Disabilities Act).

Regular Public Involvement Opportunities

Regular schedules will be adopted by the TAC at the first meeting of the calendar year. These meetings will typically be held 10 times per calendar year unless otherwise approved and be in accordance with the open meetings laws. Notice of these meetings will be published in the Star News and Wilmington Journal at least 5 days prior to the day of the meeting. These meetings and agendas will also be published on the WMPO's website. These meetings are open to

members of the public and upon request anyone can be placed on the TAC mailing list. At the beginning of each regular meeting, a sign-in sheet will be available before each meeting for those who wish to speak. Each speaker is limited to three minutes and the entire public comment period shall not exceed 15 minutes. If necessary, the chairman can extend the Public Comment Period by a vote of the board.

Response to Public Comment

The TAC typically acknowledges public comments in one of the following two ways: the TAC may incorporate a summary of public comments and the WMPO's response, as an appendix, into the specific planning document, or, depending on the number of comments, the TAC may instruct the planning staff to respond directly by letter. Acknowledging public comments is a way to let the public know that its comments are being addressed and is part of the public involvement feedback process.

GOALS:

The goals of the WMPO's Public Involvement Policy are:

- A. The WMPO will actively seek and consider public input and incorporate or otherwise respond to the views of its stakeholders in making its decisions.
- B. The public will be informed in a timely manner about and empowered to participate in the WMPO's decision-making processes, which are open, understandable, and consistently followed. Access points for public input will be clearly defined from the earliest stages of a decision process and provide adequate time for stakeholders to participate.
- C. Credible, effective public participation processes will be consistently incorporated into the WMPO's program operations, planning activities, and decision-making processes, at headquarters and in the field. Every employee within the WMPO will share responsibility to promote, practice, and improve public participation.

Objectives

- Bring a broad cross-section of the public into the public policy and transportation planning decision-making process.
- Maintain public involvement from the early stages of the planning process through detailed project development.
- Use different combinations of public involvement techniques to meet the diverse needs of the general public.
- Determine the public's knowledge of the metropolitan transportation system and the public's values and attitudes concerning transportation.
- Educate citizens and elected officials in order to increase general understanding of transportation issues.
- Make technical and other information available to the public.

- Establish a channel for an effective feedback process. Evaluate the public involvement process and procedures to assess their success at meeting requirements specified in the ISTEA, TEA-21, SAFETEA_LU, NEPA and FTA/FHWA Guidance on Public Participation.

The WMPO will seek public input through a menu of techniques, including public notices, comment periods, workshops, charrettes, public hearings, newsletters, surveys, media relations, periodic transportation summits, and the Citizen's Advisory Committee (CAC). The techniques employed will vary, depending on the specific planning task. The MPO will hold a forty-five (45) day public comment period for amendments to the Public Involvement Policy and will seek input and feedback on the MPO's public involvement efforts.

Federal Requirements

The Federal Laws and processes covering public participation in the transportation planning process include the following:

- *The Intermodal Surface Transportation Efficiency Act (ISTEA), Transportation Equity Act for the 21st Century (TEA-21) and Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA_LU);*
- *Title VI of the Civil Rights Act of 1964;*
- *Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (1994);*
- *Executive Order 13161, Improving Access to Services for Persons with Limited English Proficiency (2000); and*
- *The Americans with Disabilities Act of 1990, the Rehabilitation Act of 1973 (Section 504), and the Rehabilitation Act Amendments of 1998 (Section 508).*

1. ISTEA, TEA-21 and SAFETEA_LU

As mandated in *ISTEA* and other supporting Federal regulations, *and continued in TEA-21 and SAFETEA_LU*, Metropolitan Planning Organizations (MPOs) must establish, periodically review, and update public involvement processes. These processes should assure early and continued public awareness of and access to the transportation decision-making process. The planning regulations contain a number of performance standards for public involvement, including:

- *Providing reasonable public access to technical and policy information used in the development of plans and Transportation Improvement Programs (TIPs);*
- *Requiring adequate public notice of public involvement activities and time for public review and comment at key decision points; and,*
- *Demonstrating explicit consideration and response to public input received during the planning and program development processes*
 - *The use of visualization techniques*
 - *Ensuring that all documents are available in electronic format*

2. Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 states that "no person in the United States shall, on the grounds of race, color or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

3. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (1994)

The basis of *Executive Order 12898* lies in *Title VI of the Civil Rights Act of 1964*. It directs that “each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.”

Executive Order 12898 defines minority populations as belonging to any of the following groups:

- *Black – a person having origins in any of the black racial groups of Africa;*
- *Hispanic – a person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race;*
- *Asian American – a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands; and,*
- *American Indian and Alaskan Native – a person having origins in any of the original people of North America and who maintains cultural identification through tribal affiliation or community recognition.*

It defines low-income populations as those whose household incomes are *at or below* the U.S. Department of Health and Human Services poverty guidelines. The three fundamental environmental justice principles include:

- *To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations;*
- *To ensure full and fair participation by all potentially affected communities in transportation decision-making; and*
- *To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.*

4. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (2000)

The basis of *Executive Order 13166* lies in *Title VI of the Civil Rights Act of 1964*. It requires that Federal agencies work to ensure that recipients of Federal financial assistance provide “meaningful access” to their limited English proficiency applicants and beneficiaries.

5. The Americans with Disabilities Act of 1990, the Rehabilitation Act of 1973 (Section 504), and the Rehabilitation Act Amendments of 1998 (Section 508)

The Americans with Disabilities Act of 1990 mandates that public facilities be made accessible to people with disabilities and has been the basis for requiring that transit buses and street curbs be retrofitted or reconstructed with appropriate equipment and design details.

The Rehabilitation Act of 1973 (Section 504) states that “no qualified individual with a disability in the United States shall be excluded from, denied the benefits of, or be subjected to discrimination under” any program or activity that receives Federal financial assistance. *The Rehabilitation Act Amendments of 1998* (Section 508) states that Federal agencies must ensure that electronic and information technology is accessible to employees and members of the public with disabilities to the extent it does not pose an “undue burden.” All notices for planning activities of the Metropolitan Planning Organization will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone

proficient in sign language, a translator or other provisions requested). Public meetings will be held in locations accessible to persons with disabilities and will be located near or on a transit route if possible.

Outreach Efforts

Stakeholder Interviews

A stakeholder is defined as any person or group that is affected by a transportation plan, program or project, including those who are not aware they will be affected. In accordance with ISTEA, TEA-21 or SAFETEA_LU, stakeholders will include “citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight services, private providers of transportation, representatives of users of public transportation and other interested parties.” Citizens will include the general public; environmental, health, neighborhood, citizen and civic organizations; and, traditionally underserved communities such as people with disabilities, and/or low-income, minority, and elderly.

Individual stakeholders and representative stakeholders groups will be included in a WMPO database. WMPO will continually work to identify new stakeholders interested in and or affected by the transportation planning process. With their consent, these names, addresses, phone numbers and e-mail addresses will be included in a stakeholder database.

Ongoing meetings with stakeholders will be conducted to share information on a one-on-one basis. These meetings will give the stakeholders to provide individual feedback on transportation issues throughout the community and region.

Develop and Implement a Plan to Reach Non-participating Minority and Low Income Populations

Reaching people and groups that have not traditionally been participants in the transportation planning process are of particular emphasis. These traditional non-participants include low-income, minority, elderly and disabled; have no vehicles; and low literate or have limited English proficiency. Staff will identify and meet with these organizations and community leaders who represent these populations. The purpose of these meetings will be to build relationships with the groups and leaders as well as identify strategies to bring traditional non-participants into the planning process. The identified strategies will be implemented in cooperation with the organizations and community leaders. Detailed plans will outline the meetings with group leaders and implementing strategies.

Develop Outreach and Education Programs

The outreach and education program will be designed to educate the public about the regional transportation planning process and its relevancy to all stakeholders. English and Spanish materials may be produced as part of this program and may include such tools as pamphlets and brochures which can be used in various presentations and for distribution. It will be necessary to periodically review and update the program and materials.

Special considerations and arrangements will be made to design a program that is tailored for non-participants such as minority, low income, those who do not have vehicles, those who are limited English proficient and disabled communities. These considerations will include developing materials specifically targeted to those communities.

Publicize WMPO Activities

Media coverage will be actively cultivated to ensure that mainstream and ethnic radio, television and newspaper outlets understand the importance of providing information on transportation

planning activities. In addition articles, new releases and/or media releases will be used to disseminate information to announce public review and comment periods and public meetings. In order to accomplish this task, a current list of media outlets such as mainstream and ethnic television and radio stations and newspapers, including small community-based publications, will be established and maintained.

Establish a Speaker Bureau

The Speaker's Bureau will consist of WMPO members and staff who can speak to civic organizations, professional organizations, neighborhood associations and other groups about the regional transportation planning process. Members of the Speakers Bureau will present information in order to educate the public regarding the MPO planning process and on-going transportation projects within the region. A receptacle of this Speaker's Bureau will be that WMPO staff will be able to be educated by the public on issues/concerns and transportation needs in the region.

Maintain a Website

WMPO's website (www.wmpo.org) provides information about WMPO meetings and activities, including listing all upcoming meetings. This website includes a calendar, agendas and minutes; plans and documents and updates on current transportation projects. This website should provide the public with an opportunity to provide input and formal comments on an ongoing basis through the e-mail links.

Develop and Distribute Brochures

The WMPO should produce a brochure in English and Spanish dedicated to explaining the WMPO and its roles and responsibilities. If requested, this brochure should be provided in large print format. The brochure should be available on-line and distributed to all identified stakeholders, made available to libraries, government buildings, WMPO offices and other locations. Specialized brochures may be required to be provided to targeted groups.

Conduct Public Informational Workshops, Charrettes and Public Open Houses

Public Informational workshops, Charrettes and Public Open Houses should be conducted on topics associated with the transportation planning process. Such workshops, charrettes and/or open houses should be designed to educate the participants on specific topics, i.e. transportation projects, the transportation model, planning efforts, etc. Public Informational Workshops, Charrettes and Public Open Houses provide a means for allowing the public to express their ideas and concerns in an informal setting. The workshops, charrettes and open houses should be conducted on an as-needed basis.

Conduct Surveys

Surveys may be used to gather information from people's perceptions, preferences and practices. In areas where low literacy exists; surveys should be conducted in person. In limited English proficient communities, these surveys should be published in Spanish. In areas where the public is literate, surveys may be mailed, e-mailed or using the WMPO's website.

Create Newsletters

The WMPO may produce a quarterly newsletter in both English and Spanish dedicated to transportation planning activities in the Wilmington region. If requested, this newsletter should be provided in a large print format. This newsletter should include information regarding technical issues written in layman's terms for the general public. In addition, the newsletter should provide the public with periodic updates of WMPO activities. The newsletter should be available on-line and distributed to all identified stakeholders, made available to libraries,

government buildings, WMPO offices and other locations. Additionally, a specialized newsletter may be needed to provide timely information on targeted projects/topics.

Periodic Transportation Summits

Periodic Transportation Summits will be conducted by the WMPO to educate local elected officials, business, transportation, and community leaders on topics in the transportation industry. These summits will be focused on federal, state and local transportation issues and serves as an avenue to bring these leaders together to discuss transportation concerns and needs. The WMPO will also sponsor a Transportation Summit with every update of the Long-Range Transportation Plan that will be comprised of state and local leaders to discuss local and regional transportation issues.

Citizen Advisory Committee (CAC)

The CAC will be the foundation of the WMPO's public involvement process. The CAC is a volunteer group consisting of representatives from community organizations, professional associations, neighborhood associations, civic and community organizations and the private sector. The CAC provides an avenue for obtaining public input for the TAC deliberations on transportation issues. Besides providing input directly to the TAC, the CAC will assist in developing public involvement programs to solicit general public input for the TAC. Comments received from the CAC members and non-members are treated equally.

The CAC will meet approximately once a month with a meeting schedule approved at the first meeting of the calendar year. These meetings are open to the public and provide an opportunity for interested parties to hear and discuss transportation issues.

II. Long Range Transportation Plan (LRTP)

Long Range Transportation Plan Public Involvement Procedure

The WMPO will provide an opportunity for meaningful public involvement in the development and update of the Transportation Plan. The public comment period will be for a minimum thirty (30) day period, effective from the date of the public notice publication. Written comments will be received during the comment period and will be directed to the WMPO. The WMPO's contact person, phone number and e-mail address will be included in the public notice. The WMPO will assemble all comments and forward comments to the Technical Coordinating Committee (TCC) and the TAC. The TAC shall hold at least one public hearing for the Long Range Transportation Plan.

Objectives

- Proactive participation techniques may be employed to involve citizens and provide fuller access to information and technical data on the Transportation Plan. The technique may include, but not be limited to, public meetings/hearings, surveys, focus groups, newsletters, public service announcements, charrettes, transportation advisory group, mass media, etc.
- With every update of the LRTP the WMPO will sponsor a Transportation Summit comprised of state and local leaders to discuss local and regional transportation issues.
- Public meetings may be held to formulate a vision for the LRTP development, provide the public background information on the metropolitan transportation system

and other issues as well as the proposed framework of the LRTP update process, and to receive citizen input.

- Public meetings (forums) designed to solicit public comment may be held at various locations around the metropolitan area to encourage the greatest public participation.
- Public meetings will be held at a location which is accessible to persons with disabilities and preferably located on a transit route.

Notifications will inform the public of the availability of the draft LRTP for review and comment, where to send written comments, and addresses and phone numbers of contact persons. The notices also will include an announcement that states that persons with disabilities will be accommodated. Special provisions will be made if notified 48 hours in advance (i.e. having available large print documents, audio material, someone proficient in sign language, a translator, or other provisions as requested). Additionally, the notice will inform the public that copies of the draft LRTP will be on file for public review at the City of Wilmington Planning Department and WMPO member offices, and at area libraries. A copy will also be available in a PDF format for downloading on the WMPO website.

III. Metropolitan Transportation Improvement Program (MTIP)

The Federally required Metropolitan Transportation Improvement Program, or MTIP, is a comprehensive listing of all the WMPOs transportation projects that receive federal funds. The MTIP sets forth the TAC's priorities, funding and scheduling of transportation improvement projects (highway, bicycle, pedestrian, transit capital and operating assistance, and other transportation improvements in the WMPO) using State and Federal funds. The MTIP serves as the project selection document for transportation projects and, therefore, is the implementation mechanism by which the objectives of the LRTP are reached.

The MTIP and the State Transportation Improvement Program (STIP) must match exactly in projects, schedule, and scope, for projects to move forward with Federal funding. It is therefore critical that close coordination be held with the State to assure that both parties are in agreement with the program and thus allow projects and programs (including transit elements) to move forward.

The TAC adopts the MTIP and STIP every two years. By law, the MTIP and STIP must cover at least a three-year period and contain a priority list of projects grouped by year. Further, the MTIP and STIP must be financially constrained by year (meaning that the amount of dollars programmed must not exceed the amount of dollars estimated to be available). Federal regulations also require an opportunity for public comment prior to MTIP approval.

TEA-21 and SAFETEA_LU mandate an opportunity for public review of the MTIP. The minimum public comment period shall be 30 days on the final draft and any amendments to the MTIP. Written comments will be received during the comment period and will be directed to the WMPO. The WMPO's contact person, phone number and e-mail address will be included in the public notice. The WMPO will assemble all comments and forward comments to the TCC and the TAC. The TAC shall hold at least one public hearing for the MTIP.

IV. Unified Planning Work Program (UPWP)

TEA-21 and continued in SAFETEAU_LU requires each MPO, as a condition to the receipt of Federal highway and transit capital or operating assistance, is required to conduct a documented comprehensive transportation planning process. A Unified Planning Work Program (UPWP), which includes planning and project development activities that address transportation issues in the area, is required by this process. Annual certification that the planning process is being carried on in conformance with stated requirements is necessary for the receipt of funding for surface transportation programs, air quality, national highway system, Interstate maintenance, state bridge replacement, and transit capital and operating funds. The purpose of the UPWP is to administer the MPO planning program and carry out the planning activities necessary to implement the Long Range Transportation Plan.. It also serves to document the proposed expenditures of Federal, State and Local transportation planning funds, and provides a management tool for the WMPO and the funding agencies in scheduling major transportation planning activities and projects.

The major elements of the Unified Planning Work Program include:

- Surveillance of Change
- Long Range Transportation Plan
- Planning Work Program
- Transportation Improvement Plan
- Civil Rights/Other Regulatory Requirements
- Incidental Planning/Project Development
- Management and Operations

The UPWP must identify the MPO's planning tasks to be undertaken with the use of Federal transportation funds, including highway and transit funds. The purpose of public involvement in the UPWP process is to keep the public apprised of and to receive input on the planning activities to be undertaken by the MPO.

The minimum public comment period on the UPWP shall be thirty (30) days. Written comments will be received during the comment period and will be directed to the WMPO. The WMPO's contact person, phone number and e-mail address will be included in the public notice. The WMPO will assemble all comments and forward comments to the TCC and the TAC.



**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 7A: CITY OF WILMINGTON/WILMINGTON MPO

ATTACHMENTS: CITY OF WILMINGTON/WILMINGTON MPO PROJECT UPDATE

Status Report

Wilmington MPO/City of Wilmington

April 2011

WILMINGTON BYPASS

Project Description/Scope: Construct the Wilmington Bypass from US 421 in New Hanover County to US 17 in Brunswick County.

Current Status: NCDOT has let the design and construction of the Wilmington Bypass Section “A” from US 17 to US 74/76 as a “design-build” project. They anticipate completing this section of the Bypass in 2013. The Wilmington Bypass “Section B” is funded from FY 2013 through 2020.

All of the municipalities and counties within the Wilmington MPO adopted resolutions encouraging NCDOT to explore funding options to accelerate the “B” section of the Wilmington Bypass. NCDOT announced the acceleration of the Bypass and a new expected completion date of 2018.

ARTERIAL SIGNAL RETIMING:

Project Description/Scope: Per NCDOT agreement all signals in the system must have timing evaluated on an 18 month cycle.

Current Status: All existing signal timing plans verified and updated. Final migration of back up time of day programming is nearing completion.

Next Steps: Begin GPS timing evaluation runs on existing timing plans to establish baseline performance. Identify critical signals and begin timing plan development.

CAPE FEAR COMMUTES 2035 TRANSPORTATION PLAN

Project Description/Scope: Cape Fear Commutes 2035 is a federally-mandated assessment of the current and future transportation needs of people and goods within the Wilmington MPO area. The *Cape Fear Commutes 2035 Transportation Plan* will create a long range transportation plan with recommendations for how those needs should be addressed over the next 25 years.

Current Status: The MPO committee charged with crafting the *Cape Fear Commutes 2035 Transportation Plan* has finalized the draft plan. The TCC recommended approval on October 13th.

Next Step: The MPO’s Transportation Advisory Committee adopted *Cape Fear Commutes 2035 Transportation Plan* on December 15th. **All municipalities and counties have formally adopted the plan.**

CAPE FEAR SKYWAY

Project Description/Scope: Construct the Cape Fear Skyway that will link from in the vicinity of US 17 to Independence Boulevard and Carolina Beach Road.

Current Status: The NHC Board of Commissioners, Brunswick County Board of Commissioners and Wilmington City Council passed resolutions supporting the preservation of the potential northern route and

directed staff to work with the MPO to file a map for the potential northern alignment. The Leland Town Council held a public hearing on October 30th. On November 18th, the Town of Leland voted to decline to approve a transportation official corridor map for the Cape Fear Skyway within the Town of Leland. **The North Carolina Turnpike Authority continues to work through the environmental review process. NCTA held public workshops on March 22nd in Brunswick County and March 24th in New Hanover County.**

CITY OF WILMINGTON COLLECTOR STREET PLAN

Project Description/Scope: Complete a city-wide area collector street plan including Monkey Junction.

Current Status: The Wilmington MPO has selected Stantec to complete the City of Wilmington Collector Street Plan. The Wilmington MPO held a kick-off meeting in November and conducted focus group meetings in January. Staff conducted additional focus group meetings in February. **The Steering Committee met on April 5th to discuss the plan and street cross-sections. Staff is awaiting comments from the steering committee on a draft collector street map. The plan is expected to be completed in July.**

MARKET STREET CORRIDOR PLAN

Project Description/Scope: Develop a corridor plan for Market Street from Colonial Drive to the Pender County line.

Current Status: The City of Wilmington Planning Commission and New Hanover County Planning Board have recommended approval of the Market Street Corridor Plan. **The MPO presented the corridor plan to the County Commissioners in February and City Council in February/March. The City and County have expressed concern regarding the number of participants in the study process. Staff is developing a proposal to conduct an additional public presentation in the City of Wilmington and New Hanover County. These meetings are expected to be held in late April.**

MULTI-MODAL TRANSPORTATION CENTER

Project Description/Scope: Purchase right-of-way, develop design plans and construct the Wilmington Multi-modal Transportation Center between N. 3rd, N. 4th, Hanover and Red Cross streets.

NCDOT hired Moffit & Nichol Associates and Ko & Associates to complete the Environmental Assessment (EA) for the Wilmington Multi-modal Transportation Center. NCDOT is continuing the development of the EA. **The work group has decided to separate the environmental documents for the rail and public transportation elements. The EA for the public transportation element is expected to be completed by the end of the calendar year.** NCDOT is pursuing securing an option on the U-Haul property until completion of the EA.

NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM – PINE VALLEY EAST

Project Description/Scope: Construction of long-term neighborhood traffic management in the Pine Valley East neighborhood.

Current Status: The improvements will be made at eight locations and will help improve safety and reduce speeds in the neighborhood. In October, the City began construction of the long-term devices in Pine Valley East. Several neighbors voiced concerns regarding the designs. Staff provided a presentation to the Wilmington City Council in January regarding the neighborhood traffic management program and multi-way stops. **Barnhill Construction Company began construction in Pine Valley East on March 16th. The project is expected to be completed by the end of July.**

N. 3RD STREET CORRIDOR STREETScape IMPROVEMENTS

Project Description/Scope: In May 2006, a transportation bond referendum was approved that included \$5 million in improvements to the North 3rd Street corridor.

Current Status: The City has received the 100% final design plans and the 100% opinion of probable costs.

Next Step: Bid the construction of the North 3rd Street improvements in May 2011.

TRAFFIC SIGNAL SYSTEM UPGRADE/EXPANSION 08TS10

Current Status: Final connections complete. All intersections except the 5 associated with the NCDOT Wrightsville/Independence project are connected. Fiber work is required to bring Eastwood Cavalier camera and Wrightsville/Independence signals on line. **PO's for both preceding projects are approved, awaiting contract execution and project completion. Final pricing for Centrac's upgrade established**

Next Steps: Install and rework fiber to bring remaining locations on line. Complete contract language negotiations and begin migration to Centrac's control software.

SAFELIGHT

Current Status: All sites have been upgraded and are fully operational. **Below are excerpts from system generated reports to show the staff and system performance for 2/1-2/28**

Review and Approval

Violations Reviewed # of Violations	Violations Approved # of Accepted	Violations Rejected # of Rejected	% Approved	Hours Logged On
2,089	1,556	533	74.49	75.483

System Performance

	Total Events	Violation Event Rejections	Non- Violations	Non- Controllable Rejections	Controllable Rejections	Violations Still In Workflow	Total Citations Issued	Issuance	Total Rejection Percentage	Controllable Rejection Percentage
Totals:	5,687	4,144	3,334	678	132	12	1,531	92.06%	72.87%	2.32%

Next Step: Resolve invoicing issues. All cameras have been adjusted to reduce false triggers.



**WILMINGTON URBAN AREA
Metropolitan Planning Organization**

AGENDA ITEM 7C: NCDOT

ATTACHMENTS: NCDOT PROJECT UPDATE



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

April 7, 2011

TIP Projects:

R-2245: Second bridge to Oak Island over the intercoastal waterway.
Under construction

Work Complete

B-0682: Bridge to Sunset Beach over the intercoastal waterway.
Under construction

Completion Date April 2011

U-4733: intersection improvements SR 1411 (Wrightsville Avenue), from Forest Hills Drive to SR 2313 (Wilshire Boulevard).

Work Complete

U-3462: Town of Shallotte, SR 1357 (Smith Avenue) extension from West of US 17 Business to NC 130. Under construction and funded by stimulus.

Completion Date July 2011

R-4002: widen SR 1472 (Village Road) from SR 1437 (Old Fayetteville Road)/SR 1435 (South Navassa Road) to east of US 17 Interchange ramps, to a 4-lane divided facility.

Estimated Contract Completion Date June 2011

B-4030: replace Bridge #9 over Bear Branch, on NC 130.

Work Complete

W-5103 – US 421 (Carolina Beach Road) from George Anderson Road to SR 1100 (River Road) construct various safety improvements at 20+ intersections.

Estimated Contract Completion Date July 1, 2012

Memorial Bridge – painting of the Memorial Bridge.

Lane closures are not allowed from Memorial Day to Labor Day (fall/winter time) for the following times: 5:00 AM to 7:00 PM

Lane closures are not allowed from Memorial Day to Labor Day (spring/summer time) for the following times: 6:00 AM to 7:00 PM Monday thru Thursday

Contractor will be allowed to completely close the bridge for the following times:
April 13, 2010 to June 11, 2010 from 7:00 PM to 5:00 AM.

Estimated Contract Completion Date Summer 2011

B-5215 – SR 1115 (Stone Chimney Road) replace bridge #49 over branch of Lockwood Folly River. **Work Complete**

B-5217 – SR 1115 (Stone Chimney Road) replace bridge #59 over branch of Lockwood Folly River. **Work Complete**

B-5216 – SR 1115 (Stone Chimney Road) replace bridge #58 over branch of Lockwood Folly River. **Work Complete**

W-5104 – NC 132 (College Road) from US 421 (Carolina Beach Road) to US 117 (Shipyard Blvd.) construct various safety improvements at 10+ intersections.

Estimated Contract Completion Date December 2011

R-2633 AA & AB: Construction of I-140 (Wilmington Bypass) from US 17 to US 74/76.

Availability Date March 29, 2010

Estimated Contract Completion Date July 3, 2013

U-3338 B: Widening of Kerr Ave. from Randell Parkway to Martin Luther King, Jr. Parkway.
Start Date May 2013

R-3601 US 17/74/76: Widening across the “causeway”, between Leland and Wilmington. AT the beginning the planning process. We will move into the merger process afterwards and then to design. A scoping meeting will be held in the next couple of months.

Start Date July 2013

R-3432 – SR 1163 (Georgetown Road) extend from SR 1184 (Ocean Isle Beach Road) to NC 179. Start Date June 2013

R-3324 – Long Beach Road Extension construct a 2-lane, 2-way roadway on new location from NC 211 to NC 87.
Let Date of February 2013

R-2633 B: Construction of I-140 (Wilmington Bypass) from US 74/76 to US 421.
R-2633 BA construct structures and rough grading from US 74/76 to SR 1430 (Cedar Hill Road). Let Date September 2013
R-2633 BB construct structure over Cape Fear River and rough grade the approaches. Let Date September 2013
R-2633 BA & BB to be let together
R-2633 BC scope is to pave the entire length from US 74/76 to US 421.
Let Date 2016

R-5021: NC 211 widening, from NC 87 to SR 1500 (Midway Road). Public Info. Mtg. April/May 2011
Let in 2019

R-4063: widen SR 1472 (Village Road) from SR 1435 (South Navassa Road) to SR 1438 (Lanvale Road).
Let in 2015

Military Cutoff Road Extension (U-4751) and Hampstead Bypass (R-3300): extending Military Cutoff Road from Market Street to the Wilmington Bypass, with an interchange at the Bypass.

U-5300: NC 132 (College Road) from SR 1272 (New Center Drive) to SR 2048 (Gordon Road) widen to multi-lanes.

Division Projects:

SR 1448 (Middle River Road): full depth patching from NC 211 to the paved end of system.
Work Complete

SR 1345 (Royal Oak Road): mill patch the rutted section of SR 1345 (Royal Oak Road), due to increased truck traffic. **Work Complete**

SR 1513 (Danford Road): patch and widen from NC 87 to city limits of Bolivia.
Work Complete

Resurfacing Projects:

Brunswick & New Hanover Counties contract (C202476):

Brunswick County:

NC 87 resurface from NCL of Boiling Springs to US 17, including spiral widening at various locations.

NC 211 resurface from 0.24 mile west of the Town of St. James to 0.18 mile east of SR 1500 (Midway Road).

SR 1300 (Calabash Road NW) resurface from SR 1308 (Etheridge Road NW) to NC 904,

SR 1132 (Shell Point Road) resurface from NC 130 to SR 1130 (Mt. Pisgah Road),

SR 1417 (Malmo Loop Road) resurface from NC 87 to US 74/76,

SR 1426 (Mt. Misery Road) resurface from US 74/76 to SR 1426

New Hanover County:

US 421 Truck resurface from 0.02 mile north of US 421 to 0.01 mile north of Queen Street (non-system).

SR 1301 (Princess Place Road) resurface from US 17 Business to 17th Street.

Estimated Contract Completion Date April 2011

Brunswick County contract (C202562):

US 17 milling the outside lane and resurfacing the full width, from 0.25 mile south of SR 1701 (Zion Church Rd) to US 17 Bus. (south end of Bolivia).

Resurfacing complete lacking pavement markings

Pender County contract:

NC 53 (Burgaw Highway) mill & resurface approaches to Bridge #34 (over the Cape Fear River), Bridge #37 (over Angola Creek just west of NC 50) & Bridge #39 (over Moores Creek just east of NC 50).

Work Complete

Brunswick County contract:

SR 1500 (Midway Road) widen, mill & resurface from NC 211 to US 17 Business.

SR 1401 (Galloway Road) widen, mill & resurface from US 17 Business to US 17 Bypass

Estimated Contract Completion Date August 2011

Brunswick, New Hanover & Pender contract:

NC 904 milling & resurfacing from NC 179 to East/West Second Street at Ocean Isle Beach

SR 1331 (Mill Branch Rd) resurfacing from NC 130 to SR 1335 (Big Neck Rd)

SR 1143 (Brick Landing Rd) resurfacing from NC 179 to end of system

US 17 Business (Market Street) milling & resurfacing from 0.206 miles south of SR 2251 (Barclay Hills Drive) at CSX RR tracks to 0.223 miles north of US 74 (MLK Parkway) intersection at the end of the curb & gutter

US 17/US 421 milling & resurfacing from 0.091 miles south of US 74/NC 133 intersection at new pavement joint to 0.208 miles north of I-140 overpass at "new" pavement joint

Wilmington Bypass leveling courses, at various locations: @ bridge approaches, @ CSX RR fly-over, & @ low areas around interchange of US 17 and US 17 Bus.

SR 1175 (Kerr Ave.) resurfacing from NC 132 to 0.14 mile south of Randall Pkwy

SR 1402 (Edgewater Club Rd) resurfacing from SR 1491 (Porter's Neck Rd) to end of system

SR 2127 (Judges Rd) resurfacing from US 17 Bus. to SR 2213 (Albemarle Rd)

SR 2219 (Green Meadows Rd) resurfacing from US 117 Bus. to SR 2281 (Spicewood St)

SR 1002 (Holly Shelter Rd) mill patch from US 117 to Pender Co. line

US 117 resurfacing from New Hanover County line at Northeast Cape Fear River Bridge to 0.30 mile north of NC 210

NC 53 milling & resurfacing from 0.53 miles west of SR 1400 (North/South Smith Street) to 0.03 miles east of US 117 Business in Burgaw

Estimated Contract Completion Date November 18, 2011

If you have any questions, please contact Mr. Patrick Riddle: priddle@ncdot.gov