

**Wilmington Urban Area  
Technical Coordinating Committee  
Meeting Notes for May 13, 2009**

**Members Present:**

Mike Kozlosky, City of Wilmington  
Chris O'Keefe, New Hanover County  
Ken Vafier, Pender County  
Robert Waring, Town of Leland  
Travis Barnes, Town of Navassa  
Ben Hughes, NCDOT  
Patrick Riddle, NCDOT  
Coke Gary, NCDOT  
Helen Bunch, Brunswick County  
Albert Eby, WAVE Transit

**Others Present:**

Bill McDow, City of Wilmington

**1. Call to Order**

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

**2. Approval of Minutes**

The motion to approve the minutes for the March 11, 2009 meeting carried unanimously.

**3. Old Business**

None

**4. New Business**

**a. 2009-2010 Unified Planning Work Program Amendment**

Mr. Kozlosky told members the Unified Planning Work Program (UPWP) was adopted at the March 26<sup>th</sup> TAC meeting. However, that was based on an anticipated funding for Section 5303. The federal registry was just released and we have received our allocation for upcoming fiscal year. It changed slightly so we are required to amend our UPWP. There will be a local match of 10% of \$7,298, and a DOT match of \$7,298 and then the FTA match which is \$58,384. Mr. Kozlosky told members this allocation comes through the Public Transportation Division.

Mr. O'Keefe made the motion to recommend amending the Unified Planning Work Program and forward to the TAC for consideration. Mr. Riddle seconded the motion and it carried unanimously.

**b. Wilmington MPO Public Involvement Policy**

Mr. Kozlosky told members the Public Involvement Policy was last updated in 2003-2004. Since that time the planning boundary has been expanded to include Pender County and Cape Fear Public Transportation Authority has been added as a member. Mr. Kozlosky noted that as part of the review, staff looked at the methods used to conduct public involvement. Some of the suggested modifications included the public hearing procedures during the TAC meeting, as well as the methods used to meet the federal guidelines. They include stakeholder interviews, development of opportunities to reach minority and low-income populations and the non-English speaking population, outreach and education, ways to publicize activities, and the convening of the Citizen Advisory Committee to help direct the TCC and TAC on transportation issues that

affect the public. He told members based on the existing public involvement policy, staff is required to conduct a 45-day public comment period before adoption. Staff will request the TAC open the public comment period at their next meeting. Mr. Kozlosky stated that if anyone has any comments on the policy update, please forward them on to him.

5. **Updates**

**a. Cape Fear Commutes 2035 (Citizen Advisory Committee)**

Mr. Kozlosky told members that staff has held two open-house meetings for the 2035 Long Range Transportation Plan, with several more still to be held at various locations in the MPO planning region. Staff received over 2,600 surveys back from the public thus far and is in the process of evaluating the information. The Long Range Transportation Plan should be completed and brought to this board in January of 2010 and adopted by the TAC by March 2010.

**b. WMPO Bike/Pedestrian Committee**

Mr. O'Keefe updated the group on Bicycle/Pedestrian Committee activities. He told members May is Bike Month and updated everyone on the activities planned for the month.

**c. NCDOT Project Update**

attached

6. **Announcements**

**a. WMPO BikePed Committee meeting- May 14<sup>th</sup> Meeting Cancelled**

**b. Cape Fear Commutes 2035 Public meetings – May 11<sup>th</sup> 12<sup>th</sup> 14<sup>th</sup> 18<sup>th</sup> 19<sup>th</sup> & 21<sup>st</sup>**

**c. Cape Fear Commutes Committee Meeting – June 3<sup>rd</sup>**

7. **Adjournment**

With no further items, the meeting was adjourned at 10:40 am.