

# Cape Fear RPO

Brunswick County ❖ Columbus County  
Pender County

Rural Transportation Coordinating Committee  
May 3, 2017 Meeting Minutes

## Voting Members Present

Helen Bunch, Brunswick County

Karen Dunn, Burgaw

Joy Jacobs, Columbus Co. Transportation

Suraiya Motsinger, Wilmington MPO

Pat O'Mahony, Pender County

Alan Pytcher, NCDOT Division 3

Jeff Repp, Boiling Spring Lakes

Nazia Sarder, NCDOT TPB

Allen Serkin, Cape Fear RPO

Darius Sturdivant, NCDOT Division 6

Valeria Sutton, PAS-TRAN

Jake Vares, Oak Island

## Others Present

Gideon Smith, Cape Fear COG

1. **Introduction and quorum** – Having reached a quorum, Mr. Serkin called the meeting to order at 10:06 AM. The attendees introduced themselves.
2. **Changes or additions to the agenda** – There were no changes or additions to the agenda.
3. **Approval of the minutes** – There were no changes to the minutes. *Mr. Vares made a motion to accept the minutes, Ms. Bunch seconded the motion. The motion carried.*
4. **Public Comment** – There was no comment from the public.
5. **Cape Fear Regional Bicycle Plan Presentation** - Mr. Serkin presented the background, purpose, and progress made on the Regional Bicycle Plan. Mr. Vares asked how the study area was selected. Mr. Serkin explained that the boundaries follow suitable roads for bicycle paths, rather than following county boundaries. Mr. Serkin concluded that the Regional Bicycle Plan is essentially complete, short of adoption by local jurisdictions. Mr. Serkin mentioned that the final draft is on the project website.
6. **Election of Vacant Municipal Seats** - Mr. Serkin explained that Rebekah Roth is no longer the Planning Administrator for the Town of Burgaw. Mr. Serkin mentioned that Karen Dunn is now the Planning Administrator and requested that municipal representatives vote to fill the vacancy. *Mr. Repp made a motion to have Ms. Dunn fill the vacant Pender County municipal seat, Ms. Sutton seconded the motion. The motion carried.*
7. **FY 16/17 Planning Work Program (PWP) Amendment** – Mr. Serkin presented a revised PWP showing the budget adjustments to satisfy particular budget categories. Reasoning was

presented for these budget changes. *Ms. Bunch made a motion to recommend approval of the PWP Amendment, Mr. O'Mahony seconded the motion. The motion carried.*

8. **FY 17/18 Planning Work Program (PWP)** - Mr. Serkin presented the draft PWP for the upcoming fiscal year. Mr. Serkin explained the additional funds for the upcoming fiscal year and how they will be allocated. Mr. Serkin mentioned that additional funds are allocated to data collection and assessment category to purchase traffic counters that supplement NCDOT's current traffic database. Mr. Serkin also mentioned that additional funds may be used for the planning and development of a Bicycle/Pedestrian Plan for Topsail Beach. *Mr. Repp made a motion to approve the draft PWP for the upcoming fiscal year, Ms. Bunch seconded the motion. The motion carried.*
9. **FY 17/18 – 22/23 Five Year Planning Calendar** – Mr. Serkin provided a background for the calendar and explained the proposed actions that the CFRPO will undertake. *Ms. Bunch motioned to accept the FY 17/18 – 22/23 Five Year Planning Calendar, Mr. Vares seconded the motion. The motion carried.*
10. **P5.0 Alternate Criteria** – Mr. Serkin explained the deadline for approval of alternate criteria is June 16<sup>th</sup>. Mr. Serkin summarized the difference between the alternate criteria and default criteria, and explained that CFRPO projects would have scored better with the default criteria than with the alternate criteria. Mr. Serkin recommended that 5% from Benefit-Cost be added to Congestion at the Regional tier, and take 5% from Congestion and add it to Benefit-Cost at the Division tier. Mr. Serkin concluded that this will encourage more expensive projects at the Regional tier and more affordable projects at the Division tier. *Ms. Sutton made a motion to recommend approval of the P5.0 alternative criteria, Mr. Repp seconded the motion. The motion carried.*
11. **P5.0 Project Modifications and Deletions** – Mr. Serkin mentioned that the deadline for project modifications and deletion is June 16<sup>th</sup> but the date may change. Mr. Serkin stated that the CFRPO can submit 13-15 proposed projects to NCDOT for this upcoming year. Mr. Serkin recommended that I-74 east of Bolton should be downgraded from Interstate standards to Freeway standards. Ms. Motsinger requested that a resolution be drafted prior to the adoption of the project modifications and deletions. *Mr. Repp made a motion for a resolution to be drafted, Mr. Vares seconded the motion. Ms. Motsinger abstained from voting. The motion carried.*
12. **P5.0 New Project Solicitation** – Mr. Serkin reminded the members that the deadline to approve the submittal list of new projects for P5.0. Mr. Serkin asked the members to submit a new project list to the CFRPO by July 21<sup>st</sup> so that it can be included in the RTCC/RTAC packets for August. Mr. Serkin suggested that each member should talk to their representatives to determine new projects for submittal. *No action necessary.*
13. **Cape Fear Regional Bicycle Plan** – Mr. Serkin requested a motion to recommend approval of the attached resolution adopting the plan. *Ms. Motsinger made a motion for the Cape Fear Regional Bicycle Plan resolution approval, Ms. Sutton seconded the motion. The motion carried.*

14. **Reports/Updates** – Mr. Serkin gave an update on Prioritization 5.0. Mr. Serkin explained the Brunswick County Greenway/Bikeway/Paddle Trail Plan and mentioned that Brunswick County has adopted the plan.

Mr. Pytcher gave the Division 3 update and spoke about the progress of several projects.

Mr. Sturdivant gave the Division 6 update and spoke about resurfacing projects and the Columbus County TIP projects that have been accelerated.

Ms. Sarder explained that there has been a reduction in staff and the TPB is currently working to reassign responsibilities.

There were no updates from the WMPO or Grand Strand MPO.

15. **Adjournment** – There being no further discussion, the meeting was adjourned at 11:34 AM. *Mr. Repp made a motion to adjourn, Mr. Vares seconded the motion. The motion carried.*

*Minutes prepared by Gideon Smith on May 12, 2017 and approved by the RTCC on August 2, 2017.*