

## Meeting Minutes

### Dare County Comprehensive Transportation Plan Steering Committee Meeting

January 25, 2012 2:00pm, 954 Marshall C. Collins Drive, Manteo, NC

#### Attendees

Kerry Morrow	NCDOT – Transportation Planning Branch
Travis Marshall	NCDOT – Transportation Planning Branch
Donna Creef	Dare County Planning
Greg Loy	Kill Devil Hills Planner
Elizabeth Teague	Nags Head Town Planner
John Stockton	Kitty Hawk Town Manager
Mandy Earnest	Dare County Health Department
Willo Kelly	Outer Banks Home Builders/Realtors Association
Mary Helen Goodloe-Murphy	Outer Banks National Scenic Byway
Wes Haskett	Southern Shores Town Planner
Joe Heard	Kitty Hawk Town Planner
Gary Perry	Kitty Hawk Town Council
Sandy Ball	Colington Resident
Jerry Jennings	NCDOT – Division 1
Erin Trebisacci	Manteo Town Planner
Steven Lambert	Albemarle RPO
Ralph Buxton	Outer Banks Chamber of Commerce
Andy Garman	Duck Town Planner

#### **Introductions**

- Each committee member introduced him/herself to the group.

#### **Previous Meeting**

- Meeting 3 Minutes and Recap: Kerry Morrow distributed the meeting minutes from the third CTP meeting on December 7, 2011 to the committee for review. The committee members browsed through the minutes as Ms. Morrow briefly mentioned the highlights from Meeting 3.

#### **Bicycle & Pedestrian Subcommittee Update**

- Update from Bike & Ped Subcommittee Meeting 1: Ms. Morrow asked if one of the members of the Bike & Ped subcommittee wanted to give the group an update from the first meeting on the previous day, 1/24/12. Joe Heard gave the following update:
  - The subcommittee was rather large, around the same size as the steering committee, as it had several additional members with bike and pedestrian interests who are not part of the steering committee.
  - Some of the groundwork was laid for how the subcommittee would function.
  - The main accomplishment from the meeting was having the subcommittee examine maps of the existing bicycle and pedestrian facilities throughout the county to ensure that those maps were accurate and complete.

- The subcommittee also began identifying some of the key locations where there are currently safety issues or other needs for improvement to better accommodate cyclists and pedestrians.
  - The subcommittee discussed some future steps that go beyond just the physical improvements, but also education and better signage that may be considered for inclusion in the final recommendations.
- Next Meeting: Ms. Morrow announced that the next subcommittee meeting would be on Tuesday, March 6, 2012 at the same location, the town offices in Kill Devil Hills.

### **Goals and Objectives Survey Update**

- Survey Responses: Ms. Morrow informed the committee that there were around 860 online responses so far in the first two weeks of the survey period, which indicates high participation.
- Title VI Considerations: Ms. Morrow brought up her concern that the survey responses that have been received so far may not reflect all segments of the population, in terms of ethnicity. She asked if the committee knew of any local minority leaders in the community who could be contacted or any other possible measures to resolve this issue. Two people were recommended to be contacted: Virginia Tillett and Darrell Collins. Travis Marshall echoed Ms. Morrow’s concerns and explained that there is now an internal push to go above and beyond to in order to reach Title VI populations.
- Next Steps: Greg Loy asked how Ms. Morrow wanted the towns to get the surveys to her. Ms. Morrow responded that she would be coming in person to Dare County the week following February 10 to collect the surveys since there was such a large number of survey locations. Mr. Loy advised her that committee members could assist in gathering the surveys to simplify the process.

### **Stakeholder Information Sessions**

- Strategic Highway Corridors and Median Education: Ms. Morrow introduced the idea of conducting stakeholder information sessions to the committee. She explained that since there seemed to be some opposition toward the idea of possibly having medians on US 158, and since this is an issue that has come up with past transportation plans for Dare County, she and her team thought it might be a good idea to set up some information sessions regarding medians in order to clear up some misconceptions that may exist related to that topic. She explained that one of the reasons why she was thinking of having information sessions early in the CTP process was to get early buy-in on one of the elements that will most likely be included in the final recommendations—the Strategic Highway Corridors (SHC). Within Dare County, US 158 is designated by SHC as a boulevard, which would include a median. Ms. Morrow said their idea was to invite a number of local stakeholders, including: Dare Co. Emergency Management, Planning Boards, Dare Co. Restaurant Association, OBX Association of Realtors, OBX Chamber of Commerce, Hospital, Mano al Hermano, Fire Departments, Dare County Schools, etc.

- Other Public Involvement Opportunities: Ms. Morrow mentioned that she had spoken previously with Mr. Loy about his suggestion to expand early CTP outreach efforts to include the public as well. Mr. Loy explained that he thought it might be wise to conduct information sessions for the public as well as stakeholders, in order to promote awareness about the CTP early in the process.
- Steering Committee Feedback: Several committee members expressed caution in focusing the stakeholder information sessions solely on medians, as this might cause people to think that is the main focus of the CTP which it is not. The committee favored having a stakeholder information session as well as a set of public information sessions. Mary Helen Goodloe-Murphy suggested setting up the stakeholder/public meetings in an open house format, so that attendees could drop by at their convenience. She also recommended having different stations that give information on different elements of the CTP. The group then discussed a few different topic ideas for stations: Ferries, NC 12 long term solutions, Interchanges at US 158 / NC 12 and US 64 in Manteo, Public Transportation, Evacuation Routes, Gateways, Freight, Bicycle and Pedestrian Facilities and ADA Improvements. Ms. Morrow expressed that the number of information sessions and station topics would depend on whom she would be able to get to participate. She said she would need to get an “expert” to man each station, so she would need to figure out what resources she can find, and then report back to the committee. The following organizations were added to the list of stakeholder groups to be invited to the first information session: Pathways, County/Town Boards, and local civic organizations. The committee agreed that sending an invitation to each organization and asking that they send a representative to the stakeholder session would be appropriate.

#### **Closing Notes**

- Next Meeting Date: Committee members agreed that March 7, 2012 was a suitable date for the next meeting, at the same time and location.
- The meeting was adjourned.