

**Minutes of the Wilmington Urban Area  
Transportation Advisory Committee  
Date: July 31, 2003**

**Members Present:**

Lanny Wilson, Board of Transportation Member  
Jane Gilbert, Council Member, Leland  
Bill Sue, Brunswick County Commissioner  
Eullis Willis, Mayor, Town of Navassa  
JimCain, Mayor, Town of Belville  
Harper Peterson, Mayor, City of Wilmington

**Staff Present:**

Mark Tinkler, Transportation Planner, Wilmington MPO  
Jonathan David, Associate Transportation Planner, Wilmington MPO  
Lawless Bean, TDM Coordinator

**1. Call to Order:**

Chairman Harper Peterson called the meeting to order at 4:05pm.

**2. Approval Of Minutes:**

Mr. Sue made the motion to approve the June 26th meeting minutes and Ms. Gilbert seconded the motion. The vote to approve the minutes carried unanimously.

**3. Old Business:**

**a. Transportation Summit – distribution of CD-ROMs containing PowerPoint presentation:**

Mayor Peterson said he would like to go around the room and let everyone comment on the Transportation Summit that was held July 23<sup>rd</sup>. The general consensus of the group was that everyone enjoyed the presentations and found the program to be very informative. Everyone was pleased that the summit was covered on the Wilmington's GTV for viewing by the general public. Mayor Peterson thanked the MPO Staff for all their hard work in putting the program together.

**4. TIP Amendment to add TA-4822 (2 Expansion Buses) and TG-4928 (1 Replacement Service Vehicle) as Federal funding source has been assigned:**

Mr. Tinkler told members these two items were not on the funded list when the TIP was approved due to the mismatch in the time frame between the State and the Federal fiscal years. He said he is now requesting that you give this consideration now so that if it is approved, it will go before the Board of Transportation for their September meeting for consideration. Mr. Sue moved to approve the amendment and Mr. Wilson seconded the motion. There was no discussion and the motion passed unanimously.

**5. PWP Amendment – Conduct onboard transit survey:**

Mr. David told members he is presenting a resolution to conduct an onboard transit survey that will be part of the Transit Master Plan that is currently underway. The cost of the survey will be \$13,600. This is a key component of the public outreach process. Mr. Sue moved to approve the amendment and Ms. Gilbert seconded the motion. There was no discussion and the motion passed unanimously.

**6. PWP Amendment – Purchase of employer data for travel demand model:**

Mr. Tinkler told members the employer data purchase is necessary for development of the travel demand model portion of the long-range transportation plan. Info USA is providing the data at the cost of \$2,600. We will have information from approximately 10,000 employers within the MPO area. All members will have full access to the information contained in the database. Mr. Sue moved to approve the amendment and Ms. Gilbert seconded the motion. There was no discussion and the motion passed unanimously.

**7. Town of Navassa Collector Street Plan – funding request (Mayor Willis):**

Mayor Willis informed members he had received the proposal for the collector street plan. The final cost came in a little higher than originally thought. Because of this, he is requesting additional funds in the amount of \$7,300. Mayor Peterson asked Mr. Tinkler to follow up with written documentation regarding the total cost for the project. After it was determined that funding was available to cover the additional expense, Mr. Sue moved to approve the amendment. Mr. Wilson seconded the motion. There was no discussion and the motion passed unanimously.

**8. Project Updates:**

**a. Navassa Collector Street Plan**

Mayor Willis informed the members that the project had been awarded to Martin Alexiou Bryson to conduct the Collector Street Plan for the Town of Navassa in the amount of \$27,300, subject to TAC approval of the funding increase. Mr. John Ponder, a former City of Wilmington employee, is a member of the firm and the Town was happy with his being selected for the project. Navassa is very pleased that this project is moving forward.

**b. Carolina Beach North End Traffic and Circulation Study**

Mr. Tinkler told members that the RFP for this project is still in development. The MPO staff collected the traffic engineering data. The MPO staff and Carolina Beach staff have been working together and hope to have the RFP advertised soon.

**9. Public Participation Policy:**

Mr. David distributed the revised draft of the policy reflecting the changes recommended by the Technical Coordinating Committee (TCC). Mr. Sue asked Mr. Tinkler what was the purpose of this policy. Mr. Tinkler told members there were two things that precipitated this project; the first is the long range plan update process starting and the recent FTA Triennial Review of WTA that pointed out that we did not have a policy in place and we should. Mayor Peterson stated he feels the Citizen Advisory Committee (CAC) should be mentioned in the policy. Mr. David said he will revise the document and bring it back to the next meeting. Mr. Wilson said he felt something should be mentioned in the document regarding the Public Comment portion of each TAC meeting agenda. Mayor Peterson said he also would like to see mention of the Transportation Summits that are conducted on an annual/ bi-annual basis.

**8. Project Updates (continued):**

**c. Transit Service to Leland, Belville, and Navassa**

Ms. Bean said she had been working with the representatives from Leland, Belville, and Navassa; the now joint WTA and NHTS Boards, Brunswick Transit System, and a non profit

transportation provider, as well as members of the TAC, RPO, and MPO to come up with a project proposal. The proposal has been submitted to the DOT Public Transportation Division for review. It is hoped that it will be included on the Board of Transportation agenda for September and the service can be launched the first of October. The proposal is for a loop route with 10 stops that will provide access to ride and connect with services being offered through the new merged Wilmington/New Hanover System. Riders will be dropped at the transfer facility downtown so they might make connection to other destinations in area. The loop service will be operated four times per day. The only problem encountered thus far is the acquisition of the vehicles. They are looking at several possibilities for obtaining the vehicles needed for this project. She passed out copies of the proposed route.

Mr. Tinkler told members he talked with Mr. Wilson this afternoon about the feasibility study for the Southern Bridge. Mr. Wilson said the completed feasibility study will be out next week. He felt it might be appropriate for the TAC chairman to send a letter to thank Congressman Mike McIntyre for his efforts in obtaining funds to continue studying the Southern Bridge and Military Cutoff.

#### **10. New Business:**

Under new business, Mr. Wilson made the motion that a letter be drafted to Congressman McIntyre thanking him for his initiative in appropriating money for the Southern Bridge and Military Cutoff. Mr. Sue seconded the motion. Mr. Gilbert suggested that the individual towns should also draft a letter to thank Congressman McIntyre. Mr. Tinkler said he will email a draft letter to all members of the TAC for their use. Mr. Wilson added that he feels that it may be appropriate to also send a letter to the senate delegation to request their support. The motion was amended to include his suggestion and the vote carried unanimously.

Mr. Tinkler had one last item. He told everyone that the new Wave Transit buses will be on the street Tuesday. It will be free fare day all day. Mayor Peterson said he would like to encourage everyone to get out and ride the bus.

Mr. Wilson asked when the dedication for the Martin Luther King Bridge was going to take place. Mayor Peterson asked Mr. Tinkler to consult with the MPO staff and consider a date sometime this fall for the bridge dedication.

Mayor Peterson told members he had one item. Thursday, October 2<sup>nd</sup> is the date for a Job Fair at the Swartz Center at CFCC that will be sponsored by the newly established Mayor's Handicapped and Disabled Commission. Mayor Peterson asked Ms. Bean to please participate in the project.

Mr. Tinkler told members that New Hanover County has changed its representative to the TAC. Ms. Nancy Pritchard will replace Ms. Boseman effective immediately.

#### **11. Adjournment:**

With there being no further business, Mr. Sue moved to adjourn and Mayor Peterson seconded the motion. The meeting adjourned at 4:55.

Respectfully submitted

Mark Tinkler  
TAC Secretary/  
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