

**Wilmington Urban Area
Technical Coordinating Committee
Wednesday, September 13, 2017
Meeting Minutes**

Members Present:

Mike Kozlosky, Wilmington MPO	Kyle Breuer, Pender County
Don Bennett, City of Wilmington	Allen Serkin, Cape Fear COG
Adrienne Harrington, Wilmington MPO	Nazia Sarder, NCDOT Planning
Ed Parvin, Town of Carolina Beach	Danielle Villegas, Town of Wrightsville Beach
Rebekah Roth, New Hanover County	Albert Eby Cape Fear Public Transportation Authority
Ken Vafier, New Hanover County	
Stephanie Ayers, NC Ports Authority	
Helen Bunch, Brunswick County	

1. Call to Order

Mr. Kozlosky called the meeting to order at 10:02 a.m.

2. Approval of Agenda

Mr. Bennett made the motion to approve the agenda as presented with no changes. Ms. Harrington seconded the motion and it carried unanimously.

3. Presentation

a. “Go Coast” 2017 Commuter Challenge – Adrienne Harrington, WMPO

Ms. Harrington announced that the “Go Coast” Commuter Challenge will take place the last two (2) full weeks of October (this year, October 16th-29th) in order to avoid fall breaks (college) and daylight savings time. She gave an overview of categories of participation and prizes. She noted that participants are encouraged to commit in advance online, and to track sustainable commuting practices during the challenge with by phone app, My Open Road.

Ms. Harrington stated that a Sustainable Transportation Intern will start tomorrow and focus on events-based promotions. She noted that community partners will remain the same as last year (UNCW, CFCC, and Wave Transit). She added that employer partners include participants of the TDM Committee, and/or past programs. Promotions will also include wellness committees and HR groups. She requested suggestions from members regarding any further promotional opportunities.

Ms. Bunch arrived at 10:14 a.m.

b. Wilmington Rail Improvements – Landside Rail Improvements Serving the Port and Moving Trains Safely through the Community – Brian Speight, PE, Mott MacDonald

Mr. Speight gave an overview of a study commissioned by both NCDOT and the Port to improve rail service and safety. He noted that significant impacts to rail include:

- CSXT building the Carolina Connector in Rocky Mount (CCXT terminal);
- New leadership, vision, and business philosophy of Mr. Hunter Harrison at CSX; and
- The restart of intermodal service from the Port to Charlotte.

Mr. Speight stated that the current rail capacity is five (5) 3,000-foot trains per week. He noted that existing capacity could handle the expected net increase through 2021. He added that a few more and/or longer trains may be required to handle demand through 2025. He added that the impact of increased demand will be mitigated by infrastructure improvements to the container yard at the Port, and rehab of the general on-terminal rail (WTRY short line) and the beltline.

Mr. Speight stated that two (2) curve realignments (Fernside and Smith Creek) are recommended to improve safety and provide the infrastructure to potentially double the train speed (from 10 mph to 20 mph). He noted that some heavy, tie-to-tie maintenance and bridge reinforcements are recommended as well. He added that all activities of the Wilmington Traffic Separation Study (TSS) have been incorporated into this study. Also, beltline speed and safety improvements have been included in Prioritization 5.0, which corresponds with this analysis.

Mr. Kozlosky requested a copy of the report.

Mr. Glenn Harbeck, Director, Planning, Development and Transportation, expressed concerns regarding curve realignments, and train stacking at the Port, which cannot accommodate a 10,000-foot length.

Mr. Speight responded that the recommended curve improvements are minimal and non-invasive – not much more than the width of the tracks.

Ms. Ayers pointed out that some infrastructure improvements at the Port are recommended to accommodate longer trains.

In response to an inquiry by Mr. Serkin, Mr. Kozlosky stated that these recommendations are consistent with the Prioritization 5.0 submittal.

A lengthy question/answer and discussion period was held.

4. Consent Agenda

- a. **Approval of TCC Meeting Minutes – August 16, 2017**
- b. **Resolution authorizing the Wilmington Urban Area MPO's submission of a NCDOT FY 2019 Transportation Demand Management Grant and provide the required local match**
- c. **Resolution amending the Wilmington Urban Area MPO Bylaws**
- d. **Resolution authorizing the Chairman to enter into the FY 17-18 Section 5303 Agreement between the City of Wilmington, Wilmington Urban Area MPO and Cape Fear Public Transportation Authority**

Mr. Kozlosky expressed the desire to pull Item 4a (Approval of TCC Meeting Minutes of August 16, 2017) for a minor correction.

Mr. Eby made a motion to approve the Consent Agenda excluding Item 4a, and to forward Items 4b through 4d to the Board for consideration. Mr. Serkin seconded the motion and it carried unanimously.

Mr. Kozlosky stated that a correction has been made to the minutes of August 16th to record the presence of Ms. Villegas instead of Mr. Owens.

Mr. Breuer made a motion to approve TCC Meeting Minutes of August 16, 2017 with the correction. Mr. Bennett seconded the motion and it carried unanimously.

5. Regular Agenda

a. Resolution adopting the Wilmington Urban Area Metropolitan Planning Organization's Public Transportation Funding Allocation Plan

Mr. Kozlosky reminded the Committee that NCDOT conducted a graduation study a few years ago that studied how areas graduate in population. The study included a case study of seven (7) MPOs across the state; Wilmington being one of them. He noted that the WMPO is required to designate how the Section 5307 funds will be allocated in the UZA. He reminded members that the packet includes a copy of the funding allocation plan, which was developed in coordination with the Cape Fear Public Transportation Authority.

Mr. Eby made a motion to approve the Resolution adopting the Wilmington Urban Area Metropolitan Planning Organization's Public Transportation Funding Allocation Plan, and to forward it to the Board for consideration. Ms. Harrington seconded the motion, and it carried unanimously.

6. Discussion

a. Direct Attributable Programs

Ms. Kimes gave an update on Direct Attributable Programs. She stated that the Board was in agreement that it will be necessary to put a hold on the call for projects in order to develop recommendations for moving forward with this program. She noted that since the last meeting a new planner has started, Abby Lorenzo, who is researching other MPOs for background information. She reported that many of the recommendations made at the last meeting are in place at other municipalities. She pointed out that staff is seeking better ways to handle the program and to better define the program with a checklist for greater efficiency. A question/answer and discussion period was held.

Mr. Kozlosky reminded the Committee that this will be an ongoing agenda item until the recommendations to improve the process are ready.

b. Infrastructure for Rebuilding America (INFRA) Grant

Mr. Kozlosky stated that the U.S. Department of Transportation announced the availability of approximately \$1.5 billion for transportation projects across the country. He noted that it will be split into two (2) categories: large projects of at least \$25 million and smaller projects of at least \$5 million. He added that Transportation Management Areas are able to submit up to three (3) projects for consideration. Applications are due on November 2, 2017.

Mr. Kozlosky stated that several potential projects are under consideration for submission. He noted that a discussion with the Board is planned for its September meeting. He added that the WMPO's Long Range Plan has been reviewed as well as some of the projects that scored in Prioritization 4.0 and how they scored.

Mr. Kozlosky stated that a discussion was held this morning with the NCDOT Rail Division regarding the potential of submitting a project to improve the rail line between Wilmington and Charlotte for the Queen City Express. He noted that this will be presented to the Board for consideration, and that a Resolution of support outlining the project(s) for submission will be considered in October.

In response to an inquiry by Mr. Breuer, Mr. Kozlosky assumed that any matching requirements would come from the state.

In response to an inquiry by Mr. Serkin, Mr. Kozlosky stated that potential projects include Gordon Road widening, College Road access management improvements, the widening of 133 from 74/76 to Rabon Way, Carolina Beach Road from George Anderson to Shipyard, and the US 74 upgrade from east of 87 to Wilmington. He requested projects from the Committee by the end of the week for the Board to consider. He pointed out that the submittal time frame is short and requires much staff work.

Ms. Ayers commented that the Port is only eligible to apply for larger projects for 2017 and 2018 since none were awarded last year. She noted that the Port is submitting one (1) project, and will also apply for the TIGER Grant (due October 16, 2017).

Mr. Kozlosky reiterated to the Committee that this Item will be brought to the Board for consideration. He requested that any projects for consideration be forwarded to him by close of business Friday. He reminded members that a notice is included in the agenda packet.

c. MPO Staffing

Mr. Kozlosky announced that he has hired two (2) Associate Planners. He apologized for procuring one locally, Ms. Abby Lorenzo, who is currently attending orientation; but will attend future TCC meetings. He noted that the other Planner is from Wichita Kansas and will start on October 2nd. He added that the GIS Analyst position, new in this year's budget, was re-advertised. Phone interviews for the Senior Planner will proceed tomorrow, followed by in person interviews. A Project Engineer position will be advertised, which is being reclassified from a Construction Manager position, to realign better with the needs of the organization.

7. Updates

Updates are included in the agenda packet.

8. Announcements

- Next WMPO Bike/Ped Committee Meeting: August 20, 2017
- Oleander Drive Public Meeting: August 20, 2017
- Next TCC Meeting: October 11, 2017

9. Adjournment

With no further items, the meeting was adjourned at 10:52 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.**