

**Wilmington Urban Area  
Technical Coordinating Committee  
Wednesday, January 15, 2020  
Meeting Minutes**

**Members Present**

Mike Kozlosky, Wilmington MPO

Don Bennett, City of Wilmington

Nick Cannon, Wilmington MPO

Robert O'Quinn, Town of

Wrightsville Beach

Rebekah Roth, New Hanover County

Stephanie Ayers, North Carolina

Ports Authority

Athina Williams, Town of Belville

Ashli Barefoot, Town of Leland

Barnes Sutton, Town of Navassa

Helen Bunch, Brunswick County

Travis Henley, Pender County

Caitlin Marks, NCDOT Division of Highways

Nazia Sarder, NCDOT Planning

Megan Matheny, Cape Fear Public

Transportation

**1) Call to Order**

Mr. Kozlosky called the meeting to order at 10:03 a.m.

**2) Approval of the Agenda**

Ms. Bunch made a motion to approve the agenda as presented, seconded by Mr. Henley, and the motion carried unanimously.

**3) Election of Officers**

Mr. Kozlosky opened the floor to nominations for Chairman and Vice Chairman.

Ms. Bunch nominated Mr. Kozlosky for Chairman. Ms. Barefoot nominated Mr. Bennett for Vice Chairman.

Mr. Bennett pointed out that he might only be available to serve until June.

There being no other nominations on the floor, Ms. Ayers made a motion to approve the nominations. Ms. Marks seconded the motion, and it carried unanimously.

**4) Presentation**

**a. "Be A Looker" – Nick Cannon, WMPO**

Mr. Cannon gave an overview of results from the six-month "Be A Looker" Campaign. He commented that in future years, the Go Coast Committee may consider focusing on safety for each individual mode of transportation (biking, walking or rules of the road for drivers). He commented that the community has a strong need for bicycle and pedestrian safety. He noted that the "Be A Looker" Campaign was designed to continue the efforts of NCDOT's statewide program, Watch For Me NC, which neither the Wilmington Police Department nor the New Hanover County Sheriff's Department were able to undertake this past year.

Mr. Cannon stated that the MPO's release of a Request for Proposals (RFP) for a bike share in 2017, the general demand for additional bicycle and pedestrian facilities, and concerns regarding bicycle and pedestrian safety have increased simultaneously. He noted that in 2017, the Wilmington Police Department recorded more than 100 roadway accidents involving bicycles and pedestrians. Although accident statistics for

2018 and 2019 are not yet available, an increase is anticipated. He attributed some accidents to population density, including the university, beach community, transient and low-income populations. Campaign strategies and results include the following:

- Graphics external to two Wave transit shuttles  
(Brunswick Connector, #107 on S. College Rd.) 3 million impressions
- Digital billboards (Lamar) 2 million impressions
- E-mail blasts every other month to 15,000 recipients 8,407 opened
- Press conference at Empie Park to launch campaign  
with guest speakers and a media presence
- Social media (Instagram and Twitter) once a week 2,000 interactions
- Presence at farmer’s markets downtown and  
Wrightsville Beach, partner employers, posters  
displayed at 12 businesses downtown
- “Be A Looker” Pledge 285 and increasing

Mr. Cannon gave an overview of survey results. He commented that although facilities take a while to develop, increased awareness doesn’t have to wait. He added that in the future, the campaign should seek to work more closely with schools.

A brief question/answer and discussion period was held.

**5) Consent Agenda**

- a. **Approval of TCC Meeting Minutes – October 16, 2019**
- b. **Resolution approving 2018-2027 and 2020-2029 STIP/MPO Transportation Improvement Program Amendment #19-5 and #19-6**
- c. **Resolution approving 2018-2027 and 2020-2029 STIP/MPO Transportation Improvement Program Administrative Modification #19-5**

Ms. Williams made a motion to approve the Consent Agenda, Items 4a through 4c, and to forward these items to the MPO Board for consideration. Ms. Bunch seconded the motion, and it carried unanimously.

**6) Regular Agenda**

- a. **Resolution amending the Wilmington Urban Area MPO meeting schedule for the November TCC meeting**

Mr. Kozlosky stated that the November TCC meeting date that was approved is a holiday (Veterans Day). He proposed November 4<sup>th</sup> instead.

Ms. Roth made a motion to approve the Resolution amending the Wilmington Urban Area MPO meeting schedule for the November TCC meeting. Ms. Marks seconded the motion, and it carried unanimously.

- b. **Resolution requesting the North Carolina Department of Transportation remove Direct Attributable funding for the Clarendon Park Multi-use path and Salisbury Street streetscape Projects from the State/MPO Transportation Improvement Programs**

Mr. Kozlosky stated that the MPO selected these two projects for Direct Attributable (DA) funding. However after receiving the funds, the Town of Carolina Beach decided not to move forward with the Clarendon Avenue Project, and the Town of Wrightsville

Beach desired to proceed with the Salisbury Street Streetscape Project using only Town funds. He noted that the resolution supports the amendment and requests that the North Carolina Department of Transportation (NCDOT) consider a similar action.

In response to an inquiry by Mr. Bennett, Mr. Kozlosky stated that the funds would be available for other projects.

In response to an inquiry Ms. Matheny, Mr. Kozlosky stated that the Wrightsville Beach project was approximately \$680,000. He noted that he would need to research the other project to report that amount.

Mr. Kozlosky stated that although rare, the MPO has received requests to remove projects based on design issues or for similar reasons in the past. He noted that the MPO currently has 28 projects that are funded through the DA program. Five have been completed and several are ready to proceed. He reiterated that this resolution would increase the available balance of the DA program. Also, both projects are fairly recent, 2018 or 2019, and not in danger of expiring.

Ms. Roth made a motion to approve the Resolution supporting the amendment to the MPO's Transportation Improvement Program (TIP) and requesting the North Carolina Department of Transportation remove Direct Attributable funding for the Clarendon Park Multi-use Path and Salisbury Street Streetscape Projects from the State/MPO TIP. Ms. Ayers seconded the motion, and it carried unanimously.

**c. Opening of the 30-day public comment period for the FY 2021 Unified Planning Work Program**

Mr. Kozlosky stated that this item is for the MPO Board to open a 30-day public comment period for the FY 2021 Unified Planning Work Program (UPWP). He noted that member jurisdictions should have each received a letter related their local match.

Mr. Kozlosky stated that the MPO is requesting an enhancement to purchase streetlight data in an effort to update the its Origins and Destination Study completed in 2003. He noted that NCDOT suggested that the MPO consider purchasing the real-time, Bluetooth data (from cellular phone and onboard vehicular navigation systems), which can be used in many ways including transportation planning studies, the update of the Travel Demand Model (TDM), and traffic engineering analysis. He added that the cost is \$50,000, 80% of which would be paid for by NCDOT and 20% would be contributed by local members.

Mr. Kozlosky stated that the MPO plans to assist Pender County in the update of its Future Streets Plan. He noted that once the long-range plan is adopted in October or November, the MPO will focus on the update of its Strategic Plan for the next five years. He added that work tasks have been outlined in the budget, which is required to have a 30-day public comment period and be adopted by March 15<sup>th</sup>.

In response to an inquiry Mr. Bennett, Ms. Lorenzo stated that this is a subscription, for which any continuation would need to be considered.

Mr. Kozlosky stated that the state considered purchasing this data before encountering some cash management challenges. He noted that other MPOs have purchased this

data and have been pleased with it. He pointed out that the data is multi-modal and valuable. He proposed to purchase it this year and to see whether it would be available from the state in the future.

Ms. Roth pointed out an error in the agenda packet regarding the date for approval of the UPWP. Mr. Kozlosky expressed appreciation and said that he would correct it.

**7) Discussion**

**a. 2018-2027 and 2020-2029 STIP/MPO Transportation Improvement Program Administrative Modification #20-1**

Mr. Kozlosky stated that this item is for informational purposes only and will be brought forward to the MPO Board at its next meeting. He noted that the modification includes a delay in the 17<sup>th</sup> Street multi-use path along Independence, and the provision of some Build NC bonds for the Hampstead Bypass.

**b. WMPO Bike/Pedestrian Committee Model E-Bicycle Ordinance**

Mr. Cannon stated that several months ago, New Hanover County Parks and Gardens requested that the MPO Bicycle and Pedestrian Advisory Committee draft a model ordinance for the regulation of electric bicycles for member jurisdictions to consider if needed. He noted that this one-page ordinance is in response to the growth of e-bicycles, and includes different tiers, their use as recreation or transportation, and regulation in larger parks across the region.

In response to an inquiry Mr. Bennett, Mr. Cannon stated that it the model ordinance is intended for local use and electric bikes only, no scooters. He added that the General Statutes do not regulate e-bikes yet.

A brief question/answer and discussion period was held.

Mr. Kozlosky requested that comments be submitted to Mr. Cannon by end of day, January 21<sup>st</sup> to be available for the next MPO Board meeting (January 22<sup>nd</sup>).

**c. STIP/Locally Administered Projects**

Mr. Kozlosky stated that in a letter included in the agenda packed, NCDOT's Chief Operating Officer Bobby Lewis has requested anticipated expenditures of Direct Attributable (DA) funds for Locally Administered Projects (LAP). He reminded members that NCDOT continues to experience cash management issues due to Map Act settlements, severe storms, and the cost of construction. The purpose of this request is for NCDOT to get a handle on its exposure related to LAPs. The Department has also requested that the MPO's members not invoice reimbursements until June.

Mr. Kozlosky stated that MPO Senior Accountant Regina Hopkins will be scheduling meetings with the Town of Wrightsville Beach, Town of Belville, City of Wilmington, Town of Navassa, Town of Leland, the Town of Carolina Beach and New Hanover County over the next two weeks to project anticipated expenditures over the next 18 months. He noted that NCDOT has provided a spreadsheet of projects from now until June. He added that based on conversation with the chief's office, NCDOT is comfortable with municipalities and counties moving forward with projects on the list, as long as the local governments understand that reimbursements won't be submitted until June and

payments could be received anytime from June 2020 to as late as January 2021. MPO feedback needs to be submitted by January 31<sup>st</sup>.

Mr. Bennett expressed concerns regarding the 10-year timeframe for project completion required for federal funding. Mr. Kozlosky responded that NCDOT could ask for an extension from the Federal Highway Administration (FHWA). He explained that the local jurisdictions pay for projects and submit reimbursement requests to the state, which, in turn, submits reimbursement requests to the federal government. He added that the state has expressed an interest in improving the process with the FHWA.

**8) Updates**

Mr. Kozlosky stated that updates are included in the agenda packet.

In response to an inquiry Ms. Ayers, Ms. Marks stated that the projects that are color-coded in gray or white are under development and have not been impacted by the delay.

Ms. Matheny stated that Wave is opening its new downtown station with a dedication ceremony at 1:30 p.m. on Friday, January 17<sup>th</sup>. Operations from the new facility will begin on Saturday. She noted that the open-air, downtown transfer station on Second Street is merely the first phase of the Multi-Modal Transportation Center, which has been in development for more than 20 years. She noted that the station was adapted from a dilapidated building. She explained that the funds could not have been used for operations; although, the authority continues to experience financial challenges. She added that there is development interest in the surrounding blocks. She invited everyone to attend the dedication ceremony.

**9) Announcements**

- a. Bike/Pedestrian Committee Meeting: February 11<sup>th</sup>
- b. Next TCC meeting: February 12<sup>th</sup>

**10) Adjournment**

With no further items, the meeting was adjourned at 10:50 a.m.

**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.**