

**Wilmington Urban Area
Technical Coordinating Committee
Wednesday, July 12, 2017
Meeting Minutes**

Members Present:

Mike Kozlosky, Wilmington MPO	Ashli Barefoot, Town of Leland
Don Bennett, City of Wilmington	Helen Bunch, Brunswick County
Adrienne Harrington, Wilmington MPO	Megan Crowe, Pender County
Ed Parvin, Town of Carolina Beach	Allen Serkin, Cape Fear COG
Ken Vafier, New Hanover County	Behshad Norowzi, NCDOT Planning
Stephanie Ayers, NC Ports Authority	Albert Eby, Cape Fear Public Transportation Authority
John Allen, Town of Belville	

1. Call to Order

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

2. Approval of Agenda

Mr. Serkin made the motion to approve the agenda with no changes. Mr. Bennett seconded the motion and it carried unanimously.

3. Presentations

a. Go Coast Program, Adrienne Harrington, WMPO

Ms. Harrington gave an update on the Transportation Demand Management (TDM) Program, now called "Go Coast." She noted that she would be presenting the benefits of and data captured from the TDM's first Commuter Challenge and Annual Bike-to-Work Week at an international conference in New Orleans, Louisiana.

Ms. Harrington stated that the new name is harmonious with similar programs across the state such as "Go Mountains" and "Go Triangle." She displayed the name and logo that the committee selected, as well as logos for Bike to Work Week and the Commuter Challenge.

Ms. Harrington gave an overview of the results from the last two fiscal years, and next steps including the expansion of the TDM Committee to represent additional employers in the region. She added that "Go Coast" will continue to work with the branding consultant to develop a marketing plan. She noted that efforts will continue to utilize the van pools, expand the bike share program, and seek preferred car pool parking and ride share opportunities to reduce traffic congestion. A question/answer and discussion period was held.

b. Wilmington Multi-modal Transportation Center Update, Albert Eby, Cape Fear Public Transportation Authority

Mr. Eby gave an update on the Wilmington Multi-modal Transportation Center. He noted that in 2007-2008, NCDOT bought a significant amount of property along the rail cut. In 2016, NCDOT separated the rail portion and deeded the land south of Campbell Street to the Transit Authority.

Mr. Eby stated that the project, which began in December, has an expected completion date of April. He pointed out that the timeline is ambitious considering the challenges of adaptive reuse, such as hazardous materials abatement and stabilization of the Neuwirth and Thomas Grocery buildings.

Mr. Eby stated that the plan is to install 11 bus slips to accommodate seven (7) bus routes and the free downtown trolley. He noted that about 10,000 bus transfers occur monthly on 2nd Street, which is a safety hazard.

Mr. Eby stated that the current demolition and hazardous materials abatement project will be completed this week. He noted that bids have been opened for the second phase of the project, which is stabilizing both buildings. He added that the final project for renovation is 40 percent designed, and anticipated to be bid in August or September. He displayed several photos and described plans for the buildings and property. A question/answer and discussion period was held.

4. Consent Agenda

- a. Approval of TCC Meeting Minutes – June 14, 2017
- b. Opening of 30-day Public Comment Period for the DRAFT 2018-2027 STIP/MTIP for the Wilmington Urban Area MPO
- c. Resolution approving STIP/MTIP Amendment (May)
- d. Resolution supporting the submittal of Public Transportation Projects for Prioritization 5.0
- e. Resolution supporting the submittal of Aviation Projects for Prioritization 5.0
- f. Resolution accepting the Wilmington Rail Re-alignment and Right of Way Use Alternatives Feasibility Study and supporting the Mayor’s Task Force recommendation to continue with the development of the project

Mr. Bennett made a motion to approve the Consent Agenda and to forward it to the Board for consideration. Ms. Bunch seconded the motion and it carried unanimously.

5. Regular Agenda

- a. Resolution supporting the removal of the Military Cutoff Road Multi-use Path (U-5527A) from the STIP/MTIP and to return the funds to the Direct Attributable Fund

Mr. Kozlosky told members that this request came from the City of Wilmington. He noted that the North Carolina Department of Transportation (NCDOT) has a project to improve the intersection of Military Cutoff and Eastwood Road, and is currently evaluating both grade separation and at-grade options. He added that with the project being located within the project study area for the interchange project, it has determined that the best course of action for the City would be to allow the Department to build the multi-use path with the TIP Project. A brief question/answer and discussion period was held.

Mr. Bennett made a motion to approve the Resolution supporting the removal of the Military Cutoff Road Multi-use Path (U-5527A) from the STIP/MTIP and to return the remaining funds to the Direct Attributable Fund, and to forward it to the Board for consideration. Ms. Harrington seconded the motion and it carried unanimously.

b. Resolution supporting the re-allocation of Direct Attributable funds from the Westgate Drive Multi-use Path (U-5534P) to the Old Fayetteville Road/Town Hall Drive/Village Road Multi-use Path (U-5534J) project

Mr. Kozlosky reminded members that a Resolution from the Town of Leland is included in the agenda packet. He stated that the Town is not prepared to proceed with the Westgate Drive Multi-use Path. He noted that the Town desires to move the \$96,172 programmed for preliminary engineering and design of the Westgate Drive Project to the Old Fayetteville Road/Town Hall Drive/Village Road Project in which a shortfall is anticipated. He added that no expenses or design fees have been incurred. A question/answer and discussion period was held.

Mr. Parvin made a motion to approve the Resolution supporting the re-allocation of Direct Attributable funds from the Westgate Drive Multi-use Path (U-5534P) to the Old Fayetteville Road/Town Hall Drive/Village Road Multi-use Path (U-5534J) project and to forward it to the Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

c. Resolution supporting the removal of the Westgate Drive Multi-use Path (U-5534P) from the STIP/MTIP

Mr. Kozlosky told members that this item is merely an administrative function to the previous item. A brief question/answer and discussion period was held.

Ms. Crowe made a motion to approve the Resolution supporting the removal of the Westgate Drive Multi-use Path (U-5534P) from the STIP/MTIP and to forward it to the Board for consideration. Ms. Harrington seconded the motion and it carried unanimously.

d. Resolution amending the Wilmington Urban Area Metropolitan Planning Organization's Bylaws

Mr. Kozlosky told members that a few changes to the Board's bylaws include an update to reflect the change in the name of the Board; to specify when the Board will adopt a new meeting calendar; and to provide for the appointment of one alternate member per jurisdiction.

Ms. Harrington made a motion to approve the Resolution amending the Wilmington Urban Area Metropolitan Planning Organization's Bylaws and to forward it to the Board for consideration. Mr. Bennett seconded the motion and it carried unanimously.

6. Discussion

a. Prioritization 5.0 Rail Projects

Mr. Lopez told members that these projects were proposed in coordination with NCDOT Rail Division, NC Ports, and CSXT. Changes from Prioritization 4.0 include the combination of projects FR-5 and FR-6 for better scoring. He noted that FR-7 will reflect the Traffic Separation Study (TSS) adopted a few months ago, which includes 26 at-grade crossing improvements in the City of Wilmington, as well as, rail enhancements to increase train speeds from 10 mph to 25 mph. He added that the speed increase is not anticipated to be a safety concern. A question/answer and discussion period was held.

Mr. Kozlosky reminded members that a final list would be presented for consideration at the Committee's August meeting.

b. Direct Attributable Submittal Form Proposal

Ms. Strait gave an overview of proposed changes to the Direct Attributable Submittal Form based on feedback from the Committee during its last meeting. She noted that changes included the following:

- Questions that could potentially disqualify a project have been moved to the beginning of the form;
- The training requirement for project managers has been moved to the submittal guide (one-on-one training will be provided to new project managers);
- The points for the number of years a project application has been submitted and not been awarded funds was revised to zero, one, two, three and five;
- The due diligence has been removed and zero points will be awarded if a project has not been started rather than an automatic disqualification;
- The estimated volume to capacity ratio reduction has been removed until the due diligence section is restored, which should be next year;
- The ADA compliance has been omitted; and
- The lifecycle cost analysis performance question has been omitted.

A brief question/answer and discussion period was held.

In response to an inquiry by Ms. Harrington, Mr. Kozlosky stated that applications would go out in October. He noted that the process would follow previous years and include feedback. Ms. Strait added that the mandatory meeting would be held in September.

Mr. Kozlosky told members that a final form would be presented for consideration at the Committee's August meeting.

c. MPO Staffing

Mr. Kozlosky expressed sadness that Ms. Motsinger, Mr. Lopez and Ms. Doliboa would be leaving the MPO by the end of the month. He noted that he would keep the MPO going in the interim. He expressed appreciation for their efforts and contributions. He noted that Ms. Motsinger has been with the organization for six and a half years.

Some brief comments were made by Committee members expressing best wishes.

Mr. Norowzi offered assistance and support to the understaffed organization.

Mr. Vafier stated that New Hanover County's Planning and Land Use Director, Chris O'Keefe is leaving to be the Planning Director of Jefferson County, Colorado, after 27 years. He noted that the Department will host a party next Friday.

7. Updates

Updates are included in the agenda packet.

8. Announcements

- Next WMPO Bike/Ped Committee Meeting: August 15, 2017
- Next TCC Meeting: August 16, 2017

Mr. Norowzi reported items of interest to MPOs and RPOs regarding matching funds associated with the budget adopted by the General Assembly. He noted that the fund would provide up to 75 percent of the matching fund to an MPO or RPO with a tier-one county; and 50 percent for a tier-two. He commented that it might be interpreted that the matching funds would apply to a specific set of expenses; but he would need obtain clarification and report back. A brief question/answer and discussion period was held.

Mr. Norowzi explained that no job cuts have been included in the final plan for NCDOT because both the House and Senate had 200 or 400 possible proposals for vacancies; but none made it to the final budget. He added that according to the Federal Highway Administration, MPOs and RPOs will be subject to the same reimbursement rate as the DOT, such as per diem for travel.

Mr. Norowzi reported that positions have been filled for GSATS (Grand Strand Area Transportation Study) and Jacksonville. He anticipated that the CTP (Comprehensive Transportation Plan) for Brunswick County will be started soon, which may include GSATS and Wilmington. He added that he would be working with Mr. Serkin on the non-MPO portion.

9. Adjournment

With no further items, the meeting was adjourned at 10:59 a.m.

**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.**