

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for September 10, 2003**

Members Present:

Penny Tysinger, CFCOG
Mark Tinkler, City of Wilmington, MPO Coordinator
Bill Bennett, NC State Ports
Don Eggert, Cape Fear RPO
Jonathan David, Associate Transportation Planner, City of Wilmington
Don Bennett, City Traffic Engineer, City of Wilmington
Jonathan Parker, NCDOT Statewide Planning
Albert Eby, Wilmington Transit Authority
Lawless Bean, TDM Coordinator
Tom Cunningham, Chamber of Commerce
Patrick Riddle, NCDOT Division 3
Michael Ballard, Town of Navassa
Jeff Crouchley, NCDOT Public Transportation
Cameron Moore, Town of Leland
Annette Crumpton, NHC Dept of Aging

1. Call to Order:

Chairman Mark Tinkler called the meeting to order at 10:05am

2. Approval Of Minutes from July 16th Meeting:

The motion to approve the minutes was made by Ms. Penny Tysinger. The motion was seconded and the motion was unanimously approved.

3. Old Business:

There were no items of old business.

4. 2006-2012 TIP call for projects:

a. Draft project prioritization criteria:

Project priority list is due from MPO to NCDOT Program Development Branch by January 1, 2004. Hearings are scheduled for October and November. Definite dates are not yet available.

Mr. Tinkler and Mr. Eggert updated members regarding the meetings being held with members of the MPO and RPO TCC committees to establish the criteria for prioritizing projects. The committee felt the safety issue should be higher on the list for criteria, even more so than economic or environmental issues. The need to address traffic congestion was also notable but not as important as safety. TCC members gave direction for Mr. Tinkler to pursue research of how other MPOs and RPOs prioritize their projects prior to consideration of the process by the TAC.

5. PWP Amendment to carry over Regional Travel Survey funds to FY 2004 (\$28,371):

Mr. Tinkler told members it is more of a bookkeeping amendment to handle the final invoices for the Travel Survey project. This is so that we can account for the project rolled over from last year. There

were no questions. Mr. Tinkler asked for a motion to approve the amendment. Mr. Bill Bennett made the motion to approve and Mr. Eby seconded the motion. With no discussion the motion carried unanimously.

6. MPO PL fund reimbursements and member invoices:

Mr. Tinkler distributed copies of the letter being sent to Mr. Parker with State Wide Planning regarding fund reimbursement and billing for member agencies. Everyone was given an opportunity to review the documents. Mr. Tinkler told members that if any one had questions, please contact him.

7. MPO Website planning update:

Mr. David told members that he and Mr. Moore have been working on the web site. They have decided to go with Cape Fear Web Masters. They are in the process of purchasing Front Page 2003. Mr. Moore researched the domain name of WMPO. As part of the process, Cape Fear Web Masters will register the domain name. Mr. David asked if anyone has any graphics that could be included in the site from the individual districts, please send to him for inclusion in the site. The start up rate is approximately \$130.00. Cape Fear Web Masters has done web pages for several surrounding towns and they look good and they felt it is a definite plus to use a local business.

Mr. Eby suggested they also contact E-Search. They are the company that hosts the website for Wave Transit and they are cost effective. Mr. David said he will give them a call and do a cost comparison.

Mr. Moore said they hope to have the site up and running in about three months.

8. Public Participation Policy:

Mr. David updated members on the direction given to him by the TAC at their last meeting. They asked Mr. David to address a few specific items in the policy. He made the necessary revisions and will present a new draft at the next meeting of the TAC. If anyone has any other suggestions and comments regarding the policy draft, please get back to him as soon as possible.

9. Project Updates:

a. Transit Service Master Plan – public meeting, Tuesday, September, 9th:

Mr. David said the consultants for the Transit Service Master Plan held public meetings yesterday. The first meeting was at WTA, in which the stakeholders participated, was very successful. They got valuable data from the participants. The 4:30 afternoon meeting, with citizen participants, was well attended (about 20 people). He felt the citizen participants provided more self-driven comments as apposed to system-driven comments. Mr. David told members he felt the consultants received valuable information from the whole process. The consultant will be back in November for second rounds of discussions.

b. Navassa Collector Street Plan:

Mr. Tinkler welcomed Councilman Michael Ballard from Navassa to the TCC meeting. He asked members to go round the table and introduce themselves.

Mr. Tinkler told members that the TAC has approved funding for the Navassa Collector Street Plan at \$27,300, part of which is a land use update. The consultant selected is Martin Alexiou

Bryson. The main project engineer for the company is John Ponder, who is a former City of Wilmington employee.

c. Carolina Beach North End Traffic and Circulation Study:

The proposals are due by 5:00 today. Three consultant teams agreed to come down to tour the town. He said he expects at least six responses to the RFP. The next meeting will be in another week with the town manager and town council representatives to evaluate the proposals.

d. Military Cutoff extension feasibility and collector street corridor study:

Mr. Tinkler reviewed maps showing the corridor for the proposed extension of Military Cutoff Road north to the Route 17 Bypass. It was determined that 150 foot right of way will be needed to facilitate building a four lane thoroughfare facility. Mr. Tinkler said he and Mr. Hayes will be meeting with DOT officials in Raleigh on the 17th to discuss the feasibility study. Development plans presently are to have limited access at collector streets and no other direct access.

e. Multi-modal Transportation Center (added):

Mr. Tinkler told members they last met on September 3rd and were proceeding with site selection when the discussions fell apart because the group was unable to define what adjacent properties to consider and how. There are some efforts going on with the DOT side but otherwise it looks like they may go back to studying a site on Third Street. Mr. Tinkler said the next meeting is scheduled for the 24th to continue the agenda from the meeting on the 3rd.

10 & 11. New Business/Announcements:

Mr. Tinkler asked Mr. Riddle to update everyone regarding DOT projects.

Mr. Riddle distributed the NC Moving Ahead Projects that have made the cut in New Hanover and Brunswick counties. This information is now on the website and the governor has made the announcements regarding the program.

Mr. Tinkler announced several upcoming meetings. They are:

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| September 17 th : | Military Cutoff meeting
Merger team process meeting for Brunswick County Bypass that afternoon |
| September 23 rd : | Market Street Corridor Study with the state traffic engineers office
Military Cutoff Landscaping meeting with DOT and the Wilmington Tree Commission |

Mr. Tinkler announced the North Carolina Association of MPOs (NCAMPO) Conference will be held here in Wilmington October 20-22, 2004.

Ms. Bean said she wanted to announce that the Brunswick connector transit project is on the Board of Transportation agenda. They are working on route difficulties due to the bridge replacement on Navassa Road. She also wanted to mention that fleet management staff is working with the county to come up with an interlocal agreement to purchase fuel through the City that will be a savings for the County.

12. Adjournment:

With no further business, the meeting was adjourned at 11:20.