

**Meeting Minutes**  
**Wilmington Urban Area Metropolitan Planning Organization**  
**Transportation Advisory Committee**  
**Date: May 30, 2012**

**Members Present:**

Laura Padgett, Chairman, City of Wilmington  
Dean Lambeth, Town of Kure Beach  
Jack Batson, Town of Belville  
Pat Batleman, Town of Leland  
Steve Shuttleworth, Town of Carolina Beach  
Bill Sisson, Town of Wrightsville Beach  
Jonathan Barfield, Cape Fear Public Transportation Authority  
Earl Sheridan, City of Wilmington  
David Williams, Pender County  
Mike Alford, NC Board of Transportation

**Staff Present:**

Mike Kozlosky, Executive Director  
Tara Murphy, Associate Transportation Planner  
Suraiya Rashid, Associate Transportation Planner  
Bill McDow, Staff Engineer

**1. Call to Order**

Ms. Padgett called the meeting to order at 4:02 PM.

**2. Approval of Minutes:**

The minutes from the April 25, 2012 meeting were approved unanimously.

**3. Public Comment Period**

Mr. Andy Koeppel addressed members regarding the proposed MPO boundary expansion. He asked members to consider including the Town of Northwest within the proposed WMPO planning area boundary.

**4. Presentations**

**a. NCDOT Merger Process**

(postponed)

**b. Transportation Management Area (TMA's)**

Ms. Jill Stark with the Federal Highway Administration gave a presentation on the new possible Transportation Management Area designation.

**5. Old Business**

**Resolution Adopting the Public Transportation MTIP/STIP Amendments**

Mr. Kozlosky told members the resolution adopting the Public Transportation MTIP/STIP amendments was discussed at the April TAC meeting but no formal action was taken. It is being brought back for consideration by the board.

Mr. Barfield made the motion to adopt the Public Transportation MTIP/STIP amendments. Mr. Sisson seconded the motion and it carried unanimously.

## **6. New Business**

### **a. Opening of the 30-day Public Comment Period for the STIP/MTIP Amendments**

Mr. Kozlosky told members a few additions have been made to the state wide program and a couple modifications within the Division. He noted that the modifications include the delay of the right-turn lane at Oleander Drive and College Road until 2016 as well as some local Division improvements that include rumble strips, guardrail, safety and lighting improvements at selected locations throughout the Division. He said we are required to conduct a 30-day public comment period prior to adoption.

Mr. Williams made the motion to open of the 30-day Public Comment Period for the STIP/MTIP amendments. Mr. Sheridan seconded the motion and it carried unanimously.

Ms. Padgett asked how comments on the amendments can be submitted. Mr. Kozlosky said that the documents are available at the MPO offices. Comments on the amendments will come back to the TAC at the next meeting in August for consideration.

Mr. Sheridan asked how the 30-day Public Comment Period will be advertised. Mr. Kozlosky told members it is advertised through the WMPO website. He noted that it will be advertised per the adopted Public Involvement Plan. STIP/MTIP amendments are also advertised through NCDOT because the items are also on the NC Board of Transportation agenda

Ms. Padgett said she would like to see a response on how we can let people know about these things. It concerns her that you have to go to the MPO or DOT website and people are just not doing that every day.

### **b. Resolution Adopting the Section 5303 Agreement Between the City of Wilmington, Cape Fear Public Transportation Authority and the Wilmington MPO**

Mr. Kozlosky told members that earlier this year the Transportation Advisory Committee endorsed an agreement between the MPO and the Cape Fear Public Transportation Authority to provide 65% of our Section 5303 funding to the Cape Fear Public Transportation Authority. The City of Wilmington serves the lead planning agency for the MPO and was not included as part of that agreement. The resolution amends the agreement by including the City of Wilmington as a participant in the agreement.

Mr. Barfield made a motion to adopt the Section 5303 agreement between the City of Wilmington, Cape Fear Public Transportation Authority and the Wilmington MPO. Mr. Sheridan seconded the motion and it carried unanimously.

### **c. Resolution Supporting the Adopt-A-Trail Grant Application**

Mr. Kozlosky told members the grant application requests funding to prepare an Emergency Management/911 Communication Plan for the Gary Shell Cross-City Trail. He said the idea came from a benchmarking trip to the Swamp Rabbit Trail in Greenville, SC. Their plan included mile-markers stenciled every one-tenth of a mile on the trail that allows users to note where they are located in case of an emergency. The markers provide improved emergency response times along the facility. Mr. Kozlosky noted that staff met with the New Hanover County Emergency Management Systems director and they also support the initiative.

Mr. Sisson made the motion to support the Adopt-A-Trail grant application. Mr. Batson seconded the motion and it carried unanimously.

**d. Resolution Supporting the Blue Cross/Blue Shield Grant Application for UNCW**

Mr. Kozlosky told members the resolution supports UNCW obesity prevention initiative's submittal of the PEDAL Project for policy change, education, planning, promotion, construction, and encouragement of bicycle and pedestrian initiatives in the WMPO planning area. The PEDAL Project will serve Brunswick, New Hanover and Pender counties by increasing access for safe places to walk and bike and will provide a significant benefit to the quality of life for the MPO region. The grant request is in the amount of \$600,000 and no local match is required.

Mr. Batson made the motion to support UNCW's PEDAL Project grant application. Mr. Lambeth seconded the motion and it carried unanimously.

**e. Resolution Adopting the Town of Leland Street Infill Maps**

Mr. Kozlosky told members the Leland Town Council requested that the resolution be brought before the TAC for consideration. NC General Statutes require that comprehensive transportation plans be adopted by both the municipality and the MPO in which it is a member. The Town of Leland adopted the Street Infill Maps at their April 19<sup>th</sup> Town Council meeting. The maps will be used as a prioritization tool for town projects and will serve in the development of a comprehensive collector network in the region.

Mr. Williams made the motion support adoption of the Town of Leland Street Infill Maps. Mr. Sisson seconded the motion and it carried unanimously.

**f. Resolution Adopting the Gary Shell Cross-City Trail Master Plan**

Mr. Kozlosky told members the Gary Shell Cross-City Trail Master Plan provides a framework that includes a public input process, a public demand forecast, and management and operations plans. It also describes the guiding principles and examines the trail's relationship with other existing plans. The plan was adopted by the City of Wilmington and the adoption of the master plan by the TAC will enhance the ability to more effectively direct capital planning and spending, as well as facilitate the application process for grant funds.

Mr. Sheridan made the motion to adopt the Gary Shell Cross-City Trail Master Plan. Mr. Sisson seconded the motion and it carried unanimously.

**7. Discussion**

**a. Wilmington MPO Boundary Expansion**

Mr. Kozlosky told members that staff developed three possible options depicting expansion of the WMPO boundary. As Ms. Stark mentioned in her presentation, we have grown outside the current planning area boundary in Pender County. In all three alternatives, staff is proposing to carry the boundary up US 421, down NC 210 and tie back in to the current boundary line. Staff has worked with the Pender County Planning staff in identifying some larger developments that are anticipated to occur in that area. Staff felt it was important to incorporate those developments into the WMPO transportation planning area in all three of the proposed boundary expansion scenarios.

Mr. Kozlosky told members that staff has developed three alternatives for growing north in Pender County. The map depicting Alternative-3 represents no change in the current MPO boundary other than the expansion to the US421/NC210 area as shown on all the maps. The Alternative-2 map depicts only taking in the urbanized cluster that goes up to and abuts Surf City. Alternative-3 proposes to expand the boundary up to the Onslow County line. If the boundary is expanded to include that area, it would also encompass Topsail Beach and Surf City.

Mr. Kozlosky told member that there are pros and cons to extending the boundary. The MPO only receives the PL funding allocation based on the Urbanized Area population. If the boundary were

expanded to include Surf City and Topsail Beach, we would bring new membership to the board and staff would begin conducting transportation planning into that expanded area. He noted that to include both Surf City and Topsail Beach in the WMPO will require approval from each of their Town Boards. It would also require an amendment to the MOU to add them as voting members of the WMPO.

Mr. Kozlosky told members he met with Mayor Guy from Surf City to determine if they were interested in joining the WMPO. Mayor Guy requested a letter to discuss with the Town Council. Mr. Kozlosky said he wanted to get direction from TAC members regarding boundary expansion before drafting the letter to Mayor Guy and contacting the Mayor of Topsail Beach.

Mr. Williams told members that he has already talked with Mayor Guy about the possibility of joining the WMPO and he also plans to meet with the Mayor of Topsail Beach. He noted that 20 years from now the eastern portion of Pender County will certainly be urban and we need to plan for the future.

Mr. Sisson told members that as a former Planner he agreed that we must plan for the future and it always makes more sense to have a single planning entity rather than multiple entities trying to operate as one. The only downside would be a potential a funding issue and the upside greatly outweighs the downside from the point of view of integrating efforts over the future period of time.

Ms. Padgett said that in speaking on behalf of the City of Wilmington, she has concerns about diluting planning and construction funds if the area is not yet urbanized. Mr. Barfield told members he liked the regional approach to bringing others in but his concern is the distribution of costs between the various communities and also the diluting of voting power.

Ms. Padgett noted that discussions regarding the boundary expansion will continue at the next meeting in June.

### **8. Updates**

Project updates for the Wilmington MPO/City of Wilmington and NCDOT are included in the agenda packet. Mr. Barfield updated members on activities of the Cape Fear Public Transportation Authority.

### **9. Announcements**

### **10. Adjournment**

With no further business, the meeting was adjourned at 5:25 PM

Respectfully submitted  
Mike Kozlosky  
Executive Director  
Wilmington Urban Area Metropolitan Planning Organization

**THE ABOVE MINUTES ARE NOT A VERBATIM RECORD OF THE PROCEEDINGS.  
THE ENTIRE PROCEEDINGS ARE RECORDED ON A COMPACT DISC AS PART OF THIS RECORD.**