

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for April 13, 2016**

Members Present:

Mike Kozlosky, City of Wilmington
Don Bennett, City of Wilmington
Ed Parvin, Town of Carolina Beach
Suraiya Motsinger, TDM
Megan O'Hare, Pender County
Trey Burke, Town of Navassa
Robert Waring, Town of Leland
Athina Williams, Town of Belville

Allen Serkin, CFCOG
Brad Schuler, New Hanover County
Helen Bunch, Brunswick County
Whitney Prease, ILM
Patrick Riddle, NCDOT
Adam Snipes, NCDOT Planning Branch
Megan Matheny, WAVE Transit

Others Present

Ron Lucas, FHWA

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:01am.

2. Approval of Minutes

The minutes for the meeting March 13, 2016 were approved unanimously.

3. Presentation

a. Transportation Demand Management Activities Update, Adrienne Harrington, WMPO

Mr. Kozlosky told members that Ms. Harrington was unable to attend today's meeting and the presentation will be moved to next month's meeting.

b. Wilmington Urban Area MPO Website Update, Britt Strait, WMPO

Ms. Strait gave a presentation previewing the new MPO Website. Ms. Strait reviewed the home-page and four of the interior pages and talked about the new format for the information contained on the website. She told members that the website should be "live" by mid-May. A brief question/answer and discussion period followed the presentation.

c. Cape Fear Regional Bike Plan, Allen Serkin, CFRPO

Mr. Serkin gave a presentation on the Cape Fear Regional Bike Plan. He told members that the plan is a collaboration between NCDOT's Bike Pedestrian Division, the Cape Fear Council of Governments and Alta Planning and Design. Mr. Serkin reviewed the guiding concepts and the economic development aspects of the plan. He told members they are currently working on the Public and Stakeholder Engagement element of the plan. He invited members to participate in the plan's public engagement efforts.

d. STI Prioritization Process, Suraiya Motsinger, WMPO

Ms. Motsinger gave a presentation on NCDOT's Statewide Transportation Improvement Prioritization 4.0 Process. A brief question/answer and discussion period followed the presentation.

4. Consent Agenda

- a. **Resolution Authorizing the Executive Director to Enter into an Agreement with the City of Wilmington and NCDOT for the Rail Re-alignment Feasibility Study**
- b. **Resolution to Dissolve the Citizen Advisory Committee**
- c. **Resolution Amending the Wilmington Urban Area MPO Bylaws**
- d. **Opening of the 30-day Public Comment Period for STIP/MTIP Amendments (April)**

Mr. Kozlosky asked the items 4.c. be pulled for discussion.

Ms. Bunch made the motion to approve items a., b. and d. on the consent agenda and forward to the TAC for consideration. Mr. Parvin seconded to motion and it carried unanimously.

Mr. Kozlosky told members that under Article IV – Officers, Section I - Officers Defined staff recommended changing A member of the staff of the City of Wilmington Development Services Department will serve as Secretary to the Committee toA member of the staff of the Wilmington Urban Area Metropolitan Planning Organization will serve as Secretary to the Committee.

Mr. Snipes made the motion to amend the Wilmington Urban Area MPO Bylaws and forward to the TAC for consideration. Mr. Bennett seconded the motion and it carried unanimously.

5. Regular Agenda

- a. **Resolution adopting the Wilmington Urban Area MPO's Mission Statement**

Mr. Kozlosky told members that staff is working through some organizational improvements that were suggested in the 2016 Organization Survey's SWOT Analysis. One of the suggestions was to create a more concise mission statement for the organization.

Mr. Schuler suggested that the word "plans" be changed to "planning efforts" because the MPO does more than just make long-range plans.

Ms. Motsinger made the motion to adopt the Wilmington Urban Area MPO's Mission Statement as amended and forward to the TAC for consideration. Mr. Bennett seconded the motion and it carried unanimously.

6. Discussion

- a. **Draft Local Input Points Assignment**

Mr. Kozlosky told members that staff has not yet received the results from the Statewide Tier and Regional scores. He said staff was notified that the information will be sent out by noon today. He noted that the draft point assignment will be forwarded to members once it's received. Mr. Kozlosky told members that SPOT has extended the deadline for submission of Regional point assignments to June 30th. Staff will bring the draft document to the next meeting along with the opening of the public comment period. That will allow for the adoption of the Regional tier point assignment by the June 30th deadline.

b. Organizational Improvements

Mr. Kozlosky told members that staff is working on the improvements to the organization as suggested from the survey and the TAC retreat in early March. Based on that retreat, staff is working with the TAC on the suggestions for inclusion in the strategic business plan as the goals for the organization.

7. Updates

Updates are included in the agenda packet.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 10:43am.

**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.**