

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Notes for July 9, 2014**

Members Present:

Mike Kozlosky, Wilmington MPO

Helen Bunch, Brunswick County

Don Bennett, City of Wilmington

Adrienne Harrington, TDM Coordinator

Karyn Crichton, New Hanover County

Ed Parvin, Town of Carolina Beach

Athina Williams, Town of Belville

Nora McCann, NCDOT Transportation Planning Branch

Megan Matheny, WAVE Transit

James Burke, Town of Navassa

Patrick Riddle, NCDOT Division 3

Ashli Barefoot, Town of Leland

Allen Serkin, Cape Fear COG

Kyle Breuer, Pender County

Others Present:

Corey Knight, WMPO Engineer

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:03 am.

2. Approval of Minutes

The minutes for the June 11, 2014 meeting were approved unanimously.

3. Presentation

a. Project Submittals for STP-DA and TAP-DA projects

Ms. Harrington and Mr. Knight gave a presentation on the Project Submittals for STP-DA and TAP-DA projects and the lessons learned from the last round of project submittals. Mr. Knight told members that staff wanted to review the common themes heard and the items missed during last year's applications process prior to this year's call for projects. He noted that many of the project submittals did not include design and administrative fees over-and-above the construction costs. Right-of-way acquisition and construction inspection services should be included in the project cost estimate. He suggested that a contingency fund should also be included as part of the budget submittal. Following the presentation Ms. Harrington told members the project review committee will be accepting applications for early review in October and the final deadline for project submittals will be November 17th.

4. Consent Agenda

a. Resolution approving the STIP/MTIP Amendments (May)

b. Opening of the 30-day public comment period for STIP/MTIP Amendments (July)

c. Resolution encouraging Congress to approve a Transportation Re-authorization Bill prior to the expiration of MAP-21

Mr. Serkin made the motion to approve the items on the consent agenda and forward to the TAC for consideration. Mr. Bennett seconded the motion and it carried unanimously

5. Regular Agenda

a. Approval of the "Draft" Local Input Methodology Ranking and Scoring

Mr. Kozlosky told members that based on the adopted local input methodology, staff provided a recommended assignment of points at the Regional and the Division Tiers. He noted that in scoring projects, the Department used a threshold of \$40 million at the Regional Tier and \$30 million at the Division Tier for their assignment of local input points. Any projects over that threshold were not given points because they were deemed too expensive. Staff agreed with their methodology and recommended that points not be assigned to projects exceeding that cost threshold because it is very unlikely that those projects will be funded.

Ms. Bunch asked if it would be possible take projects that were determined to be too expensive and break them down into sections so that they might rank higher and be eligible for funding. Mr. Kozlosky said he thought that would be possible in Prioritization 4.0.

Mr. Kozlosky told members the next step in the process is to take the recommended "draft" ranking and scoring for projects to the TAC for consideration and if approved, open the public comment period. TAC members will approve a final list of projects at their August 27th meeting.

Ms. Crichton made the motion to approve the draft ranking and scoring for projects in Prioritization 3.0 and forward to the TAC for consideration. Ms. Harrington seconded the motion and it carried unanimously.

b. Opening of the Public Comment Period on the Local Input Methodology

Ms. Matheny made the motion to support the opening of the Public Comment Period on the "draft" ranking and scoring for projects and forward to the TAC for consideration. Ms. McCann seconded the motion and it carried unanimously.

c. Resolution approving Point Sharing in the Local Input Methodology

Mr. Kozlosky told members that point sharing is allowed based on conversations with NCDOT. The Cape Fear RPO approached the MPO regarding the possibility of transferring points to projects within the MPO's planning area boundary. The RPO will determine if they have points available to share at their meeting in mid-August. If those points are available, the MPO must have a mutually agreed upon process for the transfer of points. That can be done by resolution from both entities supporting the transfer of points. The TAC would have to approve the points in their final methodology.

Ms. Barefoot made the motion to support the transfer of points from the Cape Fear RPO to the Wilmington MPO so long as the TAC approves of the allocation of points to the requested projects and forward to the TAC for consideration. Ms. Bunch seconded the motion and it carried unanimously.

6. Discussion

a. Performance measures for MAP-21

Ms. Rashid told members that FHWA and FTA issued a Notice of Proposed Rulemaking on revisions to the regulations governing the development of metropolitan transportation plans and programs for urbanized areas. They are soliciting comments on the proposed rulemaking. The comments are due by September 2nd.

Ms. Rashid told members that staff drafted a memo in response to the revisions on the key items that will affect the MPO. She noted that some of the key issues are performance management requirements, state funding, MTP and TIP changes. Ms. Rashid told members it's anticipated that in

order to comply with the changes, an additional 1,800 hours of staff time will be needed. She noted that the changes will not affect the 2040 MTP that is due December of 2015, but it would affect the next MTP. Ms. Rashid reviewed the information contained in the memo and encouraged members to go to the website link provided within the memo for more details on the revisions to the regulations. She noted that staff will be bringing a resolution providing comments on Performance Measures for MAP-21 to the next meeting for consideration.

b. NCDOT Bike/Pedestrian - STI

Mr. Kozlosky told members that staff sent an email notifying members that NCDOT Bike/Pedestrian Division is requesting letters of local commitment for Bike/Pedestrian projects in SPOT Prioritization 3.0. He noted that a template was included with the email and the letters are due back by August 29th.

Mr. Kozlosky said because the state match for bike/pedestrian projects has been removed by the Legislature, the State will provide the 80% Federal fund pass-through and they need a commitment from local jurisdictions stating that they are willing to fund the remaining 20% of those projects. He noted that the letters are not binding and jurisdictions will still need to complete a municipal agreement for each of the selected projects.

7. Updates

Updates are included in the agenda packet.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 11:17am.

**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.**