

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for June 10, 2015**

Members Present:

Suraiya Rashid, City of Wilmington
Adrienne Harrington, TDM Coordinator
Ed Parvin, Town of Carolina Beach
Ken Vafier, New Hanover County
Patrick Riddle, NCDOT Division 3
Robert Waring, Town of Leland
Allen Serkin, Cape Fear COG
Megan O'Hare, Pender County

Trey Burke, Town of Navassa
Helen Bunch, Brunswick County
Denys Vielkanowitz, City of Wilmington
Athina Williams, Town of Belville
Nancy Avery, Town of Kure Beach
Zach Steffey, Town of Wrightsville Beach
Adam Snipes, NCDOT Planning Branch
Stephanie Ayers, Port of Wilmington

1. Call to Order

Ms. Rashid called the meeting to order at 10:00am.

2. Approval of Minutes

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

3. Presentations

a. Draft Cape Fear Transportation 2040 Plan

Ms. Rashid told members that the finalized draft plan will be presented to the TCC and TAC for review in July. In August and September, staff will attend member jurisdiction meetings to request adoption of the plan. She said the plan will come back to the TCC at the November meeting, and then to the TAC for final adoption at their December 9th meeting.

Ms. Rashid and Ms. Harrington reviewed the changes suggested by the modal subcommittees after reviewing the comments and input received during the public comment period. Ms. Rashid told members that those changes will be presented to CAC members for review.

4. Consent Agenda

a. Resolution supporting the Section 5310 Program Management Plan

b. Resolution adopting the 2016 Surface Transportation Program-Direct Attributable (STP-DA) Submittal Guide and Process

c. Resolution adopting the 2016 Transportation Alternatives Program-Direct Attributable (TAP-DA) Submittal Guide and Process

Ms. Rashid asked to pull items b. and c. from the consent agenda for discussion.

Ms. Avery made the motion to approve the consent agenda without items b. and c. and forward to the TAC for consideration. Mr. Parvin seconded the motion and it carried unanimously.

Ms. Rashid told members she requested that items b. and c be pulled to allow Mr. Knight an opportunity to review the new submittal guide for STP-DA and TAP-DA funding applications.

Mr. Knight told members that the most significant change in the application processes is the addition of a mandatory project management training meeting. Mr. Knight noted that member entities will be ineligible to apply for STP-DA and TAP-DA funding for that year if their staff does not attend the project management training.

Mr. Knight reviewed the timeline for the 2016 application submittal processes. He said the WMPO staff will ask the Local Government Agencies (LGA) to communicate their interest in applying for DA funds. The Mandatory Project Management training will take place in August. Staff will issue the call for projects in September. Pre-application meetings will be held with LGAs in October and final applications are due in November. Project funding recommendations will be released in January 2016.

Mr. Knight briefly reviewed the LGA responsibilities in managing STP-DA and TAP-DA projects. He reminded members that information will be provided in detail at the project management meeting in August.

Following a question/answer period, Mr. Waring made the motion to adopt the 2016 Surface Transportation Program-Direct Attributable (STP-DA) Submittal Guide and Process, and forward to the TAC for consideration. Ms. Harrington seconded the motion and it carried unanimously.

Ms. Bunch made the motion to adopt the 2016 Transportation Alternatives Program-Direct Attributable (TAP-DA) Submittal Guide and Process and forward to the TAC for consideration. Ms. Ayers seconded the motion and it carried unanimously.

5. Regular Agenda

a. Resolution adopting the 2016-2025 State/Metropolitan Transportation Improvement Program

Ms. Rashid told members a public hearing was held last month for the 2016-2025 State/Metropolitan Transportation Improvement Program. She said changes that were made from the draft release were to add the STP-DA and TAP-DA projects to the STIP/MTIP and to consolidate two intersection projects (Carolina Beach Road intersection and College Road intersection projects) into one project.

Ms. Avery made the motion to adopt the 2016-2025 State/Metropolitan Transportation Improvement Program and forward to the TAC for consideration. Mr. Burke seconded the motion and it carried unanimously.

b. Resolution encouraging the City of Wilmington, Wilmington MPO, North Carolina Department of Transportation and Cape Fear Public Transportation Authority to develop a Memorandum of Understanding for the development of the future Wilmington Multi-modal Transportation Center

Ms. Rashid told members the resolution came about as a result of discussions between the City of Wilmington, the MPO, NCDOT and Cape Fear Public Transportation Authority in an effort to create a way to move the Multi-modal Transportation Center forward. The MOU would lay out how the entities will interact in terms of bring the project to fruition.

Mr. Serkin made the motion to support the resolution encouraging the City of Wilmington, Wilmington MPO, North Carolina Department of Transportation and Cape Fear Public Transportation Authority to develop a Memorandum of Understanding for the development of the transit portion of the future

Wilmington Multi-modal Transportation Center and forward to the TAC for consideration. Ms. Avery seconded the motion and it carried unanimously.

6. Discussion

a. Amendment to the Meeting Calendar for a July Meeting (July 8)

Ms. Rashid told members that staff is proposing to add a meeting to the calendar for July 8th.

Ms. Bunch made the motion to add July 8th to the TCC meeting calendar. Mr. Vafier seconded the motion and it carried unanimously.

7. Updates

Updates are included in the agenda packet.

8. Announcements

8. Adjournment

With no further items, the meeting was adjourned at 11:01am.

**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.**