

**Meeting Minutes**  
**Wilmington Urban Area Metropolitan Planning Organization**  
**Transportation Advisory Committee**  
**Date: April 24, 2013**

**Members Present:**

Laura Padgett, Chair, City of Wilmington  
Dean Lambeth, Town of Kure Beach  
Pat Batleman, Town of Leland  
Bill Sisson, Town of Wrightsville Beach  
Joe Breault, Town of Belville  
Steve Shuttleworth, Town of Carolina Beach  
Frank Williams, Brunswick County  
Eulis Willis, Town of Navassa  
Woody White, New Hanover County  
Jonathan Barfield, Cape Fear Public Transportation Authority

**Staff Present:**

Mike Kozlosky, Executive Director  
Tara Murphy, Associate Transportation Planner  
Suraiya Rashid, Associate Transportation Planner

**1. Call to Order**

Ms. Padgett called the meeting to order at 4:03pm.

**2. Ethics Statement**

Ms. Padgett read the conflict of interest statement and asked if members had any conflicts of interest with respect to the matters on the meeting agenda. There were no conflicts of interest reported.

**3. Approval of Minutes**

The minutes for the February 18, 2013, February 27, 2013 and March 27, 2013 were approved unanimously.

**4. Public Comment Period**

Mr. Andy Koeppel addressed members regarding the resolution requesting that Brunswick County be returned to the Wilmington MSA and the resolution proposing that the study area for the Cape Fear River crossing be amended to include a newly identified option. He asked TAC members to unanimously support the resolution to return Brunswick County to the Wilmington MSA.

Mr. Koeppel also spoke regarding the resolution to request that the NCDOT and NCTA amend the Cape Fear River Crossing Environmental Study Area to include a newly identified viable option to cross the Cape Fear River. He said he was not sure if the resolution means that NCDOT and NCTA are going to start from square-one and forget all the work that has been done thus far, or was there already a viable option that has specifically been identified that has not yet been explored. He noted that perhaps as the committee discusses the resolution, things will become clearer regarding a new viable option.

Mr. Howard Loving addressed members regarding the updating of the Cape Fear Transportation 2040 long-range planning effort. Mr. Loving told members that the Citizen Advisory Committee (CAC) is currently working on the long range transportation plan, known as the Metropolitan Transportation Plan (MTP). He updated members on the development of the plan thus far and invited everyone to participate in the public kick-off event on May 21<sup>st</sup> at the Northeast Library. He noted that he will return periodically to keep members up to date on the plan's progress.

## **5. Old Business**

No items

## **6. New Business**

### **a. Resolution approving the 2012-2013 Unified Planning Work Program Amendment (UPWP)**

Mr. Kozlosky told members the amendment to the 2012-2013 UPWP proposes that \$70,000 be included in the current fiscal year's budget to provide for additional staffing to manage the Surface Transportation Program-Direct Attributable (STP-DA) projects.

Mr. Barfield made the motion to approve the 2012-2013 UPWP amendment. Mr. Sisson seconded the motion and it carried unanimously.

### **b. Resolution Adopting the 2013-2014 Unified Planning Work Program**

Mr. Kozlosky told members the 2013-2014 Unified Planning Work Program is the budget for the upcoming fiscal year. It includes Section 104 FPL funds, Section 5303 funds shared with CFPTA, and STP-DA funding that will be used for the additional staffing in the upcoming fiscal year. The budget will also allow staff to hire a consultant to assist with the development of the MTP. The consultant will develop the environmental and financial elements and some GIS work.

Mr. Breault made the motion to adopt the 2013-2014 Unified Planning Work Program. Mr. Sisson seconded the motion and it carried unanimously.

### **c. Resolution Confirming the Transportation Planning Process**

Mr. Barfield made the motion to approve the resolution confirming the Transportation Planning Process. Mr. Lambeth seconded the motion and it carried unanimously.

### **d. Resolution adopting the STIP/MTIP Amendments (February)**

Mr. Kozlosky told members the amendments to the STIP/MTIP include the funding from the STP-DA program to supplement the UPWP and public transportation amendments for the expansion of four vanpool vans, routine capital, as well as, the routes above and beyond ADA. He noted that staff conducted the 30-day Public Comment Period and did not receive any comments.

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

### **e. Resolution adopting Amendments to the Wilmington MPO Bylaws**

Ms. Padgett told members that the current bylaws do not address creation of sub-committees or workgroups. The amendment to the bylaws will formally outline how the sub-committees are established, as well as the public notification that is required for holding those meetings.

Mr. Williams made the motion to adopt the amendments to the Wilmington MPO Bylaws. Mr. Lambeth seconded the motion and it carried unanimously.

f. **Resolution adopting the Wilmington/New Hanover Comprehensive Greenway Plan**

Mr. Kozlosky told members that Wilmington/New Hanover Comprehensive Greenway Plan was a collective effort between the City of Wilmington, New Hanover County, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach and the Wilmington MPO. The plan lays a foundation and blueprint for a future greenway and blueway system in New Hanover County and the City of Wilmington. It will leverage our limited resources to implement the vision through various partnerships and funding sources. The plan has been adopted by each of the local governing bodies.

Mr. Shuttleworth made the motion to adopt the Wilmington/New Hanover Comprehensive Greenway Plan. Mr. Lambeth seconded the motion and it carried unanimously.

g. **Resolution adopting the Wrightsville Beach Community Transportation Plan**

Mr. Kozlosky told members that the MPO began work on a Community Transportation Plan for the Town of Wrightsville Beach in 2012. Staff evaluated the existing conditions, conducted public outreach efforts and worked with the Town of Wrightsville to identify a plan that will improve transportation facilities for motorist and bicycle/pedestrian facilities. The Wrightsville Beach Board of Aldermen adopted the plan on February 14, 2013 with the caveat that implementation or requested implementation of any part of the plan will be subject to a public hearing and approval by the Board of Aldermen. Mr. Sisson noted that the caveat was added to assuage concerns about the plan implementation.

Ms. Padgett asked Mr. Sisson if their Board considered the request to include public transportation. Mr. Sisson told members that the Mayor has said that he would be willing to bring that up for a public hearing. Mr. Sisson noted that he expects that would come up by July.

Mr. Sisson made the motion to adopt the Wrightsville Beach Community Transportation Plan. Mr. Williams seconded the motion and it carried unanimously.

h. **Resolution supporting the Congestion Management Process (CMP) regional objectives, functional type definitions, and CMP network**

Ms. Rashid gave a presentation on the Congestion Management Process's (CMP) regional objectives, functional type definitions and CMP network. She told members this process is a requirement from the Federal Highway Administration because we are now a Transportation Management Area. The CMP must be adopted by January 2014. The CMP is a systemic approach to look at congestion management in the region. The process is about measuring performance on networks and is data driven.

Ms. Rashid stated that the steering committee's goal was to define the WMPO's CMP network, develop regional objectives and develop functional types for identified corridors. Ms. Batleman noted that the resolution used the term "CMP subcommittee" rather than steering committee. Ms. Rashid said that it should be steering committee and staff will make the change to the resolution.

Ms. Rashid told members that in the development of a base for the regional objectives, the CMP must address all modes and give priority to demand management, system management and operations before accommodating vehicle travel demand. She noted that the basis of the Performance Measures must SMART (Specific, Measurable, Agreed-upon, Realistic, and Time-Bound). There also has to be a direct connection between the goals, objectives and programming of the CMP and Metropolitan Transportation Plan.

Following Ms. Rashid's presentation, Mr. Shuttleworth made the motion to support the Congestion Management Process's regional objectives, functional type definitions and network maps, with the noted correction from Ms. Batleman. Mr. Barfield seconded the motion and it carried unanimously.

**i. Resolution supporting the City of Wilmington Safe Routes to School project in downtown Wilmington**

Mr. Kozlosky told members that NCDOT has identified \$15 million for Safe Routes to School Initiatives across North Carolina. Staff is requesting support for the project in downtown Wilmington. He noted that the Town of Carolina Beach and the Town of Belville are also preparing projects for submittal.

Mr. Sisson made the motion to approve the resolution supporting the City of Wilmington's Safe Routes to School project in downtown Wilmington. Mr. Breault seconded the motion and it carried unanimously.

**j. Resolution supporting the Gary Shell Cross-City Trail sections be considered for designation as a portion of the East Coast Greenway**

Mr. Lambeth made the motion to approve the resolution supporting the Gary Shell Cross-City Trail sections be considered for designation as a portion of the East Coast Greenway. Mr. Barfield seconded the motion and it carried unanimously.

**k. Resolution requesting the NCDOT and NCTA amend the Cape Fear River Crossing Environmental Study Area to include a newly identified viable option to cross the Cape Fear River**

Mr. Kozlosky told members the resolution requesting the inclusion of a newly identified option came from the Town of Leland. He noted that the resolution was supported by the TCC at their last meeting. He distributed a list of considerations and a map he received from URS for the proposed crossing option. Per URS's memorandum, they could screen this analysis as they did the other alternatives. Upon screening, they could then consider whether to enlarge the study area or not. Mr. Kozlosky noted that in his discussions with URS regarding the addition of this newly identified option, they do not believe this would have an impact on the schedule because they have not begun the field work.

Ms. Batleman told members URS is not looking at the right route and they commented about things the Town of Leland did not specify. Mr. Kozlosky said URS provided an analysis based on what they took from the resolution received from the Town of Leland.

Ms. Padgett asked if the green line on the map from URS is correct. Ms. Batleman asked if it was the map sent from the Town of Leland. Ms. Padgett said she only received a copy of the Town's

resolution and it did not include a map from the town. Ms. Batleman said the map from URS is not the representation of the Town's map. The Town's map doesn't cross any power lines. She told members their proposed route comes only 4 miles south of where the boundary is right now. Ms. Batleman noted that the resolution does not specifically spell out the coordinates.

Mr. Frank Williams told members that he intends to support the resolution, URS considerations notwithstanding, and he would encourage TAC members to support it as well. He said he thinks it's important to the people in Brunswick County and especially the Town of Leland to make sure that all options are considered. We're going back to "square-one" in the process anyway; we might as well take advantage of that opportunity to look at other options, especially given that URS said it would not impact the time line.

Mr. Breault told members he would be very interested in hearing NCDOT's take on this because he would like to hear from someone other than URS in terms of the time line. Mr. Kozlosky responded that staff was told that it would not impact the time line.

Ms. Batleman reminded members that the MPO's Mission Statement speaks of collaboration and cooperation for the Wilmington Urban Area. Under the circumstances, why not help the Town of Leland? Why encourage something that's going to divide or bisect the Town? Where's the collaboration and the cooperation aspect of our mission statement?

Ms. Padgett told members that this board should never be seen as taking anything against a particular member or a community that belongs to this board. We have to keep in mind that we're a regional board and our purpose is to get people moving in the region the best we can; but, our member's concerns about roads that impact their communities should be given consideration.

Mr. Frank Williams made the motion to adopt the resolution requesting the NCDOT and NCTA amend the Cape Fear River Crossing Environmental Study Area to include a newly identified viable option to cross the Cape Fear River. Mr. Barfield seconded the motion and it carried unanimously.

**I. Resolution requesting Brunswick County be returned to the Wilmington MSA**

Mr. Barfield made the motion to approve the resolution requesting that Brunswick County be returned to the Wilmington MSA. Mr. Sisson seconded the motion and it carried unanimously.

**m. Opening of 30-day Public Comment Period of STIP/MTIP Amendments (April)**

Mr. Kozlosky told members the amendments include installation of some wayfinding signage for the Freedom Roads and the appropriation of Transportation Alternatives funding for the MPO for fiscal year 2013-2014. NCDOT identified funding for right-of-way and construction in their programming. If the funding for right-of-way is not necessary, then it could be utilized for construction. Staff is requesting to open the 30-day public comment period.

Mr. Lambeth made the motion to open the 30-day Public Comment Period of STIP/MTIP Amendments. Mr. Frank Williams seconded the motion and it carried unanimously.

## **7. Updates**

### **a. Crossing over the Cape Fear River Work Group**

Mr. Kozlosky told members the next meeting of the workgroup will be May 13<sup>th</sup>.

Project updates for the Wilmington MPO/City of Wilmington, CFPTA and NCDOT are included in the agenda packet.

## **9. Announcements**

## **10. Adjournment**

With no further business, the meeting was adjourned at 5:18 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.**