

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Minutes for September 14, 2016**

Members Present:

Don Bennett, City of Wilmington
Suraiya Motsinger, City of Wilmington
Ed Parvin, Town of Carolina Beach
Adrienne Harrington, TDM
Sam Burgess, New Hanover County
Athina Williams, Town of Belville
Stephanie Ayers, NC Ports
Helen Bunch, Brunswick County

Megan Crowe, Pender County
Megan Matheny, CFPTA
Tray Burke, Town of Navassa
Zach Steffey, Town of Wrightsville Beach
Nazia Sarder, NCDOT Planning Branch
Alan Pytcher, NCDOT Division 3

1. Call to Order

Mr. Bennett called the meeting to order at 10:07am.

2. Approval of Agenda

With no changes to the meeting agenda, Ms. Bunch made the motion to approve the agenda. Mr. Parvin seconded the motion and it carried unanimously.

3. Approval of Minutes

The minutes for the August 17, 2016 meeting were approved unanimously.

4. Presentations

a. Bike Share Programs, Katie Sargeant and Erick Sims with Gotcha Bikes

Ms. Sargeant told members that Gotcha Bikes has just completed the contract phase with UNCW and are moving on to bike production for the college. They anticipate the system will go live in early November which will start with seven stations and 70 bikes on their campus. She talked about the pricing structure and options available if others are interested in establishing a bike share system.

Mr. Sims reviewed the Gotcha bike features and the technology offered with their bike share system. He explained how users access the bikes through Gotcha system's hubs on the UNCW campus. He discussed how the bikes are tracked using GPS technology and how data can be gathered and used to determine the program's success.

Following their presentation, a brief question/answer period followed.

5. Consent Agenda

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

b. Opening of the 14-day public comment for Prioritization 4.0 Division Needs Local Input Point Assignment

c. Resolution approving STIP/MTIP Modifications (August)

Mr. Bennett told members that he received an email from Mr. Serkin asking that item 5. b. be pulled from the consent agenda.

Ms. Crowe made the motion to approve items a. and c. on the consent agenda and forward to the WMPO Board for consideration. Mr. Harrington seconded to motion and it carried unanimously.

Ms. Motsinger told members that Mr. Serkin asked that item b. be pulled from the agenda because he wanted to let members know that there may be interest in the sharing of local input points from the RPO to the MPO for a Ferry Project (# F-13001 a statewide support vessel). Ms. Motsinger said staff will be bring this information to the Board for consideration. She said no action is required at this time regarding the point sharing.

Ms. Motsinger stated that the item b. on the consent agenda is for the purpose of open the 14-day public comment for Prioritization 4.0 Division Needs Local Input Point Assignment.

Mr. Burgess made the motion to open the public comment for Prioritization 4.0 Division Needs Local Input Point Assignment. Ms. Harrington seconded the motion and it carried unanimously.

6. Regular Agenda

a. Resolution approving an Amendment to the Wilmington Urban Area MPO Bylaws

Ms. Motsinger told members that based on discussions regarding member absences at last month's Board meeting, staff was instructed to bring an amendment to the bylaws regarding excused/unexcused absences and alternate member attendance to the Board at the next meeting.

Following a brief question/answer period, Ms. Bunch made the motion to approve the Amendment to the Wilmington Urban Area MPO Bylaws and forward to the Board for consideration. Mr. Burgess seconded the motion and it carried unanimously.

b. Resolution requesting the North Carolina Department of Transportation provide notifications and implement restrictions for work on the Cape Fear Memorial Bridge

Ms. Motsinger told members that at the August meeting, Board members decided to separate the resolutions regarding the Cape Fear Memorial Bridge This resolution is a request asking NCDOT to provide advance notification and implement restrictions for work occurring on the Cape Fear Memorial Bridge.

Ms. Williams made the motion to approve the resolution requesting the North Carolina Department of Transportation provide notifications and implement restrictions for work on the Cape Fear Memorial Bridge and forward to the Board for consideration. Ms. Matheny seconded the motion and it carried unanimously.

c. Resolution requesting the North Carolina Department of Transportation begin Planning and Preparations for the Replacement of the Cape Fear Memorial Bridge and also Continue the Development of the Cape Fear Crossing Project as quickly as possible

Ms. Motsinger told members that the resolution is asking NCDOT to begin preparations for the replacement of the Cape Fear Memorial Bridge and continue to development of the Cape Fear Crossing project as quickly as possible.

Mr. Burgess made the motion to approve the motion requesting the North Carolina Department of Transportation begin planning and preparations for the replacement of the Cape Fear Memorial Bridge and also continue the development of the Cape Fear Crossing Project as quickly as possible

and forward to the Board for consideration. Ms. Bunch seconded the motion and it carried unanimously.

7. Discussion

a. STIP/MTIP Modifications (September)

Ms. Motsinger told members the modifications are to modify the way the Carolina Beach Road widening contract is programed. No action is required.

b. 2017 STBGP-DA and TASA-DA Call for Projects

Mr. Lowe told members that staff wanted to bring it to the member's attention that the call for projects has been posted on the WMPO website. He noted that the Project Manager mandatory meeting was held September 13th. Mr. Lowe said the project review meetings will be held on October 19th. He reminded members that all application are due on November 30th.

c. Resolution from the Town of Wrightsville Beach

Mr. Steffey told members the Town is interested in looking at long term plans for replacing the drawbridge and they would like the Board to consider it for future projects for the area.

d. 2018 UPWP Call for Projects

Ms. Motsinger told members that in preparation for the 2018 UPWP call for planning projects, staff will be issuing a call for planning studies on September 29th. The request for projects/studies will be due on November 15th.

Ms. Crowe told members that Pender County would request criteria that will somehow outline how the MPO review these plans and projects.

Ms. Motsinger said staff can bring that up to the Board at the next meeting. She noted that staff has looked at criteria in the past and the issue that continues to appear is that the needs of the planning studies is so wide that it's difficult to have one set of criteria to evaluate. She said staff will present the request to the Board for consideration.

Mr. Steffey suggested that staff inform applicants if any of the projects submitted for funding are overlapping. That will allow the entities to work together on the proposed project requests. Ms. Motsinger suggested that early submissions will give staff the opportunity to keep everyone informed regarding the projects.

7. Updates

Updates are included in the agenda packet.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 10:48am.

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.