

Meeting Minutes  
Wilmington Urban Area Metropolitan Planning Organization  
Bicycle and Pedestrian Advisory Committee  
Date: August 20, 2015

**Members Present:**

Chris O'Keefe, Committee Chairman/NHC Planning and Inspections  
Carol Stein, Pender County  
Al Sharp, City of Wilmington  
Karin Mills, City of Wilmington  
Trey Burke, Town of Navassa  
Joe Boyd, Town of Belville  
Steve Whitney, Brunswick County  
Tom Campbell, Carolina Beach  
Katie Ryan, Wrightsville Beach  
Suraiya Rashid, WMPO  
Matt Hogan, North Carolina Board of Transportation  
Al Schroetel, Cape Fear Cyclists

**Additional Guests:**

John Townsend, New Hanover County Planning  
Adrienne Harrington, UNCW  
Michael Bassano, Cape Fear Cyclist Education Committee

**1. Introductions**

**2. Old Business**

- Cape Fear Transportation 2040 - Ms. Rashid gave a presentation on Cape Fear Transportation 2040 which provided an outline of the plan, background on what a Metropolitan Planning Organization is, the role of the BikePed Committee in the creation of the plan, overview of the plan's BikePed projects, and the adoption and implementation process.

**3. New Business**

- Prioritization 4.0 - Ms. Rashid provided an overview of Prioritization 4.0, emphasizing the submittal stage of the process. The BikePed projects need to be submitted by the Transportation Advisory Committee in October.
- Resolutions submitting Bicycle and Pedestrian Projects for Consideration by NCDOT in Prioritization 4.0. Ms. Rashid discussed the resolution in the agenda packet and the role the federal government takes in funding the projects. Ms. Harrington discussed the "College Road Sidewalk" project. Ms. Rashid discussed how the committee has the option of changing the current resolution's suggested list by exchanging the projects with others within the draft Metropolitan Transportation Plan. Following additional discussion, Ms. Harrington made a motion to proceed in the following manner. Mr. Whitney second the motion and it carried unanimously. The committee will further review the proposed list and contemplate exchanging BP-13 and BP-19 with other projects. Ms. Rashid will send out an email allowing the committee to vote on the finalized suggest list.

- North Carolina Bike Safety Rules Committee – Mr. O’Keefe discussed the legislation enacted by N.C.G.A. House Bill 232, Sessional Law 2015-45, that established a Bike Safety Study Committee, to which Mr. O’Keefe was appointed to. Mr. O’Keefe shared list of items and discussion on how to relate concerns from the area. The North Carolina Bike Safety Rules Committee’s next proposed meeting date is scheduled for September 11<sup>th</sup>.
- Bike Map Distribution – The committee discussed the new bike maps illustrating safe biking routes within the region. There was discussion on the map’s distribution. The suggested action plan is supplying each designated location with 50-100 maps. The designated locations may request additional maps from the WMPO.

#### **4. Announcements**

- Cape Fear Cyclist – Chairman O’Keefe modified the agenda allowing the Cape Fear Cyclist announcement to occur first. Mr. Bassano, a member of the Cape Fear Cyclist Education Committee, discussed their work regarding bicycle safety by highlighting recent events including:
  - A bicycle safety course and helmet fitting held at Empie Park on April 25<sup>th</sup>;
  - During Healthy Kids Day, provided helmets and fittings, along with a bicycle and pedestrian safety course with 50 children in attendance;
  - Held bicycle rodeos on May 5<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup> during Bike to School week;
  - Held Smart Cycling Traffic Skills 101 Course at Northeast Regional Library on June 6<sup>th</sup>. This is an education course that really helps people understand a lot of traffic laws and skills, also is required course to become a league certified instructor;
  - Held a bike rodeo on August 8<sup>th</sup> at Rock-The-Block, health fair and summer festival. Approximately 25 children participated in helmet fittings, bike rodeos, and safety education;
  - Held a bicycle rodeo on August 15<sup>th</sup> at Carolina Beach Police Department, where 150 children participated in helmet fittings, bicycle checks, and a safety bicycle course. Furthermore, over 200 helmets were distributed.
 Mr. Bassano then discussed the storage trailer the Cape Fear Cyclist purchased for hauling equipment for these types of events and the need of sponsors to donate money and resources to assist with advertisement. Mr. Bassano wants to Cape Fear Cyclist to increase their visibility.
- International Walk to School Day – There was an announcement regarding International Walk to School Day being held on October 7<sup>th</sup>.

#### **5. Adjournment**

Meeting was adjourned after announcements.

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.