

**Board Meeting Minutes**  
**6<sup>th</sup> Floor Conference Room, 320 Chestnut Street**  
**Wednesday, November 29, 2017**

**Members Present:**

David Piepmeyer, Pender County  
Neil Anderson, City of Wilmington  
Jonathan Barfield, Cape Fear Public Transportation Authority  
Pat Batleman, Town of Leland  
Noreen Slattery, Town of Belville  
Hank Miller, Town of Wrightsville Beach  
Charlie Rivenbark, City of Wilmington  
Skip Watkins, New Hanover County  
Eulis Willis, Town of Navassa  
Landon Zimmer, NC Board of Transportation

**Others Present:**

Amy Kimes, Senior Project Engineer, MPO  
Karen Collette, Division Engineer, NCDOT

**1. Call to Order**

Mr. Piepmeyer called the meeting to order at 3:01 p.m.

Ms. Batleman expressed concerns regarding Consent Agenda Item 7d (Resolution supporting the allocation of additional DA funds to the Town of Leland for Old Fayetteville Road Multi-use Path).

Mr. Piepmeyer requested to delay proceedings in anticipation of achieving a quorum. A quorum was achieved.

Mr. Piepmeyer stated that Hampstead had major accident on Monday that delayed traffic from Porters Neck to Holly Ridge for 2½ hours. He received many e-mails in favor of expediting the Hampstead Bypass to prevent such issues, to which he replied that NCDOT has one in progress.

**2. Conflict of Interest Reminder**

Mr. Piepmeyer read the conflict of interest statement and asked if any members had a conflict with any item on the meeting agenda. No members reported having any.

**3. Approval of Board Members' Excused Absence**

Ms. Kimes stated that Mr. Williams and Mr. Forte have requested to be excused from today's meeting.

Mr. Barfield made a motion to excuse the absence of Mr. Williams and Mr. Forte. Mr. Rivenbark seconded the motion, and it carried unanimously.

Mr. Watkins stated that Mr. Doetsch was unable to attend today's meeting and requested that he be excused.

Mr. Rivenbark made a motion to excuse the absence of Mr. Doetsch. Mr. Anderson seconded the motion, and it carried unanimously.

Mr. Piepmeyer pointed out that Ms. Swearingen has yet to be replaced a result of the elections.

**4. Approval of Agenda**

Mr. Barfield made a motion to approve the agenda.

Ms. Batleman requested to add a discussion item for a feasibility study on rail service to Wilmington International Airport as proposed by Mr. Andy Koeppel at the Board's last meeting.

Mr. Piepmeyer stated that he also responded to Mr. Koeppel and advised him to petition the Wilmington City Council and/or the New Hanover County Board.

Mr. Rivenbark stated that he also spoke with Mr. Koeppel. He seconded the motion to approve the agenda as amended, and the motion carried unanimously.

**5. Public Comment Period**

Ms. Lynn McIntyre, 1113 Dawson Street, spoke to the Board and expressed concerns regarding the burden to taxpayers caused by churches purchasing real estate along the Dawson Street corridor. A question/answer and discussion period was held.

Mr. Watson advised Ms. McIntyre to direct her concerns to the New Hanover County Board of Commissioners and/or the Wilmington City Council.

**6. Presentation**

**a. 2017 Commuter Challenge Results – Adrienne Harrington and Zoe Leonard, WMPO**

Ms. Harrington reported that this year's Commuter Challenge was a success, and introduced Sustainable Transportation Intern, Zoe Leonard, to provide the results.

Ms. Leonard gave an overview of the Commuter Challenge, which took place October 16<sup>th</sup> through October 29<sup>th</sup>. She noted that the MPO contracted with the mobile phone app, My Open Road (MOR), and established numerous community partners. She added that sponsors were sought and contributed 110 prizes. She gave an overview of outreach and promotional efforts to recruit pledges, which totaled 1,000 by the end of the Challenge.

Ms. Harrington screened promotional videos for the MOR app and WAVE Transit ridership.

Ms. Leonard stated that although the weather was better during this event, some mileage tracking issues occurred with the app, which contributed to manual compilation of several hundred tracking forms.

Ms. Harrington expressed a preference for a more reliable app that also captures GPS data.

Ms. Harrington gave an overview of this year's results including the carpool category, which more than doubled compared to last year's results, as follows:

Participants		Pounds of CO <sub>2</sub> saved		Miles traveled		Number of trips using sustainable transportation	
2016	2017	2016	2017	2016	2017	2016	2017
175	428	16,038	37,389	29,718	63,035	1,878	6,089

Ms. Harrington stated that telework is a new category. She noted that NCDOT was awarded a grant to help improve sustainable transportation efforts statewide and to allow an inventory of telework policies. She added that companies with an interest in such a policy will be able to reference others with successful programs, which may also serve employment recruitment efforts.

Ms. Harrington gave an overview of continuing TDM strategies. She stated that the focus will remain on bus ridership and feature the promotional video created for the Commuter Challenge. She suggested that next year's event might employ the same survey process used by Bike to Work Week as an alternative form of data tracking.

Ms. Batleman expressed appreciation.

**b. 2045 Socio-Economic Data Projections – Nazia Sarder, NCDOT**

Ms. Sarder gave a brief presentation regarding Socio-Economic Data Projections. She stated that NCDOT is in the process of updating its 2040 Travel Demand Model to 2045 at the request of the MPO. She explained that the model will predict various scenarios, identify issues, answer questions, and assist in making informed transportation planning decisions. She added that the model is currently in the base year model estimation phase, and its timeline coincides with the next MTP update.

Ms. Sarder stated that the Wilmington MPO was asked to verify employment and population data from the U.S. Census and the Office of State Budget and Management websites. She displayed samples of the data for the various Traffic Analysis Zones (TAZ). A question/answer and discussion period was held.

Mr. Watkins requested that County boundaries be designated on all future maps.

**7. Consent Agenda**

- a. Approval of WMPO Board Meeting Minutes**
- b. Resolution adopting the 2018 Meeting Schedule**
- c. Resolution authorizing the submission of a NCDOT FY 2019 TDM Grant and provide the required local match**
- d. Resolution supporting the allocation of additional DA funds to Leland for Old Fayetteville Road Multi-use Path**

Ms. Batleman made the motion to approve Consent Agenda Items 7(a) through 7(d). Mr. Barfield seconded the motion and it carried unanimously.

## 8. Discussion

### a. Direct Attributable Program

Ms. Kimes stated that the Town of Leland requested to have some discussion with its staff regarding the Direct Attributable Programs. She noted that a recommendation would be brought to the Board following receipt of the Town of Leland's response.

### b. 2018 NCDOT Standards and Specifications

Ms. Kimes reminded members that NCDOT updates its standards and specifications every six years. She noted that it has provided a summary that was sent to the General Contracting Association. She added that the majority of changes were special provisions that were incorporated into the standards and specifications manual. She reminded members that all projects that have not been let will need to be let under the 2018 specifications. She speculated that this would have little effect on prices or the scope of work. A brief question/answer and discussion period was held.

### c. MPO Bike/Pedestrian Committee Appointments

Ms. Harrington stated that vacancies on the Bike/Pedestrian Committee remain to be filled by one representative each from the Cape Fear Public Transportation Authority, the City of Wilmington, and the Town of Kure Beach. She requested that the Town of Navassa provide a letter or email confirming the appointment of Barnes Sutton.

### d. Bike Share Request for Proposals (RFP)

Ms. Kimes gave an update on the Bike Share Request for Proposals (RFP). She stated that a selection committee is being formed to review the RFPs and to make a recommendation. She noted that the WMPO Bike/Ped Committee, TCC and the TDM "Go Coast" have expressed interest in participating. She added that employers from Bike to Work Week have been invited to participate. She requested that members send e-mails to her about representatives from the Towns of Carolina Beach, Kure Beach and Leland. A question/answer and discussion period was held.

Members requested an update on bike share. Ms. Batleman requested a copy of the scope of the RFP.

### e. Rail Connection to Wilmington International Airport

Ms. Rivenbark reminded members that during the public comment section of the Board's last meeting, Mr. Koepfel requested a feasibility study for service improvements between the airport and the Wilmington Multi-modal Center. He commented that this is a reasonable request as discussion regarding multi-modal transportation facilities has been ongoing since the late 1980s.

In response to an inquiry by Mr. Watkins, Mr. Eby stated that the new bus route to the airport has been running for about six months, since July.

Mr. Watkins requested an update of service directly to the terminal as opposed to rail service.

Mr. Eby pointed out that any new service takes time to develop. He stated that the route started with about five passengers, and has grown to 28 as of October. He

expressed regret regarding the indirectness of the route from downtown to the airport, which stops at the CFCC north campus first; although, it returns downtown directly.

Mr. Piepmeyer inquired about the cost of the proposed feasibility study. Mr. Koepfel responded that Mr. Kozlosky estimated \$50,000.

Mr. Watkins requested that any assessment include competing interests such as shuttles from hotels to the airport.

Following further discussion, it was the consensus of members for staff to conduct some preliminary research and bring options to the Board.

## **9. Updates**

Ms. Kimes introduced new GIS Analyst Michael Madsen. Mr. Madsen expressed appreciation and spoke briefly regarding his background.

Ms. Kimes acknowledged that Ms. Harrington would be leaving the MPO.

Ms. Harrington stated that she has accepted an offer to join the Gotcha bike share group based in Charleston as Director of Government and University Affairs. She noted that she has not seen any of the bike share RFPs that the MPO received, and would participate in the Gotcha Group's pitch to the selection committee. She added that her last day with the MPO will be one week from today (December 5, 2017).

Members expressed appreciation and best wishes to Ms. Harrington.

Ms. Kimes stated that the Project Engineer position closed recently, and the Senior Transportation Planner position will close again tomorrow. She noted that the TDM position has yet to be posted.

Ms. Kimes stated that she has no further discussion points and reminded the Board that updates are included in the agenda packet.

Ms. Collette stated that NCDOT discussion items included in the agenda packet as well. She noted that she is currently preparing to send out invitations for the I-140 Bypass ribbon cutting tentatively scheduled for December 15, 2017.

Mr. Piepmeyer pointed out that the proposed date corresponds to NC State's commencement in Raleigh, which would prevent him from attending the ribbon cutting.

Ms. Collette advised members that the event could be canceled. She commented that scheduling a date that coordinates with officials has been challenging due to Christmas. She assured members that the ribbon cutting would not delay the opening of the Bypass. She encouraged any Corvette owners to contact her regarding participation since the Corvette Club will be at the front of the line.

In response to an inquiry by Mr. Rivenbark, Ms. Collette stated that she would give an update regarding the impact of the Bypass after the next big holiday in July.

In response to an inquiry by Ms. Batleman, Ms. Collette stated that she would inquire about the impact of improvements to the service level of the causeway.

**10. Announcements**

Mr. Watkins requested to acknowledge Mr. Doetsch's service to the MPO Board.

Mr. Piepmeyer agreed. He noted that the next meeting of the MPO Board would be January 31, 2018.

Ms. Collette commented that neither she nor Mr. Zimmer will be able to attend three of next year's Board meetings due to a scheduling conflict. Mr. Zimmer requested to be excused.

Mr. Miller expressed concerns regarding the absence of a Chair. Mr. Piepmeyer responded that the Vice Chair would serve until a new Chair is elected.

Ms. Kimes pointed out that the Board would vote for a Chair and Vice Chair in January.

Mr. Piepmeyer requested that Mr. Kozlosky clarify the procedure when he returns.

**11. Adjournment**

With no further business, the meeting was adjourned at 4:14 p.m.

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.**