

**Meeting Minutes**  
**Wilmington Urban Area Metropolitan Planning**  
**Organization Board Meeting**  
**Date: November 30, 2016**

**Members Present:**

Gary Doetsch, Town of Carolina Beach  
Frank Williams, Brunswick County  
Pat Batleman, Town of Leland  
Skip Watkins, New Hanover County  
Charlie Rivenbark, City of Wilmington  
Emilie Swearingen, Town of Kure Beach  
Joe Breault, Town of Belville  
Hank Miller, Town of Wrightsville Beach  
Jonathan Barfield, Cape Fear Public Transportation Authority

**Others Present:**

Mike Kozlosky, Executive Director, WMPO  
Karen Colette, Division Engineer, NCDOT

**1. Call to Order**

Mr. Doetsch called the meeting to order at 3:01pm.

**2. Conflict of Interest Reminder**

Mr. Doetsch asked if any members had a conflict of interest with any items on the meeting agenda. No members reported having a conflict of interest.

**3. Approval of Board Member Excused Absence**

Mr. Doetsch told members that Mr. Piepmeyer and Mr. Collins submitted a request to be excused from today's meeting.

Ms. Batleman made the motion to excuse Mr. Piepmeyer and Mr. Collins absence from the meeting. Mr. Williams seconded the motion and it carried unanimously.

**4. Approval of Agenda**

With no requested changes to the agenda, Mr. Watkins made the motion to approve the agenda. Mr. Rivenbark seconded the motion and it carried unanimously.

**5. Approval of Minutes**

The minutes for the October 26, 2016 meeting were approved unanimously.

**6. Public Comment Period**

Mr. Andy Koeppel spoke to members regarding a Southern Bridge. Mr. Koeppel told members there have been several discussion about a Southern Bridge over the past several months. He said he's not seen information on the amount of traffic that will be deferred from the existing bridges once I-140 is complete. He asked staff if a study has been done recently, noting that such a study would give an indication of the anticipated traffic situation relative to our current bridges in the immediate future. Mr. Koeppel stated that if that study exists, he would like to review the information.

## **7. Presentation**

### **a. 2016 Commuter Challenge Results, Adrienne Harrington, WMPO**

Ms. Harrington gave a presentation on the 2016 Commuter Challenge results. She told the members that she wanted to update members on the results from the Commuter Challenge. She reviewed the logistics and data collected from the 175 participants in this year's challenge held October 17 through October 30<sup>th</sup>. A question/answer and discussion period followed her presentation.

## **7. Consent Agenda**

### **a. Opening of the 45-day public comment period for Wilmington Urban Area MPO's Public Participation Plan**

### **b. Resolution approving STIP/MTIP Amendments (September and October)**

### **c. Resolution adopting the 2017 Meeting Calendar**

Mr. Williams made the motion to approve the consent agenda. Ms. Batleman seconded the motion and it carried unanimously.

## **8. Regular Agenda**

### **a. Resolution supporting the North Carolina Ports Authority's submittal of FY17 TIGER and FASTLANE grant applications to help fund intermodal and container improvements to the container terminal at the Port of Wilmington**

Mr. Kozlosky told members that the NC Ports Authority requested WMPO support for their FY17 TIGER and FASTLANE grant applications. He said the funds, if awarded, will be use to improve and help fund the intermodal and container improvements at the Port of Wilmington.

Ms. Stephanie Ayers, with the NC Ports Authority told members that the Ports Authority is in the process of making a number of improvements on their facility in order to accommodate larger ships. They are submitting grant applications for Federal funding to help supplement the work they are doing on the terminal in Wilmington and are asking the Board for their support.

Mr. Barfield made the motion to approve the resolution supporting the North Carolina Ports Authority's submittal of FY17 TIGER and FASTLANE grant applications to help fund intermodal and container improvements to the container terminal at the Port of Wilmington. Ms. Batleman seconded the motion and it carried unanimously.

## **10. Discussion**

### **a. Metropolitan Transportation Plan Development**

Ms. Motsinger told members that the Board adopted the Cape Fear Transportation 2040 last November and that plan is the guiding document for the WMPO Board. She noted that this plan is federally mandated; and in order to receive Federal funding, the Plan must be updated every 5 years. Ms. Motsinger said it's time to begin planning for the 2045 plan and staff is working to design the process to create that plan. Ms. Motsinger told members that staff is seeking direction from the Board regarding the Citizen Advisory Committee's (CAC) participation in updating the plan.

Mr. Kozlosky told members that the Board indicated interest in continuing to use a Citizen Advisory Committee in the planning process for the development of the next Metropolitan Transportation Plan.

The last Citizen Advisory Committee was formed when each of the Board members appointed a representative for the CAC. Staff is requesting that members give consideration as to how they wish to re-create the committee.

Ms. Batleman said the process used to create the CAC for the last update was very effective and the committee did an excellent job. Mr. Barfield suggested that it would be helpful to bring in a different mix of people so that they could give a different perspective for creating the plan for 2045.

Mr. Rivenbark asked about the criteria for selecting members for the committee. Ms. Motsinger explained that most of the jurisdictions advertised for the position. The ad included a short description regarding the CAC member's duties. The jurisdiction's council/commission appointed the CAC member from those applications. Mr. Watkins asked about the time frame for the Board to appoint committee members. Ms. Motsinger said staff would like to have the new Citizen Advisory Committee in place by June of 2017.

Mr. Williams asked staff to provide board members with a job description, as well as any other information needed for selection of the CAC member. He suggested leaving it up to each jurisdiction as to how they select their member for the committee.

Mr. Kozlosky said staff will get that information out to Board members

**b. Congestion Management Process Updates**

Ms. Doliboa told members that staff is recommending that no changes be made to the Congestion Management Process (CMP) until the 2018 bi-annual report has been completed.

Mr. Kozlosky explained that the 2016 Congestion Management Plan would be used as a base-line for comparison for the 2018 report but staff wanted to give Board members an opportunity to provide feedback.

Ms. Doliboa said the 2016 report is located on the WMPO website. She invited members to submit comments/suggestions regarding the report or data to staff by December 16<sup>th</sup>.

**c. WMPO Strategic Business Plan Objectives and Strategies**

Mr. Kozlosky told members that Cape Fear Transportation 2040 was adopted in November of 2015. He noted that the Board held a retreat in March of 2016 that included a facilitated discussion using a newspaper exercise to providing direction on where the Board wanted staff to target/focus efforts and energy over the next few years.

Mr. Kozlosky said in July members participated in a follow-up work session to identified 6 priority target areas from the information provided at the March retreat. Those target area priorities included the Hampstead Bypass, Cape Fear River Crossing, Wilmington rail relocation project, the restoration of the rail line between Wallace and Castle Hayne, Independence Boulevard extension and increasing the number of direct flights to Wilmington International Airport.

Mr. Kozlosky told members that from the information received at the July work session, staff worked through a process to identify objectives and strategies to help achieve those priority targets. Mr.

Kozlosky explained that the next step is to seek input from the Board on the objectives and strategies that will help achieve the goals established for the strategic business plan. He noted that Ms. Batleman submitted an additional objective/strategy regarding the Cape Fear River Crossing and those comments have been added. Mr. Kozlosky told members the goal of today's discussion was to try to achieve consensus on the objectives and strategies included in the report.

Mr. Watkins told members that potentially there is a mutual benefit that the Cape Fear River crossing and rail realignment could work together. Mr. Kozlosky said for the time being they are being treated as two different studies. He noted that members will be receiving an update on the Environmental Document for the Cape Fear River Crossing. He noted that the rail realignment project is still in its infancy with the feasibility study underway. For right now, the projects are on two separate paths.

Mr. Williams told members that the second set of strategies under Hampstead Bypass, show how the project plays into the regional puzzle of transportation goals and the network probably should be a strategy for every single thing on the list. For these high-level projects, we need to think about them from a big-picture prospective. He told members he would recommend including that in every targeted priority for inclusion in the business plan. Mr. Williams said speaking specifically about the Rail Realignment project (Target #2), he would suggest that everything below the first strategy "Complete feasibility study" is contingent upon the outcome of the feasibility study. The study may say it's not feasible, so he would make sure that possible outcome is included in the plan.

Following a general discussion by the Board regarding the importance of particular target areas in the Strategic Business Plan, consensus of the members was to add Mr. Williams suggested strategy "Show how project plays into the regional puzzle of transportation goals and the network" to each target and bring the Plan back to the next meeting for further discussion.

## **11. Updates**

Updates are included in the agenda packet.

## **12. Adjournment**

With no further business, the meeting was adjourned at 4:04pm

Respectfully submitted

Mike Kozlosky

Executive Director

Wilmington Urban Area Metropolitan Planning Organization

**THE ABOVE MINUTES ARE NOT A VERBATIM RECORD OF THE PROCEEDINGS.  
THE ENTIRE PROCEEDINGS ARE RECORDED ON A COMPACT DISC AS PART OF THIS RECORD.**