



305 Chestnut Street
PO Box 1810
Wilmington, NC 28402
Ph: (910) 341-3258
Fax: (910) 341-7801
www.wmpo.org

WMPO Bicycle and Pedestrian Advisory Committee Meeting Agenda

TO: WMPO Bicycle and Pedestrian Advisory Committee Members
FROM: Abby Lorenzo, Senior Transportation Planner
DATE: June 7th, 2019
SUBJECT: June 11th, 2019 Meeting

A meeting of the WMPO Bicycle and Pedestrian Advisory Committee will take place on Tuesday, June 11th, 2019 at 2pm. The meeting will held on the 6th floor in Room 611 at 320 Chestnut St. The following is the agenda for the meeting:

- Call to Order
- Approval of the Agenda
- Public Comment Period
- Approval of minutes from April 9th, 2019
- Old Business
 - E-Bicycle Model Ordinance Development Status
- Reports and Discussion
 - Recap of River to Sea Ride
 - Recap of Bike to Work Month 2019
- Updates and Announcements
 - “Be a Looker” Campaign Update
 - Wilmington Bike Share Update
 - Cape Fear Cyclists
 - WMPO Project Updates (In Packet)
 - WMPO Technical Coordinating Committee, Wednesday, July 17th at 10am
 - WMPO Board Meeting, Wednesday, July 31st at 3pm
- Next Meeting
 - August 13th, 2019 at 2PM
- Adjournment

Attachments:

- Minutes from the April 9th, 2019 BPAC Meeting
- WMPO May Project Updates

Wilmington Urban Area Metropolitan Planning Organization

Meeting Minutes*
Wilmington Urban Area Metropolitan Planning Organization
Bicycle and Pedestrian Advisory Committee
Date: April 9th, 2019

Members Present:

Carol Stein, Pender County
Shawn Spencer, New Hanover County
Steve Whitney, Brunswick County
Katie Ryan, Town of Wrightsville Beach
Patrick Boykin, Town of Carolina Beach
Nick Cannon, WMPO
Sam Spicer, Cape Fear Cyclists
Duncan McCabe, City of Wilmington
Caitlin Marks, NCDOT Division 3
Matt Hogan, NCDOT
Travis Henley, Pender County
Barnes Sutton, Town of Navassa

Staff and Guests Present:

Zach Manfredi, WMPO
Katie Moore, WMPO
Amy Kimes, WMPO
Michael Madsen, WMPO
Mike Kozlosky, WMPO

1. Call to order

- C. Stein called the meeting to order.

2. Approval of the agenda

- There was a request to add a discussion about bicycle and pedestrian accommodations on the cape fear crossing. It was added to the agenda.
- Motion to approve D. McCabe, Second S. Spicer. approved

3. Approval of the minutes from March 12th, 2019

- Z. Manfredi noted that a date on the minutes was from the previous meeting and it would be updated.
- Motion to approve K.Ryan, second S.Spencer. Approved

4. Presentation

- A. Kimes presented to the Direct Attributable Program application and project process
- There was a question about where funding match comes from and it is local.
- C. Stein asked about left over funds and A. Kimes stated that they roll over until they are rescinded by the federal government which the WMPO tries to avoid. There are methods that can prevent it from happening.

- D. McCabe asked about constructing roads that are easier to modify. A. Kimes stated that new location roads attempt to do that but it is hard to do at existing locations with existing right of way.
- S. Spencer requested to send out the email to everybody and it was agreed upon.

5. New Business

- N. Cannon introduced the City of Wilmington Bike Month proclamation plans.

6. Old Business

- N. Cannon brought notes on the 3 classes of E-bicycles and discussed the process to create policy for the region.
- S. Spencer noted the growing popularity of E-bicycles and that he believed class 1 was acceptable in all situations.
- S. Spencer motioned to create draft ordinance supporting class 1 E-bicycles and to bring it back to the committee.

7. Reports and Discussion

- N. Cannon gave an update on the River to Sea ride and asked about buying extra shirts. It was recommended to just buy 10 shirts to prevent having excessive extras
- N. Cannon updated the group on bike to work month
- S. Spencer updated the group on the education outreach event and Riverfest bike ride. He stated that local cycling groups are on board and the ride would leave from the university. He took the action item to continue working the details for this event and will update the committee the needs at the next meeting
- N. Cannon introduced the “Be a Looker” campaign and updated members on the progress. He stated there would be a press event at Empie Park and encouraged members to attend. Bumper stickers were passed out. C.Stein asked about a press release and it was stated that it was already scheduled.
- Z. Manfredi introduced crash data results and three locations that can receive a boost in score due to severity and reoccurrence of crashes.
- The floor was opened for discussion on whether or not they wanted to add points to projects at these locations.
- There were questions about the causes of crashes and whether or not the recommended improvements would improve the crash data. There was also discussion about future safety studies being done at these locations.
- It was decided to give the projects 5 points each due to the reoccurrence of fatalities and update it for the CAC to approve.
- Z. Manfredi introduced the Eastwood road bond project plans that will be made at the request of the committee.
- There was a discussion about the timetable of the project.
- There was more discussion about bicycle roundabout safety and how there are options to merge with traffic when bike lanes are present or to get off and walk around the roundabout.

8. Updates and Announcements

- N. Cannon reminded members to register for the River to Sea Bike Ride

- There was discussion about the cape fear crossing not having bicycle or pedestrian facilities, and how the only way to get to the other side of the river is by vehicle because of access restrictions.
- It was recommended that a proclamation be created to support bicycle and pedestrian facilities on the crossing. Mike Kozlosky accepted the action item to complete.
- S. Whitney brought up the downtown greenway trail project due to recent exposure in the news and suggested considering increasing the score. M.Kozlosky noted the importance of the project as part of a transportation network and also noted a lack of funding.
- N. Cannon stated that the agreement with Zagster was signed last week and Carol would write a letter of support for Zagster.

9. Next Meeting

- Announced the next meeting to be held on June 11th, 2019 at 2pm

10. Adjournment

- S. Whitney made a motion to adjourn and it was seconded by S. Spencer. All were in favor.

*The above minutes are not a verbatim record of the proceedings. The entire proceedings are recorded on a compact disk as part of this record.

WILMINGTON MPO
TRANSPORTATION PLANNING
MAY 2019

2045 METROPOLITAN TRANSPORTATION PLAN

Project Description/Scope: The Wilmington Urban Area Metropolitan Planning Organization is required by federal law to update the Metropolitan Transportation Plan every 5 years. The last plan was adopted by the MPO Board on November 18, 2015. The next update is required to be adopted by November 2020. This plan will guide the regional transportation priorities and actions, and be used for project selection in the State/Metropolitan Transportation Improvement Programs. The MPO Board appointed a Citizen Advisory Committee (CAC) to help guide the development of this plan. A four month public outreach period was held between April 3, 2018 and July 31, 2018. During this period, there were 2,287 transportation survey responses, 563 comments on the public input map tool, and 4,554 votes on map comments, totaling 7,404 responses collected. In July 2018, the six modal subcommittees began meeting with the initial task of developing modal goals and objectives, which were completed in October 2018 and officially adopted by the Board in November 2018. The Modal Subcommittees have completed scoring criteria, evaluation of projects and development of the draft policies. The CAC, TCC and Board received the financial forecasts and potential alternative funding sources in March 2019.

Next Steps:

- The consultant to complete the cost estimation and development of alternative funding sources. This information is anticipated in mid-May.
- A red line, fiscal constraint analysis of ranked modal projects, including opportunities for projects utilizing supported alternative funding sources will be prepared and reviewed by the CAC, TCC, and Board in Summer 2019.
- Adoption in November 2020

LELAND STREET DESIGN STANDARDS MANUAL

Project Description/Scope: The Town of Leland is partnering with the Wilmington Urban Area MPO for the development of street design manual. 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 Manual will include conceptual tables/graphics which will more easily convey the impact of standards on the physical landscape to the public and elected officials. A public meeting was held on December 4, 2017 to review the draft materials. The document was revised and a follow-up meeting was held on February 20, 2018. Staff from the Town continues to work on the development of these standards. MPO staff met with the Town on May 22, 2018. The Town provided the MPO with a list of questions, proposed changes and comments. The MPO responded and the Town continues to review the document.

Next Steps:

- Continue to update the guidelines/manual per guidance from the Town of Leland

NORTHEAST NEW HANOVER COUNTY FUTURE STREETS STUDY

Project Description/Scope: New Hanover County and the Wilmington Urban Area MPO are partnering to develop a Future Street Study for Northeastern New Hanover County. This study 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. The MPO and County have received

a draft study from the consultant. The study is being revised by the County to meet our needs. Staff continues to work with county staff on this study.

Next Steps:

- Finalize Draft study in Spring 2019
- 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: 4 reviews
- New Hanover County Informal Plan Reviews: 0 reviews
- New Hanover Concept Reviews: 0 review
- Town of Leland Formal Reviews: 5 reviews
- Town of Leland Informal Reviews: 2 reviews
- Town of Navassa Formal Reviews: 0 reviews
- Town of Navassa Informal Reviews: 0 reviews
- Town of Navassa Concept 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: 24 total (New Hanover County 6, City of Wilmington 8, Carolina Beach 0, Leland 2, Navassa 2, and Pender County 5, Brunswick County 1) ; new 5 and ongoing 19
- Pender County Development Plan Reviews: 2 reviews
- Pender County Informal Plan Reviews: 0 reviews
- Pender County Concept Reviews: 0 reviews
- City of Wilmington Formal Reviews: 57 (12 new, 45 on-going)
- City of Wilmington Informal Reviews: 35 (6 new, 29 on-going)
- City of Wilmington Concept Reviews: 17 (15 new concept reviews- 2 on-going concept)
- COW Project Releases: 11 Full releases

STBGP-DA/TASA-DA FY 2013 to Present

STBGP-DA

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:

- Complete review of final design package and submit to NCDOT for review– Summer 2019
- NCDOT final design approval and City to request Construction Funds Authorization – Fall 2019
- Begin Construction – Spring 2020

- Complete Construction – Winter 2020

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:

- 100% Plan approval received
- ROW certification has been issued
- Construction funds have been requested for release
- Updated PCE approved on December 4, 2018
- Upon reviewing a set of AECOM plans that were not previously given to the Town showing the existing utilities, staff has determined that some potential utility conflicts exist
- A request has been made for a supplemental agreement to extend project completion deadline to July 2020 (will match up to deadlines for the I, J and K projects)
- Bid and award timeline will depend upon Davenport's findings after review of existing plans; prefer to bid the four projects at the same time.

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:

- Complete review of final design package and submit to NCDOT for review – Spring 2019
- NCDOT final design approval and City to request Construction Funds Authorization – Summer 2019
- Begin Construction – Winter 2019
- Complete Construction – Fall 2020

U-5534G –CITY OF WILMINGTON- 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:

- Complete final design package and submit to NCDOT for review– Summer 2019
- Update/renew permits – Fall 2019
- NCDOT final design approval – Fall 2019
- Right of way acquisition complete – Spring 2020
- Begin Construction – Winter 2020
- Complete Construction – Winter 2021

U-5534H –CITY OF WILMINGTON- 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:

- Complete final design package and submit to NCDOT for review– Summer 2019
- Update/renew permits – Fall 2019
- NCDOT final design approval – Fall 2019
- Right of way acquisition complete – Spring 2020
- Begin Construction – Winter 2020
- Complete Construction – Winter 2021

U-5534I –TOWN OF LELAND- VILLAGE ROAD MULTI-USE PATH EXTENSION

Project Descriptions/Scope: The construction of a 8 foot wide concrete path from the connection at the Brunswick Center in Leland across the front of the library property, down Village Road, ending on the western edge of the First Baptist Church property before the Sturgeon Creek Bridge.

Project Status and Next Steps:

- 100% Plans approved by NCDOT
- 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
- Davenport is performing a complete and independent review of the drawings for the four STBGP-DA projects

U-5534J – TOWN OF LELAND- OLD FAYETTEVILLE LOOP ROAD PEDESTRIAN LOOP

Project Descriptions/Scope: The construction of sidewalks in three locations: 1) The construction of an 8 foot concrete sidewalk along Village Road from Town Hall Drive to the apartment complex and widening the existing 5 foot sidewalk in front of the apartment complex to 8 feet. 2) The construction of a 6 foot sidewalk along Town Hall Drive from Village Road NE to the sidewalk that exists by the new Town Hall. 3) The construction of a 5 foot sidewalk along Old Fayetteville Road from the existing sidewalk in front of the apartment complex to Village Road NE.

Project Status and Next Steps:

- 100% Plans approved by NCDOT
- Right of way acquisition underway
- Right of way Certification- TBD
- Encroachment agreement needed once right-of-way finalize
- Davenport is performing a complete and independent review of the drawings for the four STBGP-DA projects

U-5534K – TOWN OF LELAND- LELAND MIDDLE SCHOOL SIDEWALK

Project Descriptions/Scope: The construction of 5 foot wide concrete sidewalk adjacent to Old Fayetteville Road from Ricefield Branch Road 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:

- 100% Plans approved by NCDOT
- 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
- Davenport is performing a complete and independent review of the drawings for the four STBGP-DA projects

U-5534N –CITY OF WILMINGTON- 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:

- Let Date: March 14, 2019
- Additional funds have been received and the contract is being routed for signatures

U-5534Q –CITY OF WILMINGTON- 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 project has been put on hold until NCDOT’s College Road resurfacing project occurs

U-5534S (FORMERLY U-5534M)- TOWN OF WRIGHTSVILLE BEACH- CORAL DRIVE SIDEWALKS

Project Descriptions/Scope: The construction of sidewalks along Coral Drive will install approximately 954 linear 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:

- Easement issue has been resolved. Final plans have been reviewed by NCDOT. SEPI addressing issues.
- Construction funds can be released once PCE consult is received
- Anticipated Let Date: Summer 2019

U-5534T –CITY OF WILMINGTON- 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:

- Plans and specification approved by NCDOT on February 19, 2019.
- Construction Authorization and funding request in progress.
- Anticipated bid date of June 2019. The project is currently in the City’s Purchasing Division for bidding.

U-5534U – TOWN OF NAVASSA- 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
- PE funds were released at the December 2017 Board of Transportation meeting
- The Town and Engineer have agreed to a fee. The Town working to complete the contract.

EB-6025- TOWN OF BELVILLE- RICE HOPE MULTI-USE PATH

Project Description: The project consists of the construction of a multi-use path of eight feet (8') wide located at the western side of NC 133 between Morecamble Blvd and Rice Hope Run.

Project Status and Next Steps:

- The agreements have been signed by the Town and being sent to NCDOT for execution

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:

- City Council awarded the contract on February 4, 2019. The City is currently working on executing the contract.

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:

- 90% plans comments have been received and have been corrected
- No right of way needed – New Hanover County met with DOT on May 6th to discuss ROW certification
- Anticipated construction bid Fall 2019

EB- 6026- TOWN OF BELVILLE- BELVILLE ELEMENTARY- MULTI-USE PATH

Project Description: The project consists of the construction of a multi-use path of twelve feet (12') wide located along NC 133 connecting north and south entrances of Hawks Water Development to Belville Elementary School.

Project Status and Next Steps:

- The agreements have been signed by Town and are being sent to NCDOT for execution

EB-6027 – NEW HANOVER COUNTY -MIDDLE SOUND GREENWAY

Project Description: Design only of the Middle Sound Greenway connection to Ogden Park

Project Status and Next Steps:

- The agreements have been generated by NCDOT

EB-6028 —CITY OF WILMINGTON- 21st Street/Market HAWK SIGNAL

Project Description: Design and construction of a HAWK signal at the pedestrian crossing at Market Street and 21st Street

Project Status and Next Steps:

- Currently working with NCDOT to receive agreements

EB-6029 – TOWN OF CAROLINA BEACH – CLARENDON AVENUE MULTI-USE PATH

Project Description: Construction of the Clarendon Avenue multi-use path from 4th Street to Dow Road

Project Status and Next Steps:

- Currently working with NCDOT to receive agreements
- Existing plans have been submitted to DOT for review. Comments have been received by the Town.

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 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 funded a full-time TDM Coordinator position. The Agreement with NCDOT for the full-time TDM Coordinator position was approved on November 4, 2015. The TDM program works to increase active transportation initiatives and increase community knowledge of commuter options. The MPO finalized the Strategic Marketing Plan for the “Go Coast” program. In addition, the WMPO has been working with the City of Wilmington to implement a bike share program. The TDM program has continued to grow and progress and below are project status and next steps.

Project Status and Next Steps:

Initiatives

1. Be A Looker Campaign
 - a. Initiating a 6 month bicycle and pedestrian safety campaign to take place April to September 2019
2. Bike Share
 - a. Completed agreement with Zagster. Contract to be signed.
 - b. Zagster is in process of securing “title sponsors” to fund the program
3. New Go Coast Website
 - a. We are in the first stages of the site being created
4. Social Media
 - a. Posting at least three times per week
 - b. WMPO Facebook, Instagram, and Twitter and Go Coast Instagram
5. Continue to push the Commuter Friendly Employer Program and Share the Ride NC Programs and Events
 - a. May is National Bike Month and Cape Fear Bike to Work Month
 - b. The River To Sea Bike Ride was held on May 4th at 7am. It was a successful ride with details on attendance to be provided soon.
6. Scooter Share

- a. Waiting on direction from NC General Assembly for policy on electric scooter share programs
- b. General Assembly currently defining "scooter"