

**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. Schroetel 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.