

**MINUTES OF
THE WILMINGTON URBAN AREA
TECHNICAL COORDINATING COMMITTEE
July 10, 2002**

MEMBERS PRESENT

Don Bennett, Traffic Engineer, City of Wilmington
Helen Bunch, Brunswick County Planning
Joe Blair, Division Construction Engineer, NCDOT
Mike Bruff, NCDOT, Statewide Planning, NCDOT
Jane Daughtridge, Town of Carolina Beach
Albert Eby, General Manager, WTA
Jim Flechtner, Traffic Engineer, City of Wilmington
Dexter Hayes, Planning Director, New Hanover County
David Hewett, Town Manager, Town of Leland
Andrea Surratt, Town of Wrightsville Beach
Mark Tinkler, Senior Transportation Planner, City of Wilmington
Penny Tysinger, Management Services Director, Cape Fear COG
Julie Wilsey, Deputy Director, Wilmington International Airport

MEMBERS ABSENT

Michael Ballard, Town of Navassa
Roger Hawkins, Division Traffic Engineer, NCDOT
David Bender, NCDOT Rail Division
Cris Mowrey, Director, State Ports Authority
Dave Weaver, Asst. Manager, New Hanover County
Loretta Barren, NC Division, FHWA
Renee B. Roach, NCDOT
Jeff Crouchley, NCDOT, PTD
Allen Pope, Division Engineer, NCDOT
Christopher Oliver, Traffic Engineering & Safety Systems, NCDOT
Cheryl Evans, NCDOT
Haskell Rhett, III, NC State Ports Authority
Dan Thomas, Statewide Planning, NCDOT

OTHERS PRESENT

Lawless Bean, TDM Coordinator, City of Wilmington
Don Eggert, Region O RPO Coordinator, Cape Fear COG

CALL TO ORDER

The Chairman called the meeting to order at 10:10 a.m.

APPROVAL OF MINUTES

A motion was made by Mr. Blair and seconded by Mr. Hayes that the minutes be approved as submitted. The vote carried unanimously.

Old Business – TAC Meeting of 6/26/02

a. ALL RESOLUTIONS APPROVED (SIGNAL MAINTENANCE, ENDORSEMENT OF ALL ENHANCEMENT GRANT APPLICATIONS)

Ms. Daughtridge asked Mr. Tinkler if he had sent out the endorsements for the applications.

Mr. Tinkler said yes. Endorsements were received from the TAC and they were attached to all the applications. They were hand-delivered Friday, the 28th of June.

Ms. Daughtridge further asked how many applications were submitted.

Mr. Eggert said there were at least 23. The RPO submitted fifteen (15).

Mr. Tinkler said there were nine (9) submitted from the MPO region and eight (8) made the endorsement. Wrightsville Beach did not get an endorsement. They did not submit their application in time for the TAC meeting. There were two (2) applications from the City of Wilmington, two from the Railroad Museum, one from Carolina Beach, one from Navassa, one from Leland, and one from Wrightsville Beach.

Mr. Tinkler said that all the resolutions were approved at the 6/26th TAC meeting including the endorsements of the grant applications.

b. THANK-YOU LETTER TO KIMBERLY HINTON

Mr. Tinkler welcomed Mike Bruff of Statewide Planning, to the meeting. He replaces Ms. Hinton.

Ms. Tysinger recommended that the TCC send a letter of appreciation to Ms. Hinton for her participation on the TCC.

c. CITY OF WILMINGTON WILL PETITION NCDOT TO EXTEND 35 MPH SPEED LIMIT ON MARKET STREET WEST TO KERR AVENUE AND WILL INCREASE SIGNAGE TO NOTIFY MOTORISTS OF THE SPEED LIMIT TRANSITION

Mr. Blair said extending the 35 mph speed limit on Market Street west to Kerr Avenue would not solve the speeding problem. He feels it would make it worse.

Mr. Tinkler said the City would petition NCDOT to change the speed limit and increase signage.

d. NEW MPO PLANNING BOUNDARY APPROVED – MODIFIED FROM THAT SHOWN TO TCC ON 6/12/02 – WILL NEED TEXT DESCRIPTION

Mr. Tinkler said this item was approved and modified.

Mr. Eggert asked if the boundaries followed the Census tract lines.

Mr. Tinkler said the boundary along the railroad corridor remains the same. The other boundaries do follow the Creek.

Follow-up (8/1/02): The northern-most block group in Brunswick County is bisected by the boundary along Hood Creek. The boundary along Town Creek south of Belville also bisects a block group. The portion of the boundary on US 74/76 is a block group boundary.

DRAFT TRAVEL SURVEYS RFP; PWP AMENDMENT TO INCREASE BUDGET

Mr. Tinkler said he was able to obtain assistance from Dr. Meyburg, a national transportation survey expert at Cornell University, in rewriting the RFP. If the household travel survey is administered properly, we can get all the work site information; therefore a separate workplace survey will not be required. The other thing that came out was elimination of the truck survey. In spite of these changes, Mr. Tinkler said we would still need to increase the budget. Originally, it was proposed for \$150,000 before being reduced to \$100,000.

Mr. Clark stated that it may have been unintentionally reduced.

Mr. Flechtner asked if the truck survey was of value.

Mr. Tinkler said yes, but he did not know what the immediate need might be other than identifying truck routes throughout the City. The reasons for eliminating the truck survey from this project were budgetary and because a truck

survey is a different type of project and would likely require a consultant with a different set of experience.

Being that we are a port facility, Mr. Bennett said there is limited rail coming out of the Ports. Most of the cargo goes out on trucks. He feels that the truck survey would impact the study on the Southern Bridge and because the last study showed that almost 70% of the freight was moving towards the Charlotte area versus going out I-40.

Mr. Eggert said it might be useful to contact Raleigh and see what they are going to do.

Mr. Bennett stated that we need to find out what data the Ports is collecting currently so that we will know where the freight is going. He thinks that trucks have an immense impact on signal operations.

Ms. Daughtridge asked if the survey was going to be conducted in Wilmington only.

Mr. Tinkler said it will include the entire area within the MPO Metropolitan Area Boundary.

Ms. Tysinger wanted to know if she still had time to submit comments on the RFP. She was under the impression that it had already gone out.

Mr. Tinkler said there was still time for comments to be submitted. They tried to get it out in May prior to his employment with the City, but they had issues with the RFP that Charlotte had done that was being used as a model. They would like to get it approved by the TAC on the 25th and get it advertised in August so that we can get the survey administered by mid October at the latest and completed by November. Hopefully, the consultants can process it over the holidays. Mr. Tinkler explained that a travel survey had not been completed in Wilmington since 1974.

Mr. Bennett asked how would the travel survey address tourists.

Mr. Tinkler stated that the consultants have been asked to think of inventive ways to capture the weekly renter households. Also they will be targeting traffic counts during the survey administration to compare with survey data to identify tourist routes.

Ms. Tysinger asked if we would be able to capture schools as well as tourists.

Mr. Tinkler said there are a number of things involved in doing that. We need to capture what is the most standard time of the year. We can't have a

model for January, one for October, and one for the summer. He thinks we need a separate study to look at summer travel. We need to get a model for the conditions that are likely to be in effect September through October and April through May when school is in session.

Ms. Tysinger said she thinks we would have to because we have different situations. The MPO is more than just Wilmington. We now have the beach communities. She suggested that we have three separate periods. She asked if it was the cost that prohibited us from making this a year long study.

Ms. Daughtridge said the household survey would not capture tourists travel.

Mr. Tinkler said we are going to work on weekly renters.

Mr. Eggert recommended that we contact other communities who have done travel surveys to see how they have approached their surveys. He suggested Myrtle Beach in particular.

Ms. Wilsey said the Airport has had travel by plane statistics by on a monthly basis by airlines for at least twelve years. She wondered if there was any way that the data could be used in coordination with our renters to find some kind of factor to be used.

Mr. Bruff said we should develop a travel model for a typical day in the late Spring or early Fall with a mix of tourists. He thinks the heaviest day on Wilmington's streets except for College road and US 74/17 consist of school trips, work trips, and typical urban travel. He said when they tried to develop models in the past, they did take a look at Wrightsville Beach. In coastal areas, they look at travel during the summer periods. Mr. Bruff explained that it is standard practice to establish a base travel model during the most typical time period and then adjust for a typical time period based on field research.

Mr. Bennett said, from his operations standpoint, he gets school and tourist travel. His worse time is when the students aren't quite out of school but everybody is just starting vacation. His busiest season is late March through October.

Mr. Bruff said the survey needs to be up and running soon in order to get it finished by late October.

Mr. Tinkler said he hopes to have engaged a consultant to do the survey by Labor Day. Mr. Tinkler said he has drafted a resolution for TAC approval to increase the budget to \$150,000. He said there is federal money in our PL funds which we have not been able to spend, but there is local match. The Planning Work Program will be increased by \$50,000.

Mr. Hewlett asked who was paying the bill and if it was shared by other entities.

Mr. Tinkler said yes. Of the 20% local match, the current policy establishes that the City of Wilmington pays 11%; New Hanover County 7%; and Brunswick County 2%. The federal government pays the remaining 80%.

A motion was made by Mr. Hewett and seconded by Mr. Eby to recommend approval to the TAC of the amendment to the Planning Work Program budget. The vote carried unanimously.

DISCUSSION OF NEW MPO MEMORANDUM OF UNDERSTANDING TO INCORPORATE CAROLINA BEACH AND KURE BEACHES AS WELL AS UPDATE ANY OTHER PARAMETERS

Mr. Tinkler stated that he took the existing MOU and included Carolina and Kure Beaches and updated State legislative references. He stated that this was a discussion item only and not an item for approval today. He also stated that it would take several months to finalize and get approval from member agency boards.

Mr. Eggert suggested having a set of bylaws or Rules of Procedures establishing meeting times, meeting places, and election of officers.

Mr. Tinkler said that the TAC has established bylaws, and the TCC has a draft set. Both likely need modification.

Mr. Tinkler presented data comparing the 2000 Census population shares by jurisdiction as well as the current funding arrangement.

Ms. Daughtridge was concerned with the possibility of weighted. She recommended that the voting criteria be left as is.

Mr. Eggert said he was concerned because it appears that Carolina and Kure Beaches will wind up with one vote compared to votes of the County or City. He asked about the status of his participation as a member. He said before Mr. Tinkler came, he received e-mails from Ms. Hinton and others from NCDOT on the RPO and MPO memberships. They all stated that he would be an ex officio member of the TCC.

Mr. Bruff said he did not think there should be any non-voting persons on the TCC. However, if Mr. Eggert was representing the COG as a staff person, and if his director or someone on his board is a member of the TCC, then they are an ex officio member of the TCC and not a voting member. The jurisdiction

would be. Mr. Bruff stated that the RPO is not a member of the MPO just as the MPO is not a member of the RFO.

Mr. Tinkler changed the title of Ms. Wilsey to Deputy Director of the Airport in the draft MOU document.

Ms. Tysinger said COG did not have an Executive Director. She recommended the title be changed to Planning Director.

Ms. Daughtridge said she did not think Kure Beach had a Planner.

Mr. Tinkler said the membership will be submitted to the TCC as a discussion item.

NEW BUSINESS

Mr. Tinkler said the TCC needed to make a decision on the voting structure and the local match and when it will be ready. He said we would update the bylaws next month.

Mr. Bruff said an MPO conference will be held in Rocky Mount at the Holiday Inn on the 25th -27th of September.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:15 a.m.

Respectfully submitted,

Mark Tinkler, Chairman
Wilmington Urban Area MPO
Technical Coordinating Committee

/dmc