

**Meeting Minutes**  
**Wilmington Urban Area Metropolitan Planning**  
**Organization Board Meeting**  
**Date: July 27, 2016**

**Members Present:**

Gary Doetsch, Town of Carolina Beach  
Frank Williams, Brunswick County  
Pat Batleman, Town of Leland  
Joe Breault, Town of Belville  
Eulis Willis, Town of Navassa  
Neil Anderson, City of Wilmington  
Hank Miller, Town of Wrightsville Beach  
Charlie Rivenbark, City of Wilmington  
Jonathan Barfield, Cape Fear Public Transportation Authority

**Staff Present:**

Mike Kozlosky, Executive Director

**1. Call to Order**

Mr. Doetsch called the meeting to order at 3:02pm.

Mr. Doetsch called for a motion to excuse Mr. Piepmeyer's and Ms. Swearingen's absence from today's meeting. Mr. Rivenbark made that motion and Mr. Williams seconded the motion. The motion carried unanimously.

**2. Conflict of Interest Reminder**

Mr. Doetsch asked if any members had a conflict of interest with any items on the meeting agenda. No members reported having a conflict of interest.

**3. Approval of Agenda**

Ms. Batleman requested to add an item to the meeting agenda under Discussion pertaining to the Cape Fear Memorial Bridge closures. Mr. Kozlosky requested to add a Strategic Business Plan discussion to the agenda.

Mr. Williams made the motion to approve the revised agenda for today's meeting. Mr. Rivenbark seconded the motion and it carried unanimously.

**4. Approval of Minutes**

The minutes for the June 29, 2016 meeting were approved unanimously.

**5. Public Comment Period**

Mr. Andy Koeppel addressed members regarding agenda items 7.a. and b. on the Consent Agenda. Mr. Koeppel told members he would like to advocate for creating a Capital Fund account for the Cape Fear Public Transportation Authority (CFPTA). He suggested that if CFPTA had Capital Funds available, they would have funding in place to address issues that arise rather than having to appeal to local entities for funding needs. Mr. Koeppel said he would like to ask the WMPO staff and the Board to begin discussions with officials from

the City of Wilmington and New Hanover County to establish funding options for creating a Capital Fund account for the Authority.

## **6. Presentation**

### **a. Wilmington Urban Area MPO's New Website, Brittany Strait**

Ms. Strait gave a presentation on the new WMPO website. She reviewed the final updates made to the website since the last meeting. A brief question and answer period followed.

### **b. Wilmington Urban Area MPO's Project Database, Josh Lopez**

Mr. Lopez gave a presentation on the MPO's Project Database. He told members that the database will offer comprehensive, concise information for projects within the Wilmington Urban Area planning boundary. He noted that the database will also allow users to generate project reports. A question and answer period followed.

### **c. Watch for Me , NC Initiative, Adrienne Harrington**

Ms. Harrington gave a presentation on the Watch for Me, NC campaign. She told members that NCDOT began the program in 2012. New Hanover County was approved to participate in the campaign in 2014 and again in 2016. Ms. Harrington noted that this year's campaign focuses on outreach/education and enforcement. A brief question and answer period followed the presentation.

## **7. Consent Agenda**

### **a. Opening of the 30-day public comment period for STIP/MTIP Amendments (July)**

### **b. Resolution supporting additional funding for the Cape Fear Public Transportation Authority in the amount of \$75,000**

### **c. Resolution supporting an amendment to the FY 2017 UPWP for the Cape Fear Public Transportation Authority Short Range Transit Plan**

Mr. Williams made the motion to approve consent agenda. Mr. Breault seconded the motion and it carried unanimously.

## **8. Discussion**

### **a. Surface Transportation Block Grant Program (STBGP) modal targets**

Mr. Lowe told members that the "FAST Act" was passed and the STP-DA and the TAP-DA programs were combined into one program at the Federal level. The new program is the Surface Transportation Block Grant Program (STBGP). He noted that there is nothing effectively changing with the program.

Mr. Kozlosky told members that initially staff thought the STP-DA and TAP-DA programs were going to be combined into STBGP; however, it has been confirmed that NCDOT will still do two separate programs which will be the Surface Transportation Block Grant Program and the Transportation Alternative Set Aside Program. He noted that staff is proposing to continue business as usual in allocating the modal targets. If the Board supports continuing the current modal target allocations, staff will bring the submittal guide and competitive process to the next meeting for consideration.

Consensus of the Board was to support staff's recommendation to let the modal target allocations remain as they are currently.

**b. Bike Share Program**

Ms. Harrington told members that staff is seeking direction regarding the possibility of establishing a bike share program in region. Mr. Kozlosky explained that the reason staff is bringing this item to the Board is that UNCW will be signing a contract with the Gotcha Bikes to operate a bike share program on their campus. If the Board is interested in establishing a bike share program within any of the member jurisdictions, a feasibility planning study would be the first step to begin the process. Mr. Kozlosky suggested inviting Gotcha Bikes to make a presentation to members on how a bike share program will operate at the University and how it may be used in other areas within the region.

A question/answer and discussion period followed. Members express concerns regarding costs that may be associated with a bike share program and how the program operates.

Consensus of the members was to invite Gotcha Bikes to make a presentation to the Board.

**c. Cape Fear Memorial Bridge Closures (added to the agenda)**

Ms. Batleman told members that the last unannounced lane closure on the Cape Fear Memorial Bridge resulted in a massive traffic tie-up. She said she thinks it's time to start talking about replacement of the bridge. The closures to address maintenance issues are creating a serious situation. Mr. Williams said he has not been receiving notices lately regarding bridge closures.

Mr. Kozlosky told members that he contacted Karen Collette, the Division Engineer about the closures and the lack of notification. She explained that the last closure was scheduled by Raleigh and the Division was not even notified ahead of time. Ms. Collette told the MPO staff that beginning next year, routine maintenance closures will not be scheduled between Memorial Day and Labor Day unless it is an emergency situation.

Mr. Breault suggested that all closures should take place at night rather than during peak travel time. Mr. Williams asked if there is anything the Board can do to support Ms. Collette's efforts regarding bridge closures. Mr. Kozlosky suggested that staff draft a resolution for consideration expressing the Board's concerns and desires regarding the bridge closures and to support of Ms. Collette's request to not schedule routine maintenance closures between Memorial Day and Labor Day. Consensus of the members was for staff to draft the resolution and bring it back for consideration at the next meeting.

**d. WMPO Strategic Business Plan PEST Analysis (added to the agenda)**

Mr. Kozlosky told members that staff continues to work to complete the PEST analysis. He distributed copies of the analysis from staff and asked members to provide comments and additional items by August 5<sup>th</sup>. He noted that once comments are received, staff will take the information and examine the opportunities and threats and then develop the strategies for the Board's review.

**9. Updates**

Project updates for the Crossing over the Cape Fear River Work Group, Wilmington MPO, Rail Re-alignment Task Force, CFPTA. NCDOT Division and NCDOT Planning Branch are included in the agenda packet.

**10. Adjournment**

With no further business, the meeting was adjourned at 4:11pm

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.**