

**Wilmington Urban Area
Technical Coordinating Committee
Meeting Minutes for March 15, 2017**

Members Present:

Mike Kozlosky, City of Wilmington	Megan Crowe, Pender County
Don Bennett, City of Wilmington	Allen Serkin, Cape Fear COG
Suraiya Motsinger, TDM	Alan Pytcher, NCDOT Division 3
Ed Parvin, Town of Carolina Beach	Nazia Sarder, NCDOT Planning Branch
Nancy Avery, Town of Kure Beach	Stephanie Ayers, NC Ports
Athina Williams, Town of Belville	Megan Matheny, CFPTA
Andrew Neylon, Town of Leland	Ken Vafier, New Hanover County
Helen Bunch, Brunswick County	
Whitney Prease, Wilmington International Airport	

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:00am.

2. Approval of Agenda

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

3. Consent Agenda

- a. **Approval of TCC Meeting Minutes- January 11-2017 and February 8, 2017**
- b. **Resolution approving the Wilmington Urban Area MPO's FY 18 Unified Planning Work Program**
- c. **Resolution Certifying the Transportation Planning Process for the Wilmington Urban Area MPO**
- d. **Resolution amending the FY 16- 17 Unified Planning Work Program**
- e. **Resolution approving the STIP/MTIP Amendments(January)**
- f. **Resolution approving the STIP/MTIP Modifications (February)**
- g. **Resolution adopting the Wilmington Traffic Separation Study**

Mr. Bennett asked to pull item b. from the consent agenda.

Mr. Serkin made the motion to approve the items a., c., d., e., f., and g. on the consent agenda and forward to the Board for consideration. Mr. Parvin seconded the motion and it carried unanimously.

Mr. Bennett asked if item b. included travel-time studies. Ms. Motsinger said that travel-time studies are included in the congestion management line item.

With no other questions, Mr. Bennett made the motion to approve item b. on the consent agenda and forward to the Board for consideration. Ms. Motsinger seconded the motion and it carried unanimously.

4. Regular Agenda

a. **Resolution requesting the North Carolina Department of Transportation re-examine their Traffic Noise Policy**

Mr. Kozlosky stated that the resolution was brought forward by the Board member from the Town of Leland due to traffic noise issues at Winsor Park in Leland.

Mr. Kozlosky told members that NCDOT's Traffic Noise Policy addresses noise concerns when a project is going through the Environmental Document's Date of Public Knowledge. The Date of Public Knowledge of the location and potential noise impacts is the approval date of the final environmental document. He noted that the problem comes up because the current policy states that NCDOT is not responsible for evaluating/implementing noise barriers to protect developed lands that were not permitted before the Date of Public Knowledge.

Mr. Kozlosky said what happens is if a development is built prior to the road project, then you get a noise wall or some protection; but, if development comes in after the final Environmental Document on the project, then there is no recourse as far as negative impacts of the traffic noise. The resolution is to request that the Department re-examine that policy to see if anything could be done to protect the citizens of the state. A brief question/answer and discussion period follow.

Mr. Serkin made the motion to support the resolution requesting the North Carolina Department of Transportation re-examine their Traffic Noise Policy and forward to the Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

b. **Resolution requesting the North Carolina Department of Transportation assign all highway projects in the Wilmington Urban Area MPO Planning Area Boundary to the NCDOT Division 3 office**

Mr. Kozlosky told members that projects are being managed in two different ways. Some projects are being handled at the central office in Raleigh and some handled locally by the Division 3 staff. The resolution is to request that all projects within the WMPO are assigned to the local Division office to handle. He noted that the Division office has the ability to accelerate projects and have been successful in doing that and staff would like to continue that success.

Mr. Serkin asked if Division 3 is in agreement to take on the all the projects in the MPO area. Mr. Kozlosky said yes they have agreed. He noted that the request is only for existing projects.

Mr. Bennett made the motion to approve the resolution requesting that NCDOT assign all highway projects in the WMPO planning area boundary to the NCDOT Division 3 office and forward to the Board for consideration. Ms. Bunch seconded the motion and it carried unanimously.

c. Resolution requesting the North Carolina Department of Transportation designate the Hampstead Bypass as US 17 Bypass and retain US 17 on the existing route

Mr. Kozlosky told members that Mr. Kevin Lacy, the State Traffic Engineer spoke to the Board members at the January meeting on the designations for the Hampstead Bypass and US 17. He requested that the Board provide input regarding their desired designation choice. Mr. Kozlosky told members the resolution is consistent with the discussion held regarding the designation by the Pender County and New Hanover County Board members. A brief question/answer and discussion period follow.

Ms. Crowe made the motion to approve the resolution requesting that NCDOT designate the Hampstead Bypass as US 17 Bypass and retain US 17 on the existing route and forward to the Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

d. Resolution supporting the allocation of Remaining Direct Attributable funds to the Town of Carolina Beach and City of Wilmington

Mr. Kozlosky told members that at the last Board meeting, staff presented a few different options for how to expend our reserve funds. The Board supported purchasing two busses for WAVE, allocating \$750,000 for the completion of the Environmental Document for the Cape Fear Crossing and also holding approximately \$1,000,000 in reserve for cost over-runs for the DA projects.

Mr. Lowe told members that the request from the Town of Carolina Beach is for \$220,000 for the Island Greenway project and the City of Wilmington is requesting \$240,000 for their Park Avenue Multi-use path.

Following a brief question/answer and discussion period follow, Ms. Motsinger made the motion to approve the resolution supporting the allocation of Direct Attributable funds to the Town of Carolina Beach and City of Wilmington and forward to the Board for consideration. Ms. Matheny seconded the motion and it carried unanimously.

5. Discussion

a. STBGP-DA and TASA-DA Reserve Anticipated Expenditures

Mr. Lowe told members that the table included in the agenda packet describes the anticipated additional funding requests. The matrix shows the anticipated progress of all of the projects. He noted that the Heidi Trask Bridge is currently under construction and there are six projects that staff anticipates going to construction in FY 2017. There are also an additional nine projects that are anticipated to go to construction in FY 2018. The remaining three projects are anticipated for construction in FY 2019. Based on project estimates, the expected overage in 2017 is to be \$718,000 and 2018 is to be \$604,000 and in 2019 is to be \$486,000.

Mr. Lowe said the projects for the Town of Carolina Beach and the City of Wilmington, discussed earlier on the agenda, are two of the projects closest to construction as shown on the table. He noted that that resolution supports funding \$460,000 out of the \$718,000 in anticipated overages for FY 2017.

Mr. Serkin asked where the anticipated overage numbers came from. Mr. Lowe stated that they came from the construction estimates that engineers have prepared to-date. He said there are a few projects that have not begun design work yet and they are shown with zeros in the anticipated overage column.

Mr. Kozlosky told members that staff put the list together for discussion at the Board's request. The Board wants to determine if there is a need to prioritize the projects that will require additional funding that has been set aside for overages. Mr. Kozlosky noted that the list provides a schedule of where projects are anticipated to fall so that members can also see where and when funds may be needed.

b. Surface Transportation Block Grant Program-Direct Attributable (STBGP-DA) and Transportation Alternatives Set Aside-Direct Attributable (TASA-DA) Process Improvements

Mr. Lowe told members that staff held a workshop on February 21st to discuss concerns regarding the STBGP-DA and TASA-DA Processes. Staff also receive written comments from members who could not attend the meeting.

Mr. Lowe told members that the comments and concerns fell into four categories. The categories are Project Management, Preliminary Analysis/Applications, Project Process and Coordination (Local Level) and NCDOT/FHWA Process. Mr. Lowe said staff will be introducing some new ideas and processes to help provide more assistance to the project managers in keeping their new project submittals going forward.

Mr. Lowe said under Project Management, staff received several comments regarding requests for additional assistance for project management and project administration. He told members that with the new projects awarded this year, staff introduced a workshop series to offers hands-on advice for participants in the STBGP-DA and TASA-DA programs. NCDOT staff from Raleigh attended the workshop to offer assistance on the new Partner Connect System. They walked participants through the process of how to get agreements uploaded in the system, as well as how to get the agreement process started with DOT. Mr. Lowe said staff will hold another workshop in the summer to offer assistance in getting consultants on-board to begin design.

Mr. Lowe told members that he wanted to highlight concerns regarding estimates and project scope comments under the Preliminary Analysis/Applications section. Staff researched into other MPOs and discussed these concerns and issues with Ms. Gibbs and Ms. Mathews from NCDOT's Contracts Unit. It was suggest that a "due diligence" element be introduced as part of the process for these projects. He said staff would like to discuss this solution at a future meeting to see how it might address concerns on project estimates and scope.

Mr. Lowe said to address Project Process and Coordination at the local level, staff instituted monthly meetings with the current project managers in order to discuss the status of their projects and help them identify things that may come up as their projects move forward.

Mr. Lowe told members staff will set up a meeting with NCDOT regarding many of the FHWA and NCDOT process items. He noted that there was a question about more NCDOT involvement and what the cost would be for them to take over management of the projects. Mr. Lowe said if the Board agrees that they would like to pursue that as an option, staff will include that as part of the discussions with the Department.

c. STIP/MTIP Modifications (March)

Mr. Kozlosky told members that the STIP/MTIP Modification for March is for information purposes only. Staff will bring the modification to the Board for consideration at their April meeting.

6. Updates

Updates are included in the agenda packet.

7. Announcements

8. Adjournment

With no further items, the meeting was adjourned at 10:35am.

**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.**