

**Meeting Minutes**  
**Wilmington Urban Area Metropolitan Planning**  
**Organization Board Meeting**  
**Date: January 25, 2017**

**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  
Hank Miller, Town of Wrightsville Beach  
David Piepmeyer, Pender County  
Robby Collins, NCDOT Board of Transportation  
Jonathan Barfield, Cape Fear Public Transportation Authority

**Others Present:**

Mike Kozlosky, Executive Director, WMPO  
Karen Colette, Division Engineer, NCDOT

**1. Call to Order**

Mr. Doetsch called the meeting to order at 3:00pm.

**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 Board Member Excused Absence**

Mr. Doetsch told members that Mr. Watkins and Mr. Rivenbark submitted a request to be excused from today's meeting.

Mr. Piepmeyer made the motion to excuse Mr. Watkins and Mr. Rivenbark absence from the meeting. Mr. Miller seconded the motion and it carried unanimously.

**4. Approval of Agenda**

With no requested changes to the agenda, Mr. Williams made the motion to approve the agenda. Ms. Batleman seconded the motion and it carried unanimously.

**5. Election of Officers**

Mr. Doetsch opened to floor for nominations for Chair.

Ms. Batleman nominated Mr. Doetsch for Chair. Mr. Miller seconded the nomination. With no other nominations, Mr. Williams moved that the nominations be closed. Mr. Miller seconded the motion. Mr. Doetsch was elected Chair by a unanimous vote.

Mr. Doetsch opened the floor for nominations for Vice-chair.

Mr. Williams nominated Mr. Piepmeyer for Vice-chair. Ms. Batleman seconded the nomination. With no other nominations, Mr. Williams moved that the nominations be closed. Mr. Willis seconded the motion. Mr. Piepmeyer was elected Vice-chair by a unanimous vote.

## **6. Approval of Minutes**

The minutes for the November 30, 2016 meeting were approved unanimously.

## **7. Public Comment Period**

Ms. Lidia Mincey spoke to members regarding medians in the residential section of Market Street. She noted that she lives in the residential area of Market Street between 17<sup>th</sup> Street and 23<sup>rd</sup> Street. Ms. Mincey told members that she met with Mr. Kozlosky to discuss the need for medians. She said in that discussion she learned that the implementation of the Independence Boulevard extension to Martin Luther King, Jr. Parkway will be the first step to getting medians in the residential section on Market Street. She said she wanted to let members know she supports the Independence Boulevard extension and would request that members move the project forward should funds become available.

## **8. Presentations**

### **a. Wilmington Rail Re-alignment Feasibility Study Update, Laura Padgett, Chair of the Mayor's Task Force for the Rail Re-alignment**

Ms. Padgett gave a presentation on the Wilmington Rail Re-alignment Feasibility Study. She reviewed the maps that can be found on the City of Wilmington's web-site and talked about the purpose/need to relocate the rail line. Ms. Padgett told members that the consultants anticipate completing the study by the end of March 2017. She told members that the rail committee will be holding a public hearing on January 30<sup>th</sup> at the Leland Town Hall. She noted that the formal public outreach program will be held the last week in February. Ms. Padgett opened to floor for questions.

Mr. Williams told members that as a members of the Rail Taskforce, he would encourage members to ask questions and keep an open mind until the study process is complete. The study will determine if this project will be feasible.

Mr. Breault expressed his concerns regarding the project costs and its environmental impacts. Ms. Padgett assured members that those concerns will be addressed as part of the study.

### **b. NCDOT Project Cost Sharing Process, David Leonard, NCDOT**

Mr. Kozlosky told members he invited Mr. Leonard to give a presentation to the Board because the State has a number of projects across the Division right now where there is the possibility of partnering and cost sharing for bicycle and pedestrian improvements. He said the Market Street median project offers an opportunity for the City of Wilmington to partner with NCDOT to improve the aesthetics of the median and also cost share for sidewalks. In the County there is also that opportunity with Market Street and a multi-use path. Mr. Kozlosky stated that he wanted to bring this information to the Board's attention so members can consider this possibility as part of their budget development process.

Mr. David Leonard gave a presentation on accommodating bike/pedestrian improvements on NCDOT projects and cost sharing that would go along with the State's policy. A brief question and answer period followed.

**c. Wilmington Urban Area MPO Annual Report, Suraiya Motsinger, WMPO**

Ms. Motsinger gave a presentation on the WMPO Annual Report. She reviewed the information found in the report. Ms. Motsinger also spoke about WMPO branding efforts by staff.

**9. Consent Agenda**

- a. Opening of the 30-day public comment for the Wilmington Urban Area MPO's STIP/MTIP Amendments (January)**
- b. Resolution adopting the Revised Wilmington Urban Area MPO Public Participation Policy**
- c. Resolution adopting the Cape Fear Public Transportation Authority's Locally Coordinated Public Transportation Plan**
- d. Resolution adopting the Town of Leland Pedestrian Plan**
- e. Resolution supporting Pedestrian Safety Improvements on US 421 (Carolina Beach Road) near Monkey Junction**
- f. Resolution adopting the Wilmington Urban Area MPO's 2017 Legislative Agenda**
- g. Resolution supporting the re-allocation of funds from the Navassa Main Street Bike Lane Project to the Navassa Park Multi-use Project**
- h. Resolution requesting the removal of the STP-DA funding for the Navassa Main Street Bike lanes project from the State/Metropolitan Transportation Improvement Program**
- i. Resolution supporting a project scope modification for the Navassa Park Multi-use Project**

Ms. Batleman made the motion to approve the consent agenda. Mr. Willis seconded the motion and it carried unanimously.

**10. Regular Agenda**

- a. Resolution Re-establishing the Wilmington Urban Area MPO's Citizen Advisory Committee**  
Mr. Williams made the motion to re-establish the Wilmington Urban Area MPO's Citizen Advisory Committee. Ms. Batleman seconded the motion and it carried unanimously.
- b. Resolution approving the 2017 Surface Transportation Block Grant Program-Direct Attributable and Transportation Alternatives Set Aside – Direct Attributable Allocations**  
Mr. Lowe told members that a call for projects for the 2017 Surface Transportation Block Grant Program-Direct Attributable (STBGP-DA) and Transportation Alternatives Set Aside – Direct Attributable (TASA-DA) funds was held in the fall of 2016. The selection committee met and formulated recommendations for the Board's review. Mr. Lowe stated that the two programs together have a total amount of \$2.8 million to award for projects. The committee received 4 applications requesting a total of \$1.3 for projects between the 4 applications, leaving a remainder of \$1.5 million that will remain available.

Mr. Lowe told members the committee received applications from Town of Belville for the Rice Hope Connection Multi-Use Path, the City of Wilmington for installation of Emergency Vehicle Traffic Signal Pre-emption at 27 locations and the Cape Fear Public Transportation Authority for STBGP-DA funds

and one application from the Town of Belville for the Belville Elementary Multi-Use Path Project for TASA-DA funds. Mr. Lowe told members that the committee recommended awarding funds to each of the projects submitted.

Mr. Kozlosky noted that if the requested DA funds are awarded, it will leave funding on the table for consideration. He suggested that staff bring a proposal to the February meeting listing potential options to expend those funds.

Mr. Williams made the motion to approve the resolution awarding the STBGP-DA and TASA-DA funds as recommended and authorize staff to come back with proposals for expending the remaining DA funds. Ms. Batleman seconded the motion and it carried unanimously.

**c. Resolution amending the Cape Fear Transportation 2040 Plan**

Mr. Kozlosky told members that by choosing to approve the STBGP-DA and TASA-DA allocations in the previous resolution, it will require amending the Cape Fear Transportation 2040 Plan to some of the project.

Mr. Miller made the motion to amend the Cape Fear Transportation 2040 Plan. Mr. Willis seconded the motion and it carried unanimously.

**11. Discussion**

**a. Hampstead Bypass Road Routing/Numbering**

Mr. Kozlosky told members that a few months ago staff was requested to provide information on the future route numbering of the Hampstead Bypass. With that in mind, staff invited Mr. Kevin Lacy, State Traffic Engineer to give an overview on the topic.

Mr. Lacy reviewed the route numbering process used by the Department. He explained that not all decisions made regarding route numbering are made in North Carolina. NC routes and secondary routes are the Departments responsibility, however US routes and Interstate routes must be approved by the Federal Highway Administration.

Mr. Lacy told members the Department envisions that the new Hampstead Bypass will be designated as US Highway 17. He noted that there are a couple options to consider. Once the new bypass is built, the Department can move the parent-route onto the new route and the old route can be designated as a business-route. They could also keep US 17 on the current route and call the new route a bypass.

Mr. Piepmeyer said he will discuss the different options with the Pender County Commissioners and they will invite public input regarding the options for naming the new highway.

Follow a brief question/answer period, Mr. Lacy reminded members that they can contact the Department with any concerns.

**b. 2016-2025 STIP/MTIP Modifications (January)**

Mr. Kozlosky told members this item is for information purposes only and staff will be bringing it back to the next meeting for consideration.

**c. Draft 2018-2027 STIP/MTIP**

Mr. Kozlosky told members that there were several projects in the 2018-2027 STIP/MTIP that were accelerated/delayed or added/deleted. A 30-day public comment will be required. He noted that staff will bring this back to the Board for consideration around June.

**d. Wilmington Urban Area MPO's Draft FY 2018 Unified Planning Work Program**

Mr. Kozlosky told members that staff prepared a memo that identifies some of the pressures that staff will be facing in the next year. They range from development review and the number of long-range planning studies that are underway or on the horizon. Data collection requests have also increased and there are also 20 active STBGP-DA and TASA-DA projects underway. Staff has prepared 3 scenarios for consideration by the Board in preparing next year's budget.

He reviewed the different scenarios. He noted that the TCC recommended the third scenario which is to fund the MTP carryover and an additional full-time employee. Ms. Motsinger reviewed the duties that the new employee would perform. She noted that the position will revolve around the data needs necessary going forward with the WMPO's organizational improvements.

Following a brief question/answer period, consensus of the Board was to support the recommendation from the TCC.

Mr. Kozlosky told members that staff will include the recommendation in the UPWP and bring it to the Board at the February meeting to open the public comment period.

**e. WMPO Strategic Business Plan Draft Objectives and Strategies**

Mr. Kozlosky told members that staff revised the objectives and strategies in the Strategic Business Plan to include the Board's suggestions from the November meeting. He reminded members that the list is not in priority order. Staff is seeking support for the plan.

Mr. Williams told members he reviewed the objectives and strategies and would suggest including an introductory paragraph at the beginning that also lists the targets. He also suggested that anything relating the Map Act should recognize private property owner's rights. Mr. Williams stated the rail re-alignment target should note that all the objectives after the first are contingent on the feasibility study.

Consensus of the Board was to support the Strategic Business Plan's Draft Objectives and Strategies with Mr. Williams suggested changes.

Mr. Kozlosky said staff will bring the revised document that includes Mr. Williams' suggestions to the Board for consideration at the February meeting.

**12. Updates**

Updates are included in the agenda packet.

**13. Adjournment**

With no further business, the meeting was adjourned at 4:30pm

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.**