

**Wilmington Urban Area  
Technical Coordinating Committee  
Meeting Notes for February 10, 2016**

**Members Present:**

Mike Kozlosky, City of Wilmington  
Adrienne Harrington, TDM Coordinator  
Ken Vafier, New Hanover County  
Megan O'Hare, Pender County  
Trey Burke, Town of Navassa  
Robert Waring, Town of Leland  
Athina Williams, Town of Belville

Allen Serkin, CFCOG  
Helen Bunch, Brunswick County  
Alan Pytcher, NCDOT  
Nancy Avery, Town of Kure Beach  
Adam Snipes, NCDOT Planning Branch  
Stephanie Ayers, NC State Ports Authority  
Megan Matheny, WAVE Transit

**1. Call to Order**

Mr. Kozlosky called the meeting to order at 10:04am.

**2. Approval of Minutes**

The minutes for the meeting January 13, 2015 were approved unanimously.

**3. Presentation**

**a. Wilmington MPO 101: Transportation Projects from Conception to Construction, Suraiya Rashid**

Ms. Rashid gave a presentation on Transportation Projects from Conception to Construction. She reviewed the WMPO's role in the process of taking a project from developing the concept, out to the final steps necessary for its addition to the Statewide Transportation Improvement Program and the Metropolitan Transportation Improvement Program.

Ms. Avery asked about the distinction between items that are determined by the WMPO Transportation Advisory Committee and items that the North Carolina Board of Transportation determine.

Ms. Rashid stated that the TAC has ultimate authority over the adoption of the Comprehensive Transportation Plan, the Metropolitan Transportation Plan and the Metropolitan Transportation Improvement Program. The North Carolina Board of Transportation has ultimate authority over the Strategic Prioritization Process and the programming of the State Transportation Improvement Program. She said in the event that the TAC has an issue with something programmed with the STIP, they could stop it from happening by not adopting the MTIP because it's a federal requirement that the STIP and the MTIP match,

**4. Consent Agenda**

**a. Resolution approving STIP/MTIP Administrative Modifications (January and February)**

**b. Resolution Re-affirming Support to Increase the Ferry Tolls for the Southport and Fort Fisher Ferry**

- c. **Resolution adopting the Wilmington Urban Area MPO's 2016 Legislative Agenda**
- d. **Opening of the 30-day public comment period for STIP/MTIP Amendments (February)**

Ms. Bunch made the motion to approve the items on the consent agenda and forward to the TAC for consideration. Ms. Avery seconded to motion and it carried unanimously.

## **5. Regular Agenda**

- a. **Resolution adopting the Wilmington Urban Area MPO's Amended Memorandum of Understanding**

Mr. Kozlosky told members last year staff proposed to amend the MOU year to acknowledge the TAC as a "Board" and to change the organization name from the Wilmington Urban Area MPO to the Greater Wilmington Urban Area MPO. Because of the legislation pertaining to the Map Act, the organization name cannot be changed. Mr. Kozlosky said the amended MOU that will retain the name Wilmington Urban Area MPO, however, it reflects the actions that were taken in December by Congress in passing the FAST Act.

Ms. Avery made the motion to adopt the Wilmington Urban Area MPO's amended Memorandum of Understanding and forward to the TAC for consideration. Ms. Bunch seconded the motion and it carried unanimously.

- b. **Resolution adopting Amendments to the Wilmington Urban Area MPO's Bylaws**

Mr. Knight told members that the amendment will allow the TAC to approve the agenda at the beginning of each meeting. This will allow an opportunity to add or remove items from the meeting agenda.

Mr. Snipes made the motion to adopt the amendments the Wilmington Urban Area MPO Bylaws and forward to the TAC for approval. Mr. Waring seconded the motion and it carried unanimously.

- c. **Resolution amending the FY15-16 Unified Planning Work Program**

Ms. Bunch made the motion to amend the FY 15-16 Unified Planning Work Program. Mr. Snipes seconded the motion and it carried unanimously.

- d. **Resolution approving the 2016 TAP-DA Allocation**

Mr. Kozlosky told members that the TAC instructed staff to bring forward a resolution supporting the allocation of the 2016 TAP-DA funds in the amount of \$225,000.00 to the Town of Navassa for the multi-use path at the Town's park. He noted that they were the only entity that submitted a request for funds. This will fund a portion of their project and it is anticipated that they will submit for the remaining funds in the 2017 TAP-DA call for projects.

Ms. Williams made the motion to approve the allocation of 2016 TAP-DA funds to the Town of Navassa for construction of a multi-use path at the Town's park. Ms. Avery seconded the motion and it carried unanimously.

## **6. Discussion**

### **a. Organizational Improvements**

- i. Customer Survey
- ii. Update Strategic Business Plan

Mr. Kozlosky reminded members that the customer survey closes on February 29<sup>th</sup>. He told members that staff is working with TAC members to schedule a retreat to begin the development of the Strategic Business Plan. The date has not yet be finalized.

### **b. STIP/MTIP Modifications (February)**

Mr. Kozlosky told members that the STIP/MTIP modifications do not require a 30-day public comment period. Staff will bring the modifications back to the March meeting for consideration.

## **7. Updates**

Updates are included in the agenda packet.

## **8. Announcements**

## **9. Adjournment**

With no further items, the meeting was adjourned at 10:35am.

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.