



MEETING NOTES

PROJECT NAME	Wake Forest Comprehensive Transportation Plan
PROJECT NUMBER	188672-05
DATE	August 28, 2019
SUBJECT	Final Report Review
CLIENT	Town of Wake Forest
PRESENT	Attendees: Alan Gibson Mark Marley Karen Mello Colleen Sharpe Brad Walker Suzette Morales – Town of Wake Forest Jennifer Currin – Town of Wake Forest Patrick Reidy – Town of Wake Forest Anne Reeve – Town of Wake Forest Chip Russell – Town of Wake Forest Michelle Michael – Town of Wake Forest Shivang Shelat - WSP Will Letchworth - WSP Katharine Mather - WSP
DISTRIBUTION	Attendees & Project File

MATTERS ARISING

1.0	STEERING COMMITTEE AND FINAL CTP
1.1	<p>Shivang Shelat provided the Steering Committee an overview of activities completed since the previous Steering Committee meeting in June. Shivang thanked the committee members for their comments on the final report and asked if there were further comments or questions:</p> <ul style="list-style-type: none">– Several committee members noted the benefit smart signals could provide and asked how this recommendation could be embedded in the report. Some committee members noted discussion of the Cities of Raleigh and Cary taking over

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signal management from NCDOT in Wake County. This could be an opportunity for the Town. Chip Russel noted that in the future signals may be added to local roads and the Town can begin signal management.

- Discussions were held over how to represent proposed improvements to the Seminary loop on the graphic included in the CTP including showing existing roundabouts and distinguish between local roads and driveways.
- In relation to Hot Spots, questions were asked how if lane directions could be changed, especially at Durham Road and Retail Drive. WSP and Town staff noted in this case lane storage is not adequate to implement this.
- A member of the Committee asked if the StoryMap format would be accessible to everyone. Town staff members noted static maps of the recommendations would be available through PDF and included on the Town's website.
- Committee members were generally positive of the final report and the functionality of the StoryMaps format.
- Members of the committee asked that additional guidance be provided on how to use StoryMaps on a mobile device.
- Shivang adjourned the meeting and thanked the Steering Committee for their dedicated work on the project.

- 1.2 Following the general meeting, WSP and Town staff met to discuss potential changes to the presentation of the typical sections. It was agreed that a disclaimer would be added to note that the sections shown are for guidance and final sections would be decided upon during project development.

ACTION ITEMS

WSP will address comments in preparation for the CTP to be presented to the Board of Commissioners.