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WMPO Bicycle and Pedestrian Advisory Committee Meeting Agenda

TO: WMPO Bicycle and Pedestrian Advisory Committee Members
FROM: Abby Lorenzo, Transportation Planner
DATE: January 3, 2018
SUBJECT: January 9, 2018 Meeting

A meeting of the WMPO Bicycle and Pedestrian Advisory Committee will take place on Tuesday, January 9, 2018 at 3pm. The meeting will be held on the 6th floor in Room 611 at 320 Chestnut St. The following is the agenda for the meeting:

- Introductions
- Public Comment Period
- Approval of minutes from November 14, 2017
- Election of 2018 Officers
- New Business
 - WMPO Bike/Ped Committee 2018 Work Plan
 - WMPO Bike/Ped Committee 2018 Calendar
 - River to Sea Bike Ride & Bike to Work Week Presentations
 - River to Sea Bike Ride & Bike to Work Week Subcommittee Assignments
- Old Business
 - Bike Parking Policy Analysis - Update
- Discussion
 - Follow-up of Heide Trask Drawbridge Safety Meeting With NCDOT
- Announcements
 - Cape Fear Cyclists
 - WMPO Technical Coordinating Committee,
 - WMPO Board Meeting,
- Next Meeting
 - February 13, 2018 at 3PM

Wilmington Urban Area Metropolitan Planning Organization

-
- Adjournment

Attachments:

- November 14, 2017 Meeting Minutes
- 2018 WMPO Bike/Ped Committee Meeting Dates
- Draft 2018 WMPO Bike/Ped Committee Work Plan
- December Project Updates

Meeting Minutes
Wilmington Urban Area Metropolitan Planning Organization
Bicycle and Pedestrian Advisory Committee
Date: November 11, 2017

Members Present:

Athina Williams, Town of Belville
John Carter, Town of Leland
Shawn Spencer, New Hanover County
Matt Hogan, NCBOT
Stephen Whitney, Brunswick County
Al Schroetel, Cape Fear Cyclists
Carol Stein, Pender County
Adrienne Harrington, TDM
Nick Cannon, UNCW
Adam Brown
Abby Lorenzo, WMPO

Additional Guests:

Zoe Leonard, WMPO

1. Call to order

A. Harrington called the meeting to order at 3:01pm.

2. Public comment period

There were no public comments.

3. Approval of minutes from October 17, 2017 meeting

S. Whitney requested an amendment to the minutes to reflect a question asked at the meeting about why there were no pedestrian infrastructure improvements at the intersection of US 17 & Ploof Rd. S. Whitney then made a motion to approve the minutes as amended, and it was seconded by C. Stein. All were in favor.

4. New Business

- Zoe Leonard, WMPO, gave a presentation on the results of the 2017 Commuter Challenge. Notable highlights include 428 participants, 37,389 lbs of CO2 saved, and 63,035 miles traveled. J. Carter offered suggestions for further promoting the event next year. A. Harrington informed the committee that Go Coast is also working on its social media outreach.
- A. Harrington gave an update on the Bike Share RFP. The RFP closes 11/15. A. Harrington asked for volunteers to sit on a review committee for all RFP's received.
- A. Harrington gave an update on the bike parking policy analysis. Z. Leonard has researched bike parking regulations in member jurisdictions. There are no mandatory requirements, mostly "shall" language. A. Harrington requested further direction from the Board for moving forward, as well as proposed a summary memo of the analysis findings. S. Spencer recommended a

model policy be prepared and sent to member jurisdictions with the recommendation for adoption into local development codes. C. Stein also recommended identifying where bicycle parking needs are for when future funding becomes available. The Board determined the following deliverables: creation of a model bike parking ordinance; creation of a geographical reference for prioritizing bike rack parking needs. Staff will bring this discussion back to December meeting.

5. Discussion

- A. Harrington discussed safety concerns from the Ironman race. There were multiple bicyclists injured on the Heide Trask Bridge. See attached notes from email chain between NCDOT Chad Kimes and others. C. Stein recommended if nothing else that mats must be put down. There needs to be communication with race organizers in advance. S. Spencer, previous organizer of the race, utilized Astroturf. C. Stein suggests making mats a requirement of the permit for the race from Wrightsville Beach. Staff will report back in January.
- The 2018 Bike and Pedestrian Advisory Committee meeting schedule is to be adopted at the December meeting.
- N. Cannon asked for an update on the portion of Cross City Trail currently under construction. A. Harrington explained that it is part of the Kerr Ave widening project which is currently listed at 52.7% complete.

6. Announcements

- A. Schroter gave an update for Cape Fear Cyclists:
 - River Rd to be closed until spring due to bridge replacement. Will be an improvement for bicyclists.
 - Daniel Fetner 10/21 Memorial Ride was successful. 80 people were in attendance at the even held at Carolina Beach State Park.
- C. Stein announced that NCDOT has an RFP out for helmet grants.

7. Next Meeting

- December 12, 2017

8. Adjournment

S. Whitney moved to adjourn the meeting, seconded by S. Spencer. All in favor and meeting adjourned at 4:25pm

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.



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TO: WMPO BikePed Committee Members
FROM: Adrienne Harrington, Transportation Planner
DATE: November 14, 2017
SUBJECT: 2018 WMPO Bicycle and Pedestrian Committee Meeting Calendar

2018 Bicycle and Pedestrian Advisory Committee Calendar
9-Jan
13-Feb
March - No monthly meeting Subcommittee Meetings - TBD
10-Apr
May - No monthly meeting Bike Month Events
12-Jun
July – No monthly meeting
14-Aug
11-Sep
9-Oct
13-Nov
11-Dec

Meetings will be held from 3:00pm - 4:30pm on the dates above.

Wilmington Urban Area Metropolitan Planning Organization

City of Wilmington • Town of Carolina Beach • Town of Kure Beach • Town of Wrightsville Beach
County of New Hanover • Town of Belville • Town of Leland • Town of Navassa • County of Brunswick
County of Pender • Cape Fear Public Transportation Authority • North Carolina Department of Transportation



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MEMORANDUM

To: Bicycle and Pedestrian Advisory Committee
From: Abby Lorenzo, Associate Transportation Planner
Date: January 5, 2018
Subject: WMPO Bicycle and Pedestrian Advisory Committee 2018 Work Plan

The Bicycle and Pedestrian Advisory Committee is responsible for providing the WMPO Board with recommendations with regard to bicycle and pedestrian accommodations. The following work plan outlines a draft of the tasks the committee will undertake during 2018.

January	<ul style="list-style-type: none">• Election of Officers• 2018 Calendar review and adoption• 2018 Work Plan review and adoption (?)• R2SBR & B2WW Presentations• R2SBR & B2WW Subcommittee assignments
February	<ul style="list-style-type: none">• Bicycle parking geographical representation of needs solicitation discussion• Bicycle parking policy model ordinance review
March	No BPAC meeting – Subcommittee meetings TBD
April	<ul style="list-style-type: none">• DA Program application and project process presentation• Final deliverables from bike parking discussions and BPAC direction• MTP process review<ul style="list-style-type: none">○ Draft project goals and objectives
May	No BPAC meeting – River to Sea and Bike to Work Week participation encouraged!
June	<ul style="list-style-type: none">• River to Sea recap• Bike to Work Week recap• Review public input data analysis and begin to draft bike/ped project list for MTP

Wilmington Urban Area Metropolitan Planning Organization

July	No BPAC meeting
August	<ul style="list-style-type: none">• Continuation of draft bike/ped project list for MTP
September	<ul style="list-style-type: none">• Finalize bike/ped project list for MTP
October	<ul style="list-style-type: none">• Discussion on bike/ped project criteria for scoring
November	<ul style="list-style-type: none">• Draft/review project criteria for scoring• 2019 Work Plan and Calendar preparation• Election of officers for 2019
December	<ul style="list-style-type: none">• Finalize draft project criteria• 2019 Calendar review and approval• 2019 Work Plan review and approval

The committee is encouraged to suggest additional topics or activities for the committee to pursue over the course of the year. Staff will make adjustments to the above work plan to accommodate additional requests by the committee.

WILMINGTON MPO
TRANSPORTATION PLANNING
JANUARY 2018

LELAND STREET DESIGN STANDARDS MANUAL

Project Description/Scope: The Town of Leland is partnering with the Wilmington Urban Area MPO to utilize consultant services for the development of street design guidelines. These guidelines will guide new development towards the construction of streets that better align with the town's values in terms of connectivity, multi-modal activity, maintenance, design, and safety. The Leland Street Design Guidelines will include the provision of conceptual tables/graphics which will more easily convey the impact of standards on the physical landscape to the public and elected officials. Staff from the MPO and Town continue to work on the development of these standards.

Next Steps:

- Consultant submit the final draft typical cross-sections for inclusion in the draft Street Design Guidelines
- Consultant submit the final draft Leland Street Design Guidelines
- Present draft Leland Street Design Guidelines to Town Council for review and comment
- A public workshop will be held on December 4th to review the draft materials.

NORTHEAST NEW HANOVER COUNTY FUTURE STREET PLAN

Project Description/Scope: New Hanover County and the Wilmington Urban Area MPO are partnering to develop a Future Street Plan for Northeastern New Hanover County. This plan will serve as a framework for a future street system in the study area by examining how well the existing transportation system performs, developing multi-modal street design guidelines, and creating strategies for integrating land use and transportation development.

Next Steps:

- Finalize Draft Plan
- Present information to New Hanover County Planning Board and Board of Commissioners

SITE DEVELOPMENT REVIEW

Project Descriptions/Scope: The Wilmington Urban Area MPO assists with site development and transportation impact analysis review for the MPO's member jurisdictions. During the last month, staff has reviewed the following development proposals:

- New Hanover County Development Plan Reviews: 3 reviews
- New Hanover County Informal Plan Reviews: 3 reviews
- New Hanover Concept Reviews: 1 reviews
- Town of Leland Formal Reviews: 3 reviews
- Town of Leland Informal Reviews: 0 reviews
- Town of Carolina Beach Formal Reviews: 0 reviews
- Town of Carolina Beach Informal Reviews: 0 reviews
- Brunswick County Formal Plan Reviews: 0 reviews
- Brunswick County Informal Plan Reviews: 0 reviews
- TIA Reviews: 15 total (New Hanover County 5, City of Wilmington 8, Carolina Beach 0, Leland 0, Navassa 1, and Pender County 1) new 4 and ongoing 11

- Pender County Development Plan Reviews: 11 reviews
- Pender County Informal Plan Reviews: 2 reviews
- Pender County Concept Reviews: 0 reviews
- City of Wilmington Formal Reviews: 46 (14 new, 32 on-going)
- City of Wilmington Informal Reviews: 29 (4 new, 25 on-going)
- City of Wilmington Concept Reviews: 20 (17 new concept reviews-3 on-going concept)
- COW Project Releases: 10 Full releases

STBGP-DA/TASA-DA FY 2013, 2014 and 2015 Project Status
STBGP-DA

U-5534B - CITY OF WILMINGTON- HEIDI TRASK DRAWBRIDGE

Project Descriptions/Scope: This project consists of construction of a public walkway/pier underneath the Heidi Trask Drawbridge to provide for a safe crossing for cyclists and pedestrians across US 74 (Wrightsville Avenue) on the mainland side of the drawbridge in Wilmington.

Project Status and Next Steps:

- Construction contract awarded to Intercoastal Marine, LLC
- Additional funds approved by the City on September 5th.
- Contractor is ordering materials. Work will begin as soon as material is delivered.

U-5534C - WRIGHTSVILLE AVENUE/GREENVILLE AVENUE TO HINTON AVENUE

Project Descriptions/Scope: The project is for construction of intersection re-alignment improvements at the intersection of Wrightsville Avenue/Greenville Avenue and bike lanes and sidewalks along Greenville Avenue from Wrightsville Avenue to Hinton Avenue.

Project Status and Next Steps:

- 100% plan comments sent back to Engineer
- Specifications comments sent back to Engineer
- Anticipate R/W acquisition completed December 2017
- Bidding anticipated in January 2018

U-5534D - TOWN OF LELAND - OLD FAYETTEVILLE ROAD MUP

Project Descriptions/Scope: This project is for design and construction of a ten foot (10') wide multi use path, separate but adjacent to Old Fayetteville Road, beginning at or around the corner of the Leland Town Hall Campus and ending at the driveway of the North Brunswick High School.

Project Status and Next Steps:

- Revised 75 % plans/ROW plans and project schedule submitted to NCDOT on October 26, 2017
- The Town has submitted a resolution for a 20% match of additional funding
- NCDOT to determine project ownership
- Construction contract let is anticipated June 20, 2018

U-5534E - TOWN OF CAROLINA BEACH - ISLAND GREENWAY AND HARPER AVENUE BIKE LANES

Project Descriptions/Scope: This project is for the design and construction of an off-road multi-use path that begins at Mike Chappell Park and winds along the existing cleared fire path and terminates at Alabama Avenue and the Harper Avenue bike lanes will consist of a bicycle boulevard on existing

pavement on each side of Harper Avenue from Dow Road to Lake Park Boulevard. The Town desires to combine the project with the awarded 2014 STP-DA project. Contract documents have been approved and are being finalized for advertisement. Initial funding has been approved by the Board and FHWA.

Project Status and Next Steps:

- Bid Opening was held September 28, 2017. Bids currently under review.
- The Town is working toward December Board of Transportation meeting for award of additional funds.

U-5534F – CITY OF WILMINGTON – PARK AVENUE MUP – PHASE II

Project Descriptions/Scope: This project is for the design and construction of an off-road multi-use path between Audubon Boulevard and Kerr Avenue. The right of Way certification was received November 2, 2016.

Project Status and Next Steps:

- Plans and Technical specs have been submitted to NCDOT for approval
- The City has received the proposed Supplemental Agreement from NCDOT for \$240,000
- The City is preparing the Council package for approval of the Supplemental agreement during the December Council Meeting.
- Anticipated Let Date: To be determined once bid package approved

U-5534S (Formerly U-5534M)- Coral Drive Sidewalks

Project Descriptions/Scope: The construction of sidewalks along Coral Drive will install approximately 954 feet of 5 foot wide sidewalk on Coral Drive adjacent to Wrightsville Beach Elementary. The Town hired SEPI to complete the design.

Project Status and Next Steps:

- 65% plans received by Town – to be submitted to NCDOT for comment
- Anticipated Let Date: Summer 2018

U-5534H – HINTON AVE MULTI-USE PATH

Project Descriptions/Scope: This project consists of the construction of a 10' wide multi-use path along Hinton Avenue from Park Avenue to Greenville Avenue.

Project Status and Next Steps:

- The City has provided the executed revised scope and amendment to McKim & Creed.
- According to previous discussions with MCE, Revised 90% plans anticipated within 5 days following the execution of the amendment.
- Anticipated Let Date of Fall 2018

U-5534G –HOOKER ROAD MULTI-USE PATH

Project Descriptions/Scope: The project consist of the construction of a 10' wide multi-use path along Hooker Road from Wrightsville Avenue to Mallard Drive/Rose Ave intersection

Project Status and Next Steps:

- The City has provided the executed revised scope and amendment to McKim & Creed.
- According to previous discussions with MCE, Revised 90% plans anticipated within 5 days following the execution of the amendment.

- Anticipated Let Date of Fall 2018

U-5534K –LELAND MIDDLE SCHOOL SIDEWALK

Project Descriptions/Scope: The construction of 5 foot wide concrete sidewalk adjacent to Old Fayetteville Road from Ricefield Branch Rd to the US Hwy 74/76 overpass after Glendale Drive with connections to Leland Middle School and the surrounding neighborhoods.

Project Status and Next Steps:

- The Town is currently reviewing the revised 90% drawings, which will be resubmitted to NCDOT.
- Right of way Certification-TBD
- Encroachment agreement needed once right-of-way finalized
- Let date will be delayed to match up with “J” project.

U-5534J –OLD FAYETTEVILLE LOOP ROAD PEDESTRIAN LOOP

Project Descriptions/Scope: The construction of 5 foot wide sidewalks in three locations: along Village Road from Town Hall Drive going southeast to the existing sidewalk in front of the apartment complex, along Town Hall Drive from Village Road NE to the sidewalk currently under construction by the new Town Hall, and along Old Fayetteville Road from the existing sidewalk in front of the apartment complex to Village Road NE.

Project Status and Next Steps:

- The Leland Town Council approved a scope change at their July meeting
- The Town is currently reviewing revised 90% drawings, which will be resubmitted to NCDOT.
- Right of way acquisition underway

U-5534I –VILLAGE ROAD MULTI-USE PATH EXTENSION

Project Descriptions/Scope: The construction of a 10 foot wide asphalt multi-use path routed across Perry Ave, behind the library, out to Village Road, down Village Road ending on the western edge of the First Baptist Church property before the Sturgeon Creek Bridge.

Project Status and Next Steps:

- The Town is currently reviewing revised 90% drawings
- Right of way acquisition underway
- Right of way Certification- TBD
- Encroachment agreement needed once right-of-way finalized
- Let date will be delayed to match up with “J” project.

SHIPYARD BOULEVARD SIDEWALK

Project Description/Scope: The construction of a sidewalk and bus pull-out along Shipyard Boulevard between Vance Street and Rutledge Drive. This will be a partnership between the City of Wilmington, Cape Fear Public Transportation Authority and Wilmington MPO.

Project Status and Next Steps:

- 90% design plans - comments submitted to LJB
- CFPUA comments submitted to LJB
- Next submittal to include specs and revised estimate
- Design completion anticipated November 2017

U-5534O Cape Fear Blvd Multi-Use Path

Project Description/Scope: The construction of approximately 3200 linear feet of 10' wide paved off-road Multi-use Path along the south side of Cape Fear Blvd. from 6th Street to Dow Road.

Project Status and Next Steps:

- 100% Plans and Engineer's Estimate have been approved by NCDOT
- Finalized contract documents and estimates submitted to NCDOT
- Anticipated let date November/ December 2017

U-5534Q –S. College/Holly Tree Crosswalks

Project Description/Scope: The project will install sidewalk, ADA ramps, curb and gutter, markings and traffic signal revisions required to install actuated pedestrian crossings of S. College Road and crossings on Holly Tree Road.

Project Status and Next Steps:

- The City will provide additional survey regarding the drainage conflicts – survey update 95% complete
- Consultant is providing a revised design scope and schedule based on the drainage issues identified in the 25% plans – once revised survey is complete
- 25 % plans have been submitted to NCDOT for review – comments received, designer correcting
- The City will revise schedule upon outcome of survey issue

U-5534T – Traffic Signal Preemption

Project Description/Scope: This project will install traffic pre-emption equipment at 27 locations throughout the City of Wilmington and GPS devices on fire apparatus.

Project Status and Next Steps:

- Davenport Engineering manhour estimate has been approved.
- Design to begin

U-5534U – Navassa Park Multi-Use Path

Project Description/Scope: This project will construct bike lanes on both sides of Brooklyn Street, a multi-use path connecting Brooklyn Street to the Navassa Park, and a multi-use path through the Navassa Park forming a loop within the park.

Project Status and Next Steps:

- Scoping meeting held with NCDOT
- The Town is working on a Letter of Interest (LOI)

TASA-DA

U-5527B CITY OF WILMINGTON – 5th AVE INTERSECTION UPGRADES

Project Descriptions/Scope: This project is for the construction of high visibility crosswalks, curb ramps, and pedestrian activated signals on 5th Ave at the Dawson Street and Wooster Street intersections.

Project Status and Next Steps:

- A supplemental agreement between NCDOT and City is required for the additional funding. The agreement was approved by the Wilmington City Council on September 5, 2017. The supplemental agreement is on the December Board of Transportation agenda.

- Anticipated Let Date: December 2017

U-5527C NEW HANOVER COUNTY – MIDDLE SOUND GREENWAY – EXTENSION TO MIDDLE SOUND VILLAGE

Project Descriptions/Scope: This project is for the construction of a multi-use path along Middle Sound Loop Road from Oyster Lane to the Middle Sound Village property line.

Project Status and Next Steps:

- New Hanover County has selected Davenport Engineering to complete the design.
- Davenport manhour estimate has been approved by NCDOT
- NCDOT is processing the supplemental agreement for funds awarded last spring.

U-5527D HARPER AVE. MULTI-USE PATH

Project Descriptions/Scope: The construction of approximately 2104 linear feet of 10' wide paved multi-use path along Harper Ave. from Dow Road to 6th Street

Project Status and Next Steps:

- NCDOT Agreement is in place
- PE funds authorized August 2, 2016
- Draft LOI for PE Services submitted and being revised by the Town
- Advertisement of PE Services is anticipated in November 2017
- Anticipated let date June 2018

TRANSPORTATION DEMAND MANAGEMENT PROGRAM

Project Description/Scope: UNCW is taking the role as lead employer for the Cape Fear region. The WMPO will coordinate with UNCW to work with other major employers in the region to identify opportunities for public outreach, marketing, carpooling, vanpooling, alternative/compressed work schedules, Emergency Guaranteed Ride Home, park and ride lots, etc. The MPO established 2 park and ride lots in Brunswick County and a ridesharing program that began on January 5, 2015. The MPO adopted "Work Cape Fear: Expanding Commuter Options in the Cape Fear Region" TDM Short Range Plan on January 28, 2015 and also authorized staff to apply for a TDM grant through NCDOT that if approved would fund a full-time TDM Coordinator position. The Agreement with NCDOT for the full-time TDM Coordinator position was approved on November 4, 2015. The Wilmington MPO has hired a full-time TDM Coordinator. Pulsar is continuing to develop branding materials and a marketing plan for the Go Coast.

Next Steps:

- Begin development of the Go Coast marketing plan
- Analyze data and results from the Go Coast Commuter Challenge and develop presentations to various groups reflecting our success
- Gather model alternative work schedule policies from various regional employers to be highlighted in the statewide initiative to showcase model alternative work schedules
- Schedule lunch and learns/presentations with area employers to promote Go Coast program
- Partner with large employers to determine vanpool options
- Partner with UNCW, Cape Fear Community College, and New Hanover Regional Medical Center to explore carpool matching options and guaranteed ride home strategies
- Coordinate with employers to implement 2 additional vanpool programs and potential Park & Ride lot locations

Create Bike Share RFP selection committee