

Cape Fear RPO

Brunswick County ❖ Columbus County
Pender County

Rural Transportation Advisory Committee
November 17, 2017 Meeting Minutes

Voting Members Present

George Brown, Pender County
JV Dove, Southport
Mike Forte, Brunswick County
Grady Hunt, NC Board of Transportation

Fred McCoy, Pender County
Frank Williams, Brunswick County
Jackie Williams-Rowland, Brunswick

Others Present

Karen Collette, NCDOT, Division 3
Alan Pytcher, NCDOT Division 3
Nazia Sarder, NCDOT TPB

Allen Serkin, Cape Fear RPO
Gideon Smith, Cape Fear COG

1. **Introduction and quorum** – Having reached a quorum, Mr. Williams called the meeting to order at 9:00 AM. The attendees introduced themselves.
2. **Invocation/Pledge of Allegiance** – Mr. Dove led the invocation and the Pledge of Allegiance.
3. **Ethics awareness and conflict of interest statement** – Mr. Williams read the statement to the RTAC. No conflicts of interest were raised and no members recused themselves from any votes.
4. **Changes or additions to the agenda** – No proposed changes or additions to the agenda were raised.
5. **Approval of the minutes** – *Mr. Forte made a motion to accept the minutes as presented, Ms. Williams-Rowland seconded the motion. The motion carried.*
6. **Public Comment** – There was no comment from the public.
7. **P5.0 Draft Local Input Methodology** – Mr. Serkin explained the requirements for the local input methodology and mentioned the minor adjustments that will be made. He noted that the methodology is nearly identical to previous year. Mr. Serkin outlined the updated dates for estimating the P5.0 timeline and expected meeting calendar. Mr. Serkin explained that the methodology will now have to follow a consistent format to ease comparisons between MPOs, RPOs, and Divisions for the public. Mr. Serkin noted that the draft is not final, but seeks the approval from the RTAC to submit the draft to NCDOT for conditional approval. Mr. Serkin explained the scoring and project development points and noted that projects

already in the STIP receive points to help ensure continued project development. He informed the RTAC that the top two scoring highway projects in each county will be eligible for 100 points each, the top three non-highway points will be eligible for 100 points each, and the remaining points cascade to the next highest scoring projects, all of which total to 1,300 points. Mr. Serkin requested approval to submit the P5.0 Draft Local Input Methodology to NCDOT with the presented revisions. *Mr. McCoy made a motion to approve the P5.0 Draft Local Input Methodology for submittal, Mr. Forte seconded the motion. The motion carried.*

8. **Resolution Supporting Bicycle and Pedestrian Planning Grant** – Mr. Serkin informed the RTAC that the Town of Topsail Beach submitted the grant on November 10, 2017. He noted that the Town has submitted a Bicycle and Pedestrian Planning Grant several times in the past without success. To aid in receiving the grant, letters of support were written to give credence to the necessity of an NCDOT Bicycle and Pedestrian Planning Grant for the Town of Topsail Beach. Mr. Serkin informed the RTAC that the RTCC recommended the approval of the resolution supporting the application. *Mr. Brown made a motion to approve the resolution supporting the Town of Topsail Beach application for an NCDOT Bicycle and Pedestrian Planning Grant, Ms. Williams-Rowland seconded the motion. The motion carried.*
9. **Resolution Requesting Designation of Future I-74** – Mr. Serkin explained the resolution for the request and noted that the request is not for the construction of I-74, but a request to identify and provide signage for the route from US 74 from Whiteville to I-140 and I-140 from US 74 to US 17, designated as “Future I-74”. Mr. Serkin explained the resolutions that the Wilmington Urban Area Metropolitan Planning Organization (WMPO) and the Cape Fear Rural Transportation Organization (CFRPO) have adopted. Mr. Serkin informed the RTAC that the RTCC has recommended the approval of the resolution. *Mr. Brown made a motion to approve the resolution requesting that NCDOT designate portions of US 74 and I-140 as Future I-74, Ms. Williams-Rowland seconded the motion. The motion carried.*
10. **2018 Meeting Calendar** – Mr. Serkin explained that the RTAC typically meets quarterly, but with the P5.0 scores being released in early April, it would be beneficial to discuss the rankings and release them for public comment prior to final point assignments. Mr. Serkin informed the RTAC that the RTCC recommend the approval of the draft meeting calendar and requested a motion to accept. Mr. Brown requested to receive a copy of the calendar once it is adopted. *Mr. McCoy made a motion to accept the draft meeting calendar, Ms. Williams-Rowland seconded the motion. The motion carried.*
11. **2016-2017 RTAC Term Expirations** – Mr. Serkin reviewed the membership roster, highlighted the term expirations, and explained the appointment schedule. He explained that there needs to be two municipal representative per county and mayors nominate and select the two members. Mr. Serkin informed the RTAC that Mr. Maxwell is no longer eligible as the Brunswick Municipal 1 member. Mr. Serkin recommended Mr. Dove to take the Brunswick Municipal 1 seat due to frequent attendance as an alternate. Mr. Serkin mentioned that Mr. Brown’s seat is up for reappointment. He noted that the Columbus County Alternate and the Pender Municipal Alternate seats are vacant and the RTAC would be better served if they are filled. Mr. Serkin will send out information on the vacancies and seats for

reappointment to mayors and clerks of commissioners. Mr. Brown suggested to send notices to Town Clerks and Administrators.

12. **Calls for Special Studies** – Mr. Serkin explained that NCDOT annually solicits projects for study with FHWA State Planning and Research (SPR) funds. He explained that these studies previously required a 20% local match but have been decreased to 5% local match, with the State covering the 15% difference. Mr. Serkin mentioned that the proposals are typically due in the spring and recommended that members contact him if they have a study that should be considered. Mr. Serkin concluded by stating that legislation was established to create a new corridor studies unit, which will not need a local match. It was asked to send an email to members with examples of Special Studies.
13. **Reports/Updates** – Mr. Serkin explained the schedule for Prioritization 5.0 and noted that the submittal process is complete. Mr. Serkin gave an update on the Cape Fear Regional Bicycle Plan, the Columbus County CTP, and the Brunswick County CTP. The Cape Fear Regional Bicycle Plan is complete and has been a large success. The Columbus County CTP is continually being worked on even though there have been staffing changes. Mr. Pytcher gave the Division 3 update. There was not update from Division 6. Ms. Sarder gave the Transportation Planning Branch update. Ms. Sarder explained that Brunswick County is using a Travel Demand Model to assist with forecasting Annual Average Daily Traffic counts instead of trend line forecasting. She explained the Wilmington CTP amendment will begin in the next few months and the State Freight Plan was submitted to FHWA for review.
14. **Open Discussion:** Mr. Brown gave a special thanks to NCDOT on behalf of Pender County and informed them that they are extremely pleased with the current work being done and the improvement of their working relationship. Mr. Williams reminded members that annual elections will occur at the next meeting.
15. **Adjournment** – *There being no further discussion, Mr. Forte made a motion to adjourn, Mr. McCoy seconded the motion. The meeting was adjourned at 10:17 AM.*

Minutes prepared by Gideon Smith on November 17, 2017 and approved by the RTAC on February 16, 2018.