

**Wilmington Urban Area  
Technical Coordinating Committee  
Meeting Minutes for October 12, 2016**

**Members Present:**

Mike Kozlosky, City of Wilmington  
Don Bennett, City of Wilmington  
Suraiya Motsinger, TDM  
Ed Parvin, Town of Carolina Beach  
Ken Vafier, New Hanover County  
Stephanie Ayers, NC Ports  
Ashli Barfoot, Town of Leland

Helen Bunch, Brunswick County  
Allen Serkin, Cape Fear COG  
Megan Matheny, CFPTA  
Tray Burke, Town of Navassa  
Nazia Sarder, NCDOT Planning Branch  
Alan Pytcher, NCDOT Division 3  
Megan Crowe, Pender County

**1. Call to Order**

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

**2. Approval of Agenda**

Mr. Kozlosky told members that there are two modifications to the agenda. The first is to add a presentation by NCDOT's Ferry Division regarding the statewide support vessels. The other modification is to remove item 6.a. from the agenda because it is no longer an option.

Ms. Bunch made the motion to approve the amended agenda. Mr. Bennett seconded the motion and it carried unanimously.

**3. Approval of Minutes**

Ms. Bunch noted a correction to the minutes. In the 1<sup>st</sup> paragraph of page 2, it should read Ms. Harrington, not Mr. Harrington. With that correction noted, the minutes for the September 14, 2016 meeting were approved unanimously.

**4. Presentations**

**a. NCDOT Project Update, Katie Hite and David Leonard, NCDOT**

Ms. Katie Hite and Mr. David Leonard, Engineers with NCDOT Division 3 gave a presentation on committed and non-committed projects within the WMPO Boundary in the 10 year STIP. Ms. Hite reviewed the purpose/goals for each project and the anticipated dates for right-of way acquisition and letting. A brief question/answer period followed.

**b. Cape Fear Public Transportation Authority Locally Coordinated Plan, Vanessa Lacer, CFPTA**

Ms. Vanessa Lacer, Mobility Manager with CFPTA gave a presentation on the Draft Locally Coordinated Plan for Cape Fear Public Transportation Authority. She told members that the plan is federally mandated and Sections 3 through 5 of the Plan are requirements of the FTA. She reviewed the plan and talked about how the data was collected and the steps involved in developing the plan. Ms. Lacer noted that the public comment period opens Friday, October 14<sup>th</sup>.

**c. NCDOT Ferry Division Presentation, Lance Winslow and Catherine Peele, NCDOT Ferry Division's Marine Maintenance Unit**

Ms. Peele, Environmental Specialist for the NCDOT Ferry Division gave a presentation highlighting the needs of the Ferry Division's maintenance support fleet that included pictures of the current condition of the Marine Maintenance Unit's vessels. Ms. Peele explained that the vessels are used to support maintenance at the ferry terminals which include navigation aid maintenance, moving

dredging equipment, and maintenance of dolphins, ramps and bulkhead repairs. She told members that the three tugs range in age from 33 to 39 years and the three barges range from 48 to 52 years of age. Ms. Peele noted that the recommended life expectancy for these types of vessels is 30 years.

Mr. Serkin told members that these vessels support the entire fleet. He noted that the purpose of the Ferry Division's presentation is to advocate for the Project support in Prioritization 4.0. In Prioritization, Divisions 1, 2 and 3 all share points to provide to this project and they need the MPOs and RPOs to agree to share points for this project.

A brief question/answer period followed.

## **5. Consent Agenda**

- a. **Opening of the 30-day public comment period for STIP/MTIP Amendments (October)**
- b. **Resolution approving STIP/MTIP Amendments (August)**
- c. **Resolution approving STIP/MTIP Modifications (September)**

Mr. Vafier made the motion to approve the consent agenda and forward to the Board for consideration. Mr. Serkin seconded the motion and it carried unanimously.

## **6. Regular Agenda**

- a. **Resolution encouraging NCDOT to use fund balance from the Southport/Fort Fisher Ferry Tolls to provide the funding from Division 3 for the purchase of the Statewide Support Vessel**  
Removed from the agenda

- b. **Resolution supporting Division Needs tier point sharing for the Statewide Support Vessel**  
Mr. Kozlosky told members that the RPO indicated a desire to share points with the MPO for the Statewide Support Vessel. In order to share points, it requires agreement between both entities.

Mr. Serkin told members that the RPOs in the eastern part of the State all feel like these support vessels are important and the ferry system is important for operation of the transportation system in this part of our state. He noted that they recognize that the ferry vessel projects didn't score well on the MPOs prioritization criteria to be eligible for points so the RPO is happy to offer the points to make up the difference.

Ms. Bunch asked how the project will fare without the support of the MPO points as well. Mr. Serkin said it is his understanding that it will not be funded. It crosses three division boundaries and has so many RPOs and MPOs involved, the only way for it to be funded is to get full local input points from each of the MPOs and RPOs and from the Divisions. The complication is to figure out how do you know whether a project scores high enough to get funded out of three Divisions separately. They decided if it gets full local input points, then it only has to score high enough to get funded in any of the three Divisions that it falls in. Mr. Serkin said it looks like the project will probably score high enough to be funded in both Divisions 1 and 2, but probably not score high enough to get funded in Division 3; but, it would still get funded provided that it gets full local input points from the MPOs, RPOs and Divisions.

Mr. Kozlosky noted that the resolution is only proposing to assign the 16 points from the RPO. This is not a proposal to assign any of the MPO points to this project.

Ms. Bunch told members that her concern is that the Ferry System has to have the support of the other vessels to make it operational and if it is determined that the only way that can happen is that everybody has to give some points, then we all need to do that.

Following further discussion on the revenue and funding issues, Mr. Kozlosky suggested moving the resolution on to the Board for consideration.

Mr. Serkin made the motion to approve the resolution supporting Division Needs tier point sharing for the Statewide Support Vessel and forward to the Board for consideration. Ms. Crowe seconded the motion and it carried unanimously.

**c. Resolution approving the MPO's Division Needs Point Assignment for Prioritization 4.0**

Mr. Kozlosky told members that no comments were received during the Public Comment period on the proposed point assignment for Prioritization 4.0.

Ms. Matheny asked how the shared points are reflected in the point assignment matrix. Ms. Motsinger explained that points are shown with an asterisk to explain that the points are contingent on the RPO approving the allocation of those 16 points.

Ms. Matheny made the motion to approve the MPO's Division Needs Point Assignment for Prioritization 4.0 with language included to indicate that the points shared will be identified or notated by asterisk, and forward to the Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

**d. Resolution authorizing the MPO to enter into the FY 16-17 Section 5303 Agreement between the City of Wilmington, Wilmington MPO and Cape Fear Public Transportation Authority (CFPTA)**

Mr. Kozlosky explained that agreement proposes to appropriate 70% of the Section 5303 funds to CFPTA for long-range planning initiatives. The agreement goes before the Board on an annual basis.

Ms. Matheny made the motion to approve the resolution authorizing the MPO to enter into the FY 16-17 Section 5303 Agreement between the City of Wilmington, Wilmington MPO and CFPTA and forward to the Board for consideration. Mr. Serkin seconded the motion and it carried unanimously.

**e. Resolution supporting the Wilmington MPO's submission of a NCDOT FY 2018 Transportation Demand Management Grant and provide the required local match**

Mr. Bennett made the motion to approve the resolution supporting the Wilmington MPO's submission of a NCDOT FY 2018 Transportation Demand Management Grant and provide the required local match and forward to the Board for consideration. Ms. Bunch seconded the motion and it carried unanimously.

**f. Resolution amending the TCC adopted meeting calendar for an additional November meeting**

Mr. Kozlosky told member that the Board requested a joint meeting with TCC members. He said details will be announced at the next meeting.

Ms. Bunch made the motion at amend the TCC adopted meeting calendar to add an additional meeting for November. Mr. Vafier seconded the motion and it carried unanimously.

## **7. Discussion**

### **a. MPO Strategic Business Plan**

Mr. Kozlosky told members that staff developed draft objectives and strategies and will bring those to the next Board meeting for review and discussion at their next meeting.

### **b. Public Participation Plan**

Mr. Lopez gave a presentation on the changes to the Public Participation Plan. He told members that the proposed changes to the plan include adding a table of contents, added information regarding the Bike/Ped committee, and the requirements from the FAST Act. Mr. Lopez said staff also added language regarding Environmental Justice in an effort to provide more information and clarity to the Plan.

### **c. Social Media Administrative Policy**

Mr. Lopez presented information on the new the Social Media Administrative Policy. He reviewed the types of information that can be accessed through the social media sites.

Mr. Kozlosky told members that one of the things suggested on the SWOT analysis was that the MPO needs to get more involved in social media. He noted that in order to do that, the Public Participation Plan needed to be amended. Amendments to the Plan require a 45-day public comment period. Staff will bring the updated Public Participation Plan and the Social Media Administrative Policy before the TCC and the Board at the November meetings to open the Public Comment period.

A brief question/answer and discussion period followed.

### **d. TDM Commuter Challenge**

Mr. Kozlosky told members that the commuter challenge begins October 17<sup>th</sup> through October 30<sup>th</sup>. He reminded members to register to participate in the challenge.

## **8. Updates**

Updates are included in the agenda packet.

## **9. Announcements**

## **10. Adjournment**

With no further items, the meeting was adjourned at 11:30am.

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.