

The Cape Fear Rural Transportation Planning Organization exists to serve as the intergovernmental organization for local elected officials, the North Carolina Department of Transportation, and residents of Brunswick, Columbus and Pender Counties to work cooperatively to address transportation issues.

## Rural Transportation Coordinating Committee (RTCC) Meeting Minutes August 2, 2023 • 10:00 AM Held virtually via Zoom

### Voting Members Present

Helen Bunch, Brunswick County  
Travis Henley, Southport  
Jeff Repp, St. James  
Gary Lanier, Columbus County  
Justin Brantley, Pender County  
Amy Kimes, Surf City  
Doug Shipley, Topsail Beach  
Adrienne Cox, NCDOT Division 3  
Darius Sturdivant, NCDOT Division 6

Hemal Shah, NCDOT TPD  
Vanessa Lacer, WMPO  
Mark Hoeweler, GSATS  
Yvonne Hatcher, Brunswick County Transit  
Joy Jacobs, Columbus County Transit  
Jim Longenbach, PAS-TRAN  
Stephanie Ayers, NC Ports  
Sam Boswell, Cape Fear RPO

### Others Present

Nicole Morgan, Boiling Spring Lakes  
Matt Kirkland, Oak Island  
Adam Moran, Pender County  
Gilbert Combs, Burgaw

Michelle Howes, NCDOT Division 3  
Kirsten Spirakis, NCDOT Div. 3, District 1  
Bill Hammond, NCDOT Division 6  
Kim Nguyen, NCDOT IMD

## I. INTRODUCTORY BUSINESS

- 1. Call to Order** – The meeting was held via video conference on Zoom. Having reached a quorum, Sam Boswell called the meeting to order at 10:01 AM.
- 2. Roll Call** – A roll call was taken of attendees.
- 3. Additions or Corrections to the Agenda** – There were no changes to the agenda. *Vanessa Lacer made a motion to approve the agenda as presented. Helen Bunch seconded the motion. A roll call vote was taken.*

*Helen Bunch, Yes  
Travis Henley, Yes  
Jeff Repp, Yes  
Gary Lanier, Yes  
Justin Brantley, Yes  
Amy Kimes, Yes*

*Doug Shipley, Yes  
Adrienne Cox, Yes  
Darius Sturdivant, Yes  
Hemal Shah, Yes  
Vanessa Lacer, Yes  
Mark Hoeweler, Yes*

*Yvonne Hatcher, Yes  
Joy Jacobs, Yes  
Jim Longenbach, Yes  
Stephanie Ayers, Yes  
Sam Boswell, Yes*

*The motion passed unanimously.*

4. **Approval of Minutes** – The minutes of the June 7, 2023, RTCC meeting were presented. *Adrienne Cox made a motion to approve the minutes. Gary Lanier seconded the motion. A roll call vote was taken.*

*Helen Bunch, Yes  
Travis Henley, Yes  
Jeff Repp, Yes  
Gary Lanier, Yes  
Justin Brantley, Yes  
Amy Kimes, Yes*

*Doug Shipley, Yes  
Adrienne Cox, Yes  
Darius Sturdivant, Yes  
Hemal Shah, Yes  
Vanessa Lacer, Yes  
Mark Hoeweler, Yes*

*Yvonne Hatcher, Yes  
Joy Jacobs, Yes  
Jim Longenbach, Yes  
Stephanie Ayers, Yes  
Sam Boswell, Yes*

*The motion passed unanimously.*

5. **Public Comment** – There were no comments from the public.

## **II. PRESENTATIONS**

*There were no presentations for this meeting.*

## **III. REGULAR BUSINESS**

6. **FY 2023-24 Planning Work Program Increase** – Staff requested a motion to recommend approval of a FY 2023-24 PWP Amendment to the RTAC for their approval. This amendment is necessary due to the RPO receiving increased planning funds from NCDOT. *Adrienne Cox made the motion and Gary Lanier seconded. A roll call vote was taken.*

*Helen Bunch, Yes  
Travis Henley, Yes  
Jeff Repp, Yes  
Gary Lanier, Yes  
Justin Brantley, Yes  
Amy Kimes, Yes*

*Doug Shipley, Yes  
Adrienne Cox, Yes  
Darius Sturdivant, Yes  
Hemal Shah, Yes  
Vanessa Lacer, Yes  
Mark Hoeweler, Yes*

*Yvonne Hatcher, Yes  
Joy Jacobs, Yes  
Jim Longenbach, Yes  
Stephanie Ayers, Yes  
Sam Boswell, Yes*

*The motion passed unanimously.*

7. **Monarch FY 2025 Section 5310 Grant Funds Resolution** – Monarch has requested a resolution in support for their next FTA 5310 grant application (Enhanced Mobility of Seniors & Individuals with Disabilities). Staff presented a draft resolution to the RTCC and requested a motion to recommend RTAC approval. *Stephanie Ayers made a motion and Vanessa Lacer seconded. A roll call vote was taken.*

*Helen Bunch, Yes  
Travis Henley, Yes  
Jeff Repp, Yes*

*Gary Lanier, Yes  
Justin Brantley, Yes  
Amy Kimes, Yes*

*Doug Shipley, Yes  
Adrienne Cox, Yes  
Darius Sturdivant, Yes*

Hemal Shah, Yes  
Vanessa Lacer, Yes  
Mark Hoeweler, Yes

Yvonne Hatcher, Yes  
Joy Jacobs, Yes  
Jim Longenbach, Yes

Stephanie Ayers, Yes  
Sam Boswell, Yes

*The motion passed unanimously.*

8. **Wilmington MPO PROTECT Grant Resolution of Support** – WMPO has requested a resolution in support for their application to USDOT’s PROTECT Discretionary Grant. WMPO is seeking funds to complete a Resilience Improvement Plan. Staff presented a draft resolution to the RTCC and requested a motion to recommend RTAC approval. *Stephanie Ayers made a motion and Helen Bunch seconded. A roll call vote was taken.*

Helen Bunch, Yes  
Travis Henley, Yes  
Jeff Repp, Yes  
Gary Lanier, Yes  
Justin Brantley, Yes  
Amy Kimes, Yes

Doug Shipley, Yes  
Adrienne Cox, Yes  
Darius Sturdivant, Yes  
Hemal Shah, Yes  
Vanessa Lacer, Yes  
Mark Hoeweler, Yes

Yvonne Hatcher, Yes  
Joy Jacobs, Yes  
Jim Longenbach, Yes  
Stephanie Ayers, Yes  
Sam Boswell, Yes

*The motion passed unanimously.*

9. **P7.0 Draft Project List & Discussion** – The new project submittal window is open from July 10<sup>th</sup> to September 29<sup>th</sup>. RPO staff provided a draft list of project submittals for each mode and will follow up with the RTCC in September on any changes made to the list.

#### IV. REPORTS/UPDATES

##### 10. **Reports/Updates**

- Cape Fear RPO: Staff provided updates on Carbon Reduction Program funds.
- NCDOT Division 3 (Brunswick & Pender): Adrienne Cox gave Division 3 updates. Division 3 will hold an Open House during the week of August 21-25. Drop-ins welcome.
- NCDOT Division 6 (Columbus): Darius Sturdivant gave Division 6 updates. Division 6 will hold an Open House during the week of August 7-11. Drop-ins welcome.
- NCDOT Transportation Planning Division (TPD): Hemal gave updates on the Brunswick and Columbus County CTPs.
- NCDOT Integrated Mobility Division (IMD): Kim Nguyen provided IMD updates.
- Wilmington Area MPO (WMPO): Vanessa Lacer provided WMPO updates.
- Grand Strand MPO (GSATS): Mark Hoeweler provided GSATS updates.

#### IV. OTHER

11. **Open discussion:** Darius and Adrienne reminded the committee of the Division Open Houses happening in August. Further details will be sent out via email from RPO staff.

12. **Adjourn** – *The meeting was adjourned at 11:05 AM.*