

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Minutes for August 17, 2016**

Members Present:

Mike Kozlosky, City of Wilmington	Nancy Avery, Town of Kure Beach
Don Bennett, City of Wilmington	Stephanie Ayers, NC Ports
Ed Parvin, Town of Carolina Beach	Helen Bunch, Brunswick County
Adrienne Harrington, TDM	Albert Eby, CFPTA
Robert Waring, Town of Leland	Tray Burke, Town of Navassa
Ken Vafier, New Hanover County	Zach Steffey, Town of Wrightsville Beach
Athina Williams, Town of Belville	Nazia Sarder, NCDOT Planning Branch
Allen Serkin, Cape Fear Council of Government	

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:04am.

2. Approval of Agenda

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

3. Approval of Minutes

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

4. Presentations

b. Section 5310 Program, Albert Eby and Vanessa Lacer, CFPTA (moved ahead)

Mr. Eby and Ms. Lacer gave a presentation on the Cape Fear Public Transportation Authority's Section 5310 Program.

Mr. Eby gave a brief overview of the Section 5310 Elderly and Disabled program and CFPTA's accomplishments since becoming the designated recipient. Mr. Eby noted that one of the requirements for eligibility was the development of the Program Management Plan (PMP). As outlined in the PMP, Ms. Vanessa Lacer was hired as the Mobility Manager to oversee the program's activities.

Ms. Lacer told members that on a Federal level, the mission of the Section 5310 program is to remove barriers to public transportation. She gave a brief overview of educational opportunities and activities being offered to eligible recipients through the new WAVE Connect program.

A brief question/answer period followed the presentation.

a. Joint FHWA/FTA Certification Review, Ron Lucas, FHWA

Mr. Ron Lucas gave a brief overview of the FHWA/FTA Certification Review that took place on April 14th. He told members that the Certification Review included a desk audit, a public comment meeting and an on-site review. Mr. Lucas reviewed the commendations and recommendations from the review committee. He noted that no corrective actions were identified during the audit. He congratulated the MPO staff on their successful certification review.

5. Consent Agenda

- a. **Opening of the 30-day public comment period for STIP/MTIP Amendments (August)**
- b. **Resolution approving STIP/MTIP Amendments (June and July)**
- c. **Resolution encouraging the North Carolina Department of Transportation to provide notifications and implement restrictions for work on the Cape Fear Memorial Bridge and work toward the long-term replacement of the bridge**
- d. **Resolution supporting a modification in project limits for the Cape Fear Boulevard Multi-use path Project**

Mr. Bennett made the motion to approve the consent agenda and forward to the WMPO Board for consideration. Mr. Waring seconded to motion and it carried unanimously.

6. Regular Agenda

- a. **Resolution adopting the Wilmington Urban Area MPO's 2016 Congestion Management Process Biennial Report**

Ms. Doliboa told members that the report is the first Congestion Management Process Biennial Report. She noted that when the MPO was designated as a Transportation Management Area (TMA), FHWA required that the WMPO complete a Congestion Management Process. Ms. Doliboa said the purpose of the biennial report is to demonstrate how the WMPO's regional network is performing according to the CMP performance measures. She explained how the data was collected and how the data was used for evaluating the SMP segments. Mr. Doliboa stated that the next step is to facilitate the implementation of the strategies to improve the CMP network. The data from the report will also be used as a component in the MTP project selection process.

A brief question/answer and discussion period followed. Mr. Kozlosky suggested reconvening the steering committee based on the discussions regarding the report.

Mr. Eby made the motion to support the adoption of the Wilmington Urban Area MPO's 2016 Congestion Management Process Biennial Report and forward to the WMPO Board for consideration. Ms. Harrington seconded the motion and it carried unanimously.

- b. **Resolution adopting the FY 2017 Surface Transportation Block Grant Program (STBGP) Submittal Guide and Competitive Process**

Mr. Lowe reminded members that the STP-DA and TAP-DA programs are being combined at the Federal level. As they come down to the MPO in the direct allocations, there will be two different pots of money similar to the TAP-DA and STP-DA programs. Mr. Lowe noted that effectively there's not much change in how the programs operate other than the name changing to Surface Transportation Block Grant Program and the Transportation Alternatives Set Aside.

Mr. Lowe told members the submittal guides for both the Surface Transportation Block Grant Program - Direct Attributable and the Transportation Alternatives Set Aside - Direct Attributable 2017 allocation are included in the packet. Due to problems and funding issues in previous years, this year's submittal will require a detailed opinion of probable construction costs that has been prepared by a licensed engineer. Staff will also require a project schedule that highlights key milestones and coordinates the schedule with NCDOT and WMPO. Mr. Lowe stated that the new requirements will

provide a good picture and understanding of the project process and timelines, and also help to ensure that the projects are moving forward.

Mr. Lowe reviewed the timeline for project submittals and reminded members that the mandatory training session will be held on September 13th.

Following a question/answer and discussion period, Ms. Harrington made the motion to adopt the FY 2017 Surface Transportation Block Grant Program - Direct Attributable (STBGP-DA) Submittal Guide and Competitive Process and forward to the WMPO Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

c. Resolution adopting the FY 2017 Transportation Alternatives Set Aside-Direct Attributable (TASA-DA) Submittal Guide and Competitive Process

Mr. Bennett made the motion to adopt the FY 2017 Transportation Alternatives Set Aside-Direct Attributable (TASA-DA) Submittal Guide and Competitive Process and forward to the WMPO Board for consideration. Ms. Avery seconded the motion and it carried unanimously

d. Resolution requesting the North Carolina Department of Transportation begin right of way acquisition for the Hampstead Bypass

Mr. Kozlosky told members that House Bill 959 was passed by the legislature and all transportation corridor maps were rescinded across the state. It also provided additional stipulations regarding corridor maps. He said the MPO had a corridor map on record for the Hampstead Bypass. Since that map has been rescinded, the WMPO is requesting that NCDOT begin right-of-way acquisition in order to preserve the corridor.

Mr. Vafier made the motion to support the resolution requesting NCDOT begin right of way acquisition for the Hampstead Bypass and forward to the WMPO Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

e. Resolution encouraging the North Carolina Board of Transportation to support a bicycle/pedestrian crossing on 17th Street at New Hanover Regional Medical Center

Mr. Kozlosky told members that the Wilmington City Council approved a 720 space parking deck on the west side of 17th Street at New Hanover Regional Medical Center at their meeting on August 16th. He noted that New Hanover Regional Medical Center identified the building of an elevated structure over 17th Street in Phase II of the project. Mr. Kozlosky stated that in order to build such an encroachment, it will be necessary to go before the State Board of Transportation for approval.

Ms. Ayers told members she has some concerns regarding the elevated structure. She noted that College Road is the designated oversize route to the Port of Wilmington and with the anticipated work taking place on that route, it is likely that 17th Street would be the detour route for College Road. She told members that she has concern regarding the overhead vertical clearance related to an elevated crossing. Ms. Ayers asked that the resolution include verbiage that takes into account the freight component of this roadway and the need to have further consideration.

Mr. Serkin asked if the resolution was to approve a specific design or just the encroachment. Mr. Kozlosky said it is recommending the Board support the concept of elevated crossing over 17th Street.

Ms. Harrington suggested that the resolution include language ensuring that 17th Street continue to accommodate freight traffic if needed.

In a general discussion that followed, members agreed to amend the motion to include language noting that the Port of Wilmington is a major economic driver for the region, and because 17th Street is a designated detour route for the Port, an elevated walkway should be designed to accommodate oversized freight truck traffic to/from the Port of Wilmington.

Mr. Steffey made the motion to support the resolution as amended and forward to the WMPO Board for consideration. Ms. Avery seconded the motion. Ms. Ayers requested to abstain from the vote. The motion supporting an elevated Bicycle/Pedestrian crossing on 17th Street carried with 14 members voting in favor and Ms. Ayers abstaining.

7. Discussion

a. STIP/MTIP Modifications (August)

Mr. Kozlosky told members that staff will be bringing STIP/MTIP Modifications back to the next meeting for consideration.

b. WMPO Bylaw Amendment

Mr. Kozlosky said staff will be discussing amendments to the bylaws regarding Board member absences at their next meeting.

c. Public Participation Plan Update

Mr. Kozlosky told members that staff will be bringing the Public Participation Plan back for update discussions at the next meeting.

7. Updates

Updates are included in the agenda packet.

8. Announcements

9. Adjournment

With no further items, the meeting was adjourned at 11:33am.

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.