

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for May 7, 2003 (Corrected)**

Members Present:

Dexter Hayes, Director, New Hanover County Planning
Albert Eby, General Manager, WTA
Penny Tysinger, CFCOG
Mark Tinkler, Senior Transportation Planner, City of Wilmington, MPO Coordinator
Lawless Bean, TDM Coordinator, City of Wilmington
Cameron Moore, Development Services, Town of Leland
Patrick Riddle, Project Manager, NCDOT
Bill Bennett, NC State Ports
Don Eggert, Cape Fear RPO
Dave Brent, City of Wilmington, Traffic Engineering
Renee Roach, NCDOT, Traffic Engineering
Jonathan David, Transportation Planner, City of Wilmington

1. Call to Order:

Chairman Mark Tinkler called the meeting to order at 10:05am at the Wilmington Transit Authority Board Room, 1110 Castle Street.

2. Approval Of Minutes:

The motion to approve the minutes from the April 9th meeting was made by Mr. Albert Eby and Mr. Bill Bennett seconded the motion. It was unanimously approved.

3. Old Business:

Mr. Tinkler updated everyone on the TAC meetings that were held on April 9th and 24th.

a. 4/24 TAC Meetings; 2004-2010 TIP, Amendment to the Bylaws:

Mr. Tinkler told members that the TAC postponed action on the TIP. There are no disagreements on the draft TIP but Mr. Lanny Wilson said they are still in the process of negotiations at the State level and there maybe additional projects added back to the TIP. Details won't be known for a few weeks. The only change made to the TIP since the last TCC review was the FTA 5307 Urban Capital Grant Program announcements. The purchase of the Trolleys and the three replacement buses for 2006 were moved to the funded category.

The other item is the amendment to the bylaws. They discussed the attendance issue for TAC meetings. The decision was made to amend Article V, Section II, and TAC members will be voting on replacing it with statement: "A quorum is constituted by the simple majority of those members in attendance."

b. 4/9 TCC Meeting: Letter to Secretary Tippet regarding support for the NCDOT bicycle pedestrian resolution:

As agreed upon at the last TCC meeting, Mr. David distributed the draft letter to Secretary Tippet in support of the Board of Transportation Bicycling and Walking resolution. Mr. Moore made the motion to accept the letter as written. Ms. Tysinger seconded the motion and the vote carried unanimously.

4. Transportation Summit – New Date of July 23rd

a. Special joint TAC/TCC work session ASAP:

Mr. Tinkler told members that Mayor Peterson requested we have a special work session before the next TAC meeting. Mr. Tinkler suggested having a joint meeting of the TAC and TCC. It was agreed that TCC members will attend the next TAC meeting on May 22nd.

TCC Member Key Points for Summit Planning Consideration:

- Select key people to be responsible for each session
- Possible speaker: Laura Cove
- Include wrap-up session to say “here is what we did”
- Include talking about next step from here
- Possible resource persons: Claude Ferrell and Woody Hall from Cameron Business Ctr.
- Include breaks
- Consider what average citizen will take away from summit. Ask ourselves why should the average citizen show up
- Offer simultaneous work sessions
- Wide range of publicity
- Extend time of summit to 5:00
- Public come and go through out the day
- Possible break-out groups/sessions – must consider room availability for this
- Citizen forum toward end of day
- Switching Community Vision and Citizen Forum for better flow
- CAC in charge of Citizen Forum
- Break up into units of activities swaps so your not asking them to do one thing for extended period of time
- Problem with name. People in outlying areas think it is Wilmington Transportation Summit therefore does not concern them.
- Local municipalities need to participate in the effort to get word out the their citizens
- List all jurisdictions involved in some way
- Seek media coverage – include news on Sunday Night news and Morning News show
- Maybe half day for summit, lunch and then wrap up – because attendance will drop off after lunch
- Use afternoon as opportunity to address more technical sessions geared more to transportation personnel
- Ask average citizen if there are topic of interest that should be included in summit – let CAC consider this item
- Shorten topics to 30 to 45 minute range
- Gear some topic toward average citizen not just professionals. Keep technical topics in afternoon sessions
- Find incentives to get technical people to attend afternoon sessions

- Incorporate into 8:30 long range transportation plans – expand and bring in business executive to speak and just Gene Conti to speak on funding. Each having 15 minutes time limit and eliminating sessions
- Felt average citizen does not care about funding process – length of time involved in process is big turn off
- Consider scaling back and get lots of input from citizen group
- Consider bringing in technical speakers to TAC and TCC meetings for program type format
- Keep agenda like it is until lunch and then at 1:00 have wrap-up of “where you go next” and then have funding and economic development quick 15 minute things about where were at and what needs to be done. Possibly eliminate safety and traffic flow. End summit at 2:00

5. Project Updates:

a. Transit Merger and Master Plan

Transit Merger and Master Plan project is still proceeding. The merger element schedule is moving aggressively over the next couple weeks. The committee met May 1st with the City and County Finance and Legal staff, representatives from the two boards, and others that have been working on the project to discuss what is needed in the interlocal agreement to merge both systems. The legal staff is going to have the 1st draft of the interlocal agreement next Wednesday morning (5/14/03). The deadline for the final version is June 4th. There is going to be a joint WTA and NTS board meeting the day after the draft is presented on May 15th. Another joint meeting will be held on June 3rd in conjunction with the Public Transportation Association Convention at the Hilton and the official ribbon cutting for the new Wave Transit buses. The interlocal agreement will go to the City Council and County Commissioners on the 16th and 17th of June.

Mr. Tinkler told members they had a conference call late last week regarding the finalization of the Scope for the Master Plan. The travel data will be complete early in July. The census data is experiencing some delay but the Master Plan is still on schedule for completion by the end of the year.

b. Multi-modal Transportation Center:

A Steering Committee meeting is scheduled for the 9th of May to finalize the Scope for this project and to consider the third site. The fee negotiations with the consultant are being finalized and the project started.

c. Household Travel Survey:

The survey is proceeding satisfactorily. It is 2/3 of the way through the data goals. The last travel day is next week.

d. External Cordon Travel Survey

The External survey is taking place right now. The external sites are being surveying this week. Mr. Tinkler told members he is visiting the different site each day and he feels they are doing a great job. This information will be concluded with the final presentation possibly on July 22nd.

Mr. Bennett told members that the Port's element of the survey took place Tuesday, May 6th. Information collection sheets were handed out to all commercial traffic leaving the port from midnight to midnight.

6. Citizen Advisory Committee meets Monday 19th:

Mr. Tinkler advised members of the upcoming CAC meeting on the 19th. One of the topics of discussion at their meeting will be their participation in the transportation summit in July.

7. New Business:

Mr. Tinkler told members that Mr. Don Eggert had an item he wished to bring up.

Mr. Eggert told members he was doing some research for Ms. Jane Gilbert regarding an intersection and curve on Hwy 133 around the Old Towne entrance way. It is in the MPO boundaries. Mayor Cain of Bellville asked about the same issue and asked what is going to be done about it. Mr. Eggert felt he needed to pass this information on due to the requests from three different people regarding this intersection. Mr. Tinkler said perhaps we should do what ever we could to facilitate Ms. Gilbert's concerns with DOT and if needed, have discussions at a future TAC meeting regarding this issue. Mr. Tinkler said that perhaps small-scale improvements can be made working with DOT and if not, determine if this project needs to be considered for addition to the TIP this fall. Mr. Moore told members he feels speeding issues contribute to the problem. He stated that he feels this could be an enforcement issue because Bellville does not have a police force and the only law enforcement is coming from the Sheriffs department. Mr. Eggert said he will email Mayor Cain, Ms. Gilbert and other interested parties to inform them he had reported this to the TCC for consideration.

11. Adjournment:

With no further new business, the meeting was adjourned at 11:18am and members were invited to tour the new pilot bus by Mr. Eby.