

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for January 14, 2015**

Members Present:

Mike Kozlosky, City of Wilmington

Adrienne Harrington, TDM Coordinator

Ed Parvin, Town of Carolina Beach

Megan Matheny, WAVE Transit

Helen Bunch, Brunswick County

Stephanie Ayers, NC Ports

Patrick Riddle, NCDOT Division 3

Zach Steffey, Town of Wrightsville Beach

Robert Waring, Town of Leland

Athina Williams, Town of Belville

Allen Serkin, Cape Fear COG

Megan O'Hare, Pender County

Trey Burke, Town of Navassa

Don Bennett, City of Wilmington

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:02am.

2. Approval of Minutes

The minutes for the November 19, 2014 meeting were approved unanimously.

3. Presentations

a. Westgate Nature Park, Phase II, Neil Brooks, Town of Leland

Mr. Neil Brooks, Director of Parks and Recreation for the Town of Leland gave a presentation on the Westgate Nature Park, Phase II. He told members that the Town of Leland received a \$500,000 PARTF Grant in 2010 for the construction of Phase I. He noted that the Phase II grant application is requesting \$250,000 and the town will match that amount. If approved, Phase II will consist of a 1.5 mile loop trail.

Mr. Brooks told members that the MPO's Bike/Ped Committee supported the grant application at their meeting last month. Mr. Kozlosky said the resolution supporting the Town of Leland's PARTF grant application for Phase II is item c. on the Consent Agenda.

4. Consent Agenda

- a. Resolution adopting "Work Cape Fear: Expanding Commuter Options in the Cape Fear Region" TDM Short Range Plan**
- b. Resolution of support for the Brunswick Battleship Connector**
- c. Resolution of support for a PARTF Grant for the Westgate Nature Park Phase II**
- d. Resolution encouraging the North Carolina Department of Transportation to install landscaping in areas of New Hanover County to improve the aesthetics for the Wells Fargo Golf Tournament**
- e. Resolution supporting the Wilmington MPO's submission of a NCDOT Transportation Demand Management Grant**
- f. Resolution approving 2015-2016 Unified Planning Work Program**
- g. Resolution Certifying the Planning Process for the Wilmington MPO**
- h. Opening of the 30-day Public Comment Period on the DRAFT 2015-2025 STIP/MTIP**

Ms. Ayers asked that item b. be pulled from the consent agenda. Ms. O'Hare asked that item d. be pulled from the consent agenda.

Mr. Parvin made the motion to approve items a., c., e., f., g. and h. on the consent agenda and forward to the TAC for consideration. Ms. Bunch seconded the motion and it carried unanimously.

Ms. Ayers asked to be recused from Item b., Resolution of Support for the Brunswick Battleship Connector. Ms. Williams made the motion to recuse Ms. Ayers. Ms. Bunch seconded the motion and it carried unanimously.

Ms. Bunch made the motion to approve Item b., Resolution of Support for the Brunswick Battleship Connector and forward to the TAC for consideration. Ms. Williams seconded the motion and it carried unanimously with Ms. Ayers being recused from the vote.

Ms. O'Hare told members that she requested item d., Resolution encouraging the North Carolina Department of Transportation to install landscaping in areas of New Hanover County to improve the aesthetics for the 2017 Wells Fargo Golf Tournament be pulled because she wanted to ask who will be responsible for maintaining the landscaping area within NCDOT's right-of-way. Mr. Kozlosky said that will need to be worked out with New Hanover County. He noted that staff will be meeting with the County Manager next week to discuss several items. Ms. O'Hare asked Mr. Kozlosky to keep Pender County's planning staff in the loop on the maintenance issues relating to the landscaping for the project.

Ms. Matheny made the motion to approve the resolution encouraging the North Carolina Department of Transportation to install landscaping in areas of New Hanover County to improve the aesthetics for the 2017 Wells Fargo Golf Tournament and forward to the TAC for consideration. Ms. O'Hare seconded the motion and it carried unanimously.

5. Regular Agenda

a. Resolution approving draft Cape Fear Transportation 2040 mode-specific projects for public review

Ms. Rashid told members that the TAC held a workshop on January 6th to review the recommendations from the CAC and to determine which projects will move forward for public review. She reviewed the mode-specific lists of projects selected by the TAC members at the workshop. She told members that the resolution endorses moving forward with the Cape Fear Transportation 2040 fiscally-constrained project lists to the public for review and comment. She noted that the public comment may result in further modifications of the project lists prior to adoption.

Mr. Kozlosky told members the following the work session there was some discussion by the Town of Leland that expressed concerns about moving some of the projects around. Staff proposes to carry the list forward to the TAC and give them an opportunity to reprioritize the lists at their meeting on January 28th. He reminded members that the resolution is to take the projects forward for public review and comment. Once the public outreach efforts are concluded, staff will bring the comments back to the CAC, TCC and TAC for review and consideration.

Ms. Harrington made the motion to approve draft Cape Fear Transportation 2040 mode-specific projects for public review and forward to the TAC for consideration. Ms. Williams seconded the motion and it carried unanimously.

b. Resolution approving draft Cape Fear Transportation 2040 mode-specific policies for public review

Ms. Rashid told members that the modal subcommittees helped to develop the draft Cape Fear Transportation 2040 policies lists for each of the different modes of transportation. She noted that the policies are a requirement from FHWA for public review.

Ms. Matheny made the motion to approve the draft Cape Fear Transportation 2040 mode-specific policies for public review and forward to the TAC for consideration. Ms. Bunch seconded the motion and it carried unanimously.

c. Resolution supporting the retention of Independence Boulevard Extension on the MPO's Long range Transportation Plans and Supporting Alternative North-South Capacity

Mr. Kozlosky told members that several months ago the TAC Chair requested that a letter be crafted to NCDOT requesting that they cease work on Independence Boulevard extension from the TAC. Mr. Kozlosky noted that the letter created some concerns from the Wilmington City Council members. They adopted three resolutions in an effort to reflect their desires regarding the project. Two of those resolutions are included as item c. and d on the agenda. Item c. supports retaining Independence Boulevard extension on the MPO's Long Range Transportation Plans. Mr. Kozlosky said the resolution acknowledges the need to retain the project on the long-range plan and also recognizes that the City of Wilmington desires to create alternative north/south capacity.

Mr. Bennett made the motion to approve the resolution supporting the retention of Independence Boulevard extension on the MPO's long-range transportation plans and supporting alternative north/south capacity and forward to the TAC for consideration. Mr. Parvin seconded the motion and it carried unanimously.

d. Resolution Supporting the Completion of the Draft Environmental Impact Statement, Preservation of the Preferred Corridor, Opposing the Design of an Elevated Facility and Encouraging the MPO, NCDOT and CSXT to Develop an At-Grade Option for Independence Boulevard Extension

Ms Ayers asked if there was any scenario that will operate the roadway with an at-grade crossing that will be acceptable to NCDOT and the Federal Highway Administration. Mr. Kozlosky said without relocating the rail, then probably not. He said there are two issues, the rail line that is parallel to Princess Place Drive and where the rail line crosses it near Randall Parkway. There is also the intersection at Market Street and Independence Boulevard extension. Based on NCDOT policy, the Department is required to separate the rail from vehicular traffic in urban areas where they meet a certain exposure index.

Mr. Kozlosky noted that the resolution reflects what the Wilmington City Council desires.

Ms. Harrington made the motion to approve the resolution supporting the completion of the draft environmental impact statement, preservation of the preferred corridor, opposing the design of an elevated facility and encouraging the MPO, NCDOT and CSXT to develop an at-grade option for

Independence Boulevard extension and forward to the TAC for consideration. Mr. Bennett seconded the motion and it carried unanimously.

e. Resolution approving 2015 STP-DA Allocation

Mr. Knight told members that the total 2015 STP-DA fund allocation for this year is less than the amount we've received in past years. He explained that federal funds are designated on a percentage of fuel revenue that passes down from the federal government. He noted that staff is allocating only the amount of money they feel confident that will be received. That amount is \$2,000,044,000. From that will come 15% off the top for planning and for reserve funds and the FTA transfer funding, leaving the amount for the 2015 STP-DA project allocation at \$1.3 million.

Mr. Knight stated that staff issued a call for project applications in September for the 2015 STP-DA allocation. Staff received four submittals for projects, and a request from WAVE Transit. Applications were submitted from the City of Wilmington, Pender County, the Town of Carolina Beach and the Town of Leland. He said the committee reviewed the applicants using the modal target investment strategies and prioritization process to score the submittals. The committee recommended funding all projects through construction, with the exception of the Westgate Multi-use path submitted by the Town of Leland. The committee agreed to fund the preliminary engineering and design phase of the project. He noted that by funding only this phase, the Town of Leland can get the project underway. Breaking out a portion of the project cost will give the Town of Leland the opportunity to break the costs down into more manageable portions.

Mr. Knight told members that no TAP-DA applications were received during the call for projects.

Following a brief question and answer period, Ms. Matheny made the motion to support the resolution approving 2015 STP-DA Allocation and forward to the TAC for consideration. The motion was seconded by Ms. O'Hare and it carried unanimously.

f. Resolution adopting 2015 Wilmington MPO Legislative Agenda

Mr. Kozlosky reviewed the draft 2015 Wilmington MPO Legislative Agenda.

Ms. Williams made the motion to support the adoption of the 2015 Wilmington MPO Legislative Agenda and forward to the TAC for consideration. Ms. Harrington seconded the motion and it carried unanimously.

g. Election of Officers

Ms. Williams nominated Mr. Kozlosky as Chair of the TCC. Ms. Harrington seconded the nomination. Ms. Williams made the motion to close nominations and Ms. Matheny seconded the motion. The vote to elect Mr. Kozlosky as Chair carried unanimously.

Ms. Harrington nominated Mr. Bennett as Vice Chair. Ms. Williams seconded the nomination. Ms. Williams made the motion to close nominations and Ms. Matheny seconded the motion. The vote to elect Mr. Bennett as Vice Chair carried unanimously.

6. Discussion

a. Cape Fear Transportation 2040 **i Public Outreach Schedule**

Ms. Rashid told members that staff will be asking the TAC to review and adopt the draft project lists and policies for public review at their next meeting. She said staff will be holding open houses for public review and comment on the draft proposal through March. Once the public comments are received, the Modal Subcommittees and the CAC will review the comments and make any necessary revisions in May. Those changes will be presented to the TCC and TAC for consideration. The CAC members will present the final plan to the individual member jurisdictions for adoption. The final plan will come to the TAC for adoption at their December.

b. Wilmington MPO Logo

Ms. Windle reviewed several design elements for the graphic to accompany the organizational name. Mr. Kozlosky said TAC members agreed that the name needs to include "transportation" in the organizational name to help acknowledge the committee's function.

Following a brief discussion, TCC members recommended taking the suggested name change as Wilmington Area Transportation Planning Organization (WATPO) and Greater Wilmington Transportation Planning Organization (GWTPO) with the two interchange designs and the traffic circle design to the TAC for consideration.

c. Transportation Alternatives Program – Direct Attributable (TAP-DA Funding)

Mr. Kozlosky told members that because no applications for TAP-DA were received, he suggested that issuing another call for projects. He told members this year's allocation for TAP-DA is \$222,151.50.

Ms. Matheny asked staff why there were no applications for the TAP-DA funding. Mr. Kozlosky noted that projects must be bike/pedestrian related. Mr. Knight told members that another issue may be the required 20% match.

Following a brief discussion, the committee agreed to reopen the call for projects. Ms. Williams made the motion to open a call for projects for TAP-DA funds and establish a work group to review the application process for next year and forward to the TAC for consideration. Mr. Serkin seconded the motion and it carried unanimously.

Mr. Kozlosky called for volunteers to participate in the application development committee. Mr. Waring, Ms Bunch and Ms. O'Hare agreed to participate. Ms. Williams made a motion to accept Mr. Waring, Ms Bunch and Ms. O'Hare as members of the STP-DA and TAP-DA Application Review/Development Process Sub-Committee. Mr. Bennett seconded the motion and it carried unanimously.

d. STP-DA and TAP-DA Balance and Eligible Expenses

Mr. Kozlosky told members at the last meeting staff was asked to provide a list of eligible expenses for STP-DA and TAP-DA funds. He asked Mr. Knight and Ms. Strait to brief members on the Balance and Eligible Expenses for STP-DA and TAP-DA funds.

Mr. Knight told members that in FY13, we have a balance of \$238,522 in STP-DA funding. That is the un-allocated amount that will go away in FY16.

e. Town of Leland's Request to use 2013 STP-DA Reserve Funds

Mr. Kozlosky told members that following the discussions on eligible expenses for STP-DA funds at the last TCC meeting, staff received a letter from the Town of Leland requesting \$163,000 from the 2013 STP-DA reserve funds for project cost-overruns they anticipate based on an updated budget for the Old Fayetteville Multi-use Path. The intention of those funds would be to help cover cost-overruns. He noted that if the TAC approves this, staff will then move forward with a supplemental agreement between NCDOT and the Town of Leland to allocate additional funds.

Ms. Ayers suggested that TCC members look at opportunities to spend the remaining \$80,000. Mr. Kozlosky noted that a study is an appropriate way to spend remaining funds quickly. Mr. Kozlosky suggested that it would be helpful to have a list of studies that member jurisdictions desire to serve as a "go-to list" of potential planning studies for the "special-studies" line item in the UPWP or possible STP-DA reserve funds. He asked members to submit study requests by February 1st for inclusion in the packet for the next meeting. Ms. Matheny suggested sending an email request to members. Mr. Kozlosky said he will send a request to members for a list of desired planning studies over the course of the next three years from member jurisdictions.

7. Updates

Updates are included in the agenda packet.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 11:53pm.

**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.**