

Meeting Minutes
Wilmington Urban Area Metropolitan Planning Organization
Transportation Advisory Committee
Date: March 26, 2014

Members Present:

Laura Padgett, Chair, City of Wilmington
Pat Batleman, Vice-chair, Town of Leland
Eulis Willis, Town of Navassa
Frank Williams, Brunswick County
Hank Miller, Town of Wrightsville Beach
Joe Breault, Town of Belville
Michael Lee, NC Board of Transportation
Jonathan Barfield, Cape Fear Public Transportation Authority

Staff Present:

Mike Kozlosky, Executive Director

1. Call to Order

Ms. Padgett called the meeting to order at 4:00pm.

2. Conflict of Interest Reminder

Ms. Padgett 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 Minutes

The minutes for the February 26th meeting were approved unanimously.

4. Public Comment Period

Mr. Andy Koeppel addressed members regarding the minimum problem statements for new projects in Prioritization 3.0 that will intersect with US 74/76. He told members he's concerned that those projects may impact the upgrading of US 74/76 to Interstate standards. He also noted his concern regarding the College Road and Oleander Drive intersection improvement project and how it relates to the extension of Independence Boulevard to Martin Luther King, Jr Parkway. Mr. Koeppel told members he would also request that TAC members endorse the Cape Fear Public Transportation Authority's TIGER Grant application for funding to purchase new compressed natural gas buses.

5. Presentation

a. Transportation Demand Management

Ms. Harrington gave a presentation on the Transportation Demand Management Program. She reviewed the goals and objectives set by the Committee. Ms. Harrington told members that staff will continue analyzing data in preparation for writing the 5-year and 25-year plans.

Ms. Padgett suggested staff consider a small vehicle shuttle service between residential neighborhoods and businesses in areas like Mayfaire and Autumn Hall along Eastwood Road as a viable option for a Transportation Demand Management initiative.

6. Consent Agenda

a. Opening of the 30-day public comment period for STIP/MTIP Amendments

Ms. Batleman made the motion to open the 30-day public comment period for the STIP/MTIP Amendments. Mr. Frank Williams seconded the motion and it carried unanimously.

7. New Business

a. Resolution amending the 2013-2014 Unified Planning Work Program (UPWP)

Mr. Kozlosky told members staff proposes to amend the 2013-2014 UPWP to increase the funds in the Traffic Count Volume line item in the amount of \$10,000 and reduce the amount in the Special Studies line item by \$10,000. He noted that this is based on the expenditures to date and the anticipated expenditures through the end of the fiscal year.

Mr. Barfield made the motion to amend the 2013-2014 UPWP. Ms. Batleman seconded the motion and it carried unanimously.

b. Resolution approving the 2014-2015 Unified Planning Work Program (UPWP)

Mr. Kozlosky told members that the MPO's budget for the 2014-2015 fiscal year includes Section 5303 funds and \$200,000 in flex funds from the STP-DA program. The budget identifies \$70,000 in the Special Studies line item, but the studies have not been identified to date. He stated that staff did not receive any comments during the public comment period.

Mr. Breault made the motion to approve the 2014-2015 UPWP. Mr. Barfield seconded the motion and it carried unanimously.

c. Resolution certifying the Transportation Planning Process

Mr. Kozlosky told members the MPO is required to conduct the planning process in a continuing, cooperative and comprehensive manner per Federal code. The MPO is required to be in compliance with Title VI of the Civil Rights Act and also in compliance/consideration of the Disadvantaged Business Enterprises and the Americans with Disabilities. The MPO is required to have an adopted transportation plan. The resolution certifies that the MPO is in compliance with the Transportation Planning Process.

Mr. Frank Williams made the motion certifying the Transportation Planning Process. Ms. Batleman seconded the motion and it carried unanimously.

d. Resolution supporting New Hanover County's application to be a participant in the "Watch for Me NC" Campaign

Ms. Harrington told members that NCDOT has created the "Watch for Me NC" Campaign to reduce pedestrian and bicycle injuries and deaths through a comprehensive and targeted approach for public education and police enforcement. New Hanover County has expressed an interest in applying to be a participant in the campaign. If approved, they will act as the lead-agency for the campaign. The application is due by April 17th and the campaign will kick off in conjunction with the start of the school year in August.

Mr. Williams made the motion to support New Hanover County's application to be a participant in the "Watch for Me NC" Campaign. Mr. Lee seconded the motion and it carried unanimously.

e. Resolution adopting the minimum problem statements for new projects in Prioritization 3.0

Mr. Kozlosky told members that the new projects submitted for Prioritization 3.0 require a minimum problem statement because they will be used during the prioritizing process.

Mr. Miller asked if staff could provide an update on the Independence Boulevard extension at a future meeting. Mr. Kozlosky said staff will update members at the next meeting.

Mr. Barfield made the motion to adopt the minimum problem statements for the new projects in Prioritization 3.0. Ms. Batleman seconded the motion and it carried unanimously.

f. Resolution requesting the Wilmington MPO as the federal designee for Section 5310 funding

Ms. Rashid told members the Wilmington MPO receives a direct allocation for Section 5310 funding as a TMA; however, the designated recipient of the funds must be declared. Staff has been working closely with the FTA and CFPTA on the process for receiving the allocation. The group looked at other TMAs across the state and found that the MPOs themselves are the designated recipients.

Mr. Williams said he has observed that federal funding is often one-time funds; and, there may still be expenses associated with them once those funds run out. He asked if there is any chance that the MPO would have recurring expenses once the funds are spent. Ms. Rashid stated that Section 5310 is different than other FTA funding sources in that it's more like a grant. She told members that depending on the nature of the projects, the funds could be used for capital projects or operating expenses. She said that would be part of the discussion when establishing the project criteria. Mr. William told members that the MPO must make sure not to obligate ourselves to something we're going to have to fund once that funding runs out. He said that should be noted when establishing the criteria.

Ms. Padgett asked if CFPTA has a project they want to use this money for, must their request come before the TAC to be approved? Ms. Rashid said that is correct.

Mr. Williams made the motion to approve the resolution requesting that the Wilmington MPO serve as the federal designee for Section 5310 funding. Ms. Batleman seconded the motion and it carried unanimously.

g. Resolution supporting the Transportation Investment Generating Economic Recovery (TIGER) Discretionary Grant for the Cape Fear Public Transportation Authority (CFPTA)

Ms. Padgett told members that TIGER grant funding application announcements come with very short notice. She stated that CFPTA was not able to line up sources for the required matching funds by the deadline date for the application. Ms. Padgett said due to CFPTA's inability to secure the matching, they requested that the resolution be withdrawn.

Ms. Padgett made the motion to withdraw the resolution supporting CFPTA's TIGER grant application from the agenda. Ms. Batleman seconded the motion and it carried unanimously.

h. Resolution supporting the increase in tolling fares for the Fort Fisher/Southport Ferry

Mr. Frank Williams told members that he saw a presentation on the increase in tolling fares at the RPO meeting and they will consider a resolution of support at their next meeting. He noted that the Southport/Oak Island RPO representatives support the increase.

Mr. Williams made the motion to support the increase in tolling fares for the Fort Fisher/Southport Ferry. Mr. Barfield seconded the motion and it carried unanimously.

7. Discussion

a. Surface Transportation Program-Direct Attributable and Transportation Alternatives Program-Direct attributable Selection Criteria

Mr. Kozlosky told members the MPO has been through two calls for STP-DA and TAP-DA projects. He said staff put the item on the agenda in an effort to determine what TAC members would like to see done differently in the disbursement of the future funds. He noted that TCC members have expressed concerns regarding counties having an opportunity to receive points for projects they submit. Staff wanted to receive feedback from TAC members on modifying the process.

Ms. Batleman asked if staff has specific examples of a project that a county wanted to put through this funding process and the project didn't meet the criteria. Ms. Harrington told members it appears that Pender County will have a few opportunities where a developer may be willing to contribute toward the 20% match. In the 2014 TAP-DA application submittals, New Hanover County submitted an application where a developer contributed toward their 20% match. Some TCC members are requesting that counties receive extra points if a developer is willing to contribute to the required match.

Mr. Kozlosky told members another consideration is if the funds are used at the Division level, they have an impact to our Division share. But if they are used on Regional projects, they come off the top and don't have an impact to the Division share. He noted that staff will be meeting with Ms. Fussell to discuss this because these funds are allocated to the Wilmington MPO since we are a TMA. If we were to put those funds on a Regional project, we would want to ensure that at least \$3 million comes to the Wilmington area in the Division funds.

Ms. Padgett suggest that all members look back at the process over the last two years and decide whether or not everyone feels they were treated fairly and had an equal opportunity to get the projects funded. She said she felt that staff created an objective points system for making project recommendations.

Mr. Breault told members he would like to make sure that the needs of smaller towns are given more weight proportionally speaking. Although the City of Wilmington will always have a greater demand, it does not mean a small town should not be given equal consideration because they are small and don't serve the same number of people.

Mr. Williams asked if it's possible to submit a joint project; and if so, maybe that is something that should be pointed out specifically in the criteria if feasible. Mr. Kozlosky told members that jurisdictions may submit a joint project but it requires a commitment for the local match from each of the jurisdictions.

8. Updates

Project updates for the Cape Fear River Work Group, the Wilmington MPO, CFPTA and NCDOT Division and Planning Branch are included in the agenda packet.

10. Adjournment

With no further business, the meeting was adjourned at 4:50 PM

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.**