



**WMPO**

Wilmington Urban  
Area Metropolitan  
Planning Organization  
[www.wmpo.org](http://www.wmpo.org)

## **Unified Planning Work Program**

**Fiscal Year 2023**

**Amendment #2 Adopted  
October 26, 2022**

**Amendment #1 Adopted  
May 25, 2022**

**Original PWP  
Adopted March 30, 2022**

**FY 2023 UNIFIED PLANNING WORK PROGRAM  
for the  
WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION**

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## **Introduction**

In compliance with Federal law and in the spirit of cooperation, the Wilmington Urban Area conducts a "cooperative, comprehensive, and continuing ....." transportation planning process. This Planning Work Program (PWP) outlines the tasks and associated funding sources dedicated to the Wilmington Urban Area MPO transportation planning process during fiscal year 2023. Depending on the specific funding source, tasks funded through the PWP are eligible for reimbursement of 80-90% of their cost from the Federal Highway Administration and Federal Transit Administration through the North Carolina Department of Transportation.

The PWP for the Wilmington Urban Area identifies five separate funding sources for Urban Area transportation planning. A brief description of these funding sources follows:

- Statewide Planning and Research Programs (SPR) - These funds are used by NCDOT to conduct work for the Wilmington Urban Area MPO.

- Federal Highway Administration Section 104(f) Funds - These funds are dedicated to the urban area to perform transportation planning. They require a 20% local match.

- Federal Transit Administration Section 5303 Funds - These funds are used for transit planning in the urban area. The Federal Transit Administration provides 80% of these funds, NCDOT 10%, and there is a required 10% local match.

- Surface Transportation Block Grant-Direct Attributable Funds - These funds are dedicated to Transportation Management Areas and these funds can be used to perform transportation planning. They require a 20% local match.

- Federal Transit Administration Section 5304 Funds - These funds are used for transit planning in the urban area. The Federal Transit Administration provides 80% of these funds, 20% local match will be provided by the Integrated Mobility Division of the NCDOT.

The local match requirements will be shared by all members of the Wilmington Urban Area MPO in direct proportion to population as defined in the Wilmington Urban Area MPO Memorandum of Understanding.

## **Narrative of PWP Section 104(f) Work Tasks to be Performed in FY 23**

(Primary work to be performed by lead planning agency staff except where noted.)

### Line-Item Codes:

II-A-1 Traffic Volume Counts- Wilmington MPO staff maintains an ongoing traffic counting program. An annual summary of the urban area traffic counts and accident data will be prepared and uploaded to the WMPO website.

II-A-2 Vehicle Miles of Travel - No tasks foreseen.

II-A-3 Street System Changes - No tasks foreseen.

II-A-4 Traffic - No tasks foreseen.

II-A-5 Transit System Data - No tasks foreseen.

II-A-6 Dwelling Unit, Population, Employment Changes - Will measure land use changes by Transportation Analysis Zone between 2010 Census and travel demand model base year. Staff will provide capacity analysis for proposed developments within the Wilmington UrbanArea MPO's planning area boundary.

II-A-7 Air Travel - No tasks foreseen.

II-A-8 Vehicle Occupancy Rate Counts - No tasks foreseen.

II-A-9 Travel Time Studies - Conduct key travel time studies for travel demand model and development of the Long-Range Transportation Plan.

II-A-10 Mapping - No tasks foreseen.

II-A-11 Central Area Parking Inventory - No tasks foreseen.

II-A-12 Bicycle and Pedestrian Facilities Inventory - No tasks foreseen.

II-B-1 Collection of Base Year Data - No tasks foreseen.

II-B-2 Collection of Network Data - No tasks foreseen.

II-B-3 Travel Model Updates - In concert with the North Carolina Department of Transportation, MPO staff will assist in the development of the 2050 travel demand model.

II-B-4 Travel Surveys - No tasks foreseen.

II-B-5 Forecast of Data to Horizon Year - No tasks foreseen.

II-B-6 Community Goals and Objectives - Monitor public input as it pertains to goals and objectives set forth in the adopted Metropolitan Transportation Plan. Implementation of the

Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-7 Forecast of Future Year Travel Patterns - No tasks foreseen.

II-B-8 Capacity Deficiency Analysis - No tasks foreseen.

II-B-9 Highway Element of Metropolitan Transportation Plan (MTP) - Identification of highway deficiencies, priorities, and proposed highway improvement solutions and strategies. Provide documentation of process and recommendations in the MTP. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-10 Transit Element of Metropolitan Transportation Plan - Identify public transportation deficiencies, priorities, and proposed transit improvement solutions for inclusion in the update of the MTP. Provide documentation of process and recommendations in the update of the MTP. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-11 Bicycle and Pedestrian Element of the Metropolitan Transportation Plan - Identify bicycle deficiencies, priorities, and proposed bicycle and pedestrian improvement solutions and strategies. Provide documentation of the process and recommendations in the update of the MTP. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-12 Airport/Air Travel Element of the Metropolitan Transportation Plan - Identify airport and air service deficiencies, priorities, and proposed airport and air service improvement solutions and strategies. Provide documentation of process and recommendations in the update of the MTP.

II-B-13 Collector Street Element of Metropolitan Transportation Plan - No tasks foreseen.

II-B-14 Rail, Waterway and Other Elements of Metropolitan Transportation Plan - Identify rail and waterway deficiencies, priorities, and proposed rail and waterway improvement solutions and strategies. Provide documentation of process and recommendations in the update of the MTP.

II-B-15 Freight Movement/Mobility Planning - Identification of freight movement deficiencies, priorities, and proposed improvement solutions and strategies. Provide documentation of process and recommendations in the update of the MTP. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-16 Financial Planning - Develop realistic, best estimates of funding sources available and project cost estimates throughout the forecast years for the MTP. Ensure fiscal constraint in the update of the MTP. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-17 Congestion Management Strategies - Develop strategies to address and manage congestion by increasing transportation system supply, reducing demand by application of alternative mode solutions, and transportation system management strategies. Evaluate strategies developed for the Congestion Management Process. Document process and solutions

in the update of the MTP and CMP reports. Implementation of the Performance Measures from the Infrastructure Investment and Jobs Act.

II-B-18 Air Quality Planning/ Conformity Analysis - No tasks foreseen.

III-A Planning Work Program - Evaluation of FY 2023 PWP and development of FY 2024 PWP.

III-B Transportation Improvement Program - Review and amend the 2020-2029 Transportation Improvement Program on an as needed basis. Assist in the development of the 2023-2032 Transportation Improvement Program.

III-C-1 Title VI Compliance - Work to ensure compliance with the requirements of Title VI in urban area policies and practices.

III-C-2 Environmental Justice - Analysis and outreach to ensure that transportation plans and projects comply with Environmental Justice policies.

III-C-3 MBE Planning - Activities to encourage participation of minority-owned business enterprises in contractual and supply opportunities.

III-C-4 Planning for the Elderly and Disabled - Ensure the special needs of the elderly and disabled are addressed in all transportation planning projects.

III-C-5 Safety/Drug Control Planning - No tasks foreseen.

III-C-6 Public Involvement - Extensive Public Participation effort will be carried out to solicit input and gauge public input for planning studies within the Wilmington Urban Area MPO's planning area boundary. Outreach will be used in the development of the MTP 2050 Plan.

III-C-7 Private Sector Participation - Activities to encourage private sector participation in planning and project activities.

III-D-1 Transportation Enhancement Planning - No tasks foreseen.

III-D-2 Environmental and Pre-TIP Planning - Conduct environmental analysis and planning for the development of transportation projects in the Wilmington Urban Area.

III-D-3 Special Studies - Time utilized by Planning Staff to manage two STBG-DA funded Special Studies performed by contracted consultants. Outside consultants will be contracted to assist in the Pender County Bike Ped Plan and **WMPO Organizational Study**. Consultants have not yet been selected to perform these tasks.

- **Pender County Bike Ped Plan:**  
The purpose of the proposed Bicycle and Pedestrian plan is to develop recommendations for bicycle and pedestrian infrastructure and policies in southern Pender County. The plan will guide Pender County staff, the WMPO, and NCDOT in future development requirements and investment in effort to improve the lives of Pender County residents and visitors. The public benefits of bicycle and pedestrian infrastructure include providing increased safety on roadways; reducing traffic

congestion by providing mode choice; improving connectivity to existing bicycle routes in the planning area such as the East Coast Greenway; and promoting healthy and active living.

- **2050 MTP Outreach: Postponed until FY24 Per Amendment #2**

Funding reallocated to new WMPO Organizational Study below

This special study will provide monetary resources to assist WMPO staff in public outreach activities for the development of the 2050 Metropolitan Transportation Plan. Public participation is crucial for the successful development and adoption of planning documents. To achieve this participation, outreach efforts beyond basic advertisements will likely be necessary. Examples include ads on social media, TV advertisements, etc.

- **WMPO Organizational Study: New Study Per Amendment #2**

Based on anticipated expenditures, the line item increased by \$50,000

The Wilmington Urban Area MPO continues to grow and develop, and the federal government continues to provide federal requirements and potential opportunities for MPOs across the county. The 2020 decennial census data is expected to be released by the end of the year that will determine any need to expand our urbanized area (UZA) and planning area boundaries. The MPO desires to understand the relationship between the work programs and organizational needs. The Organizational Assessment will evaluate the current organization in terms of staffing, workloads, capacities, and future opportunities and demands. The Organizational Assessment will provide recommendations to best position the organization for the future.

III-D-4 Regional or Statewide Planning - Coordination of urban area activities with statewide and regional initiatives.

III-E Management and Operations - Required ongoing administrative and operational tasks to support MPO committees and reporting requirements. The TDM Program is funded by STBG-DA and 5303 funds and included as a task under Management and Operations.

- **TDM Program:**

To resume Transportation Demand Management efforts, the TDM Program will move forward using STBG-DA and 5303 funding and will continue to be performed by inhouse staff. The TDM Program has been successful in promoting the Commuter Friendly Employer Program, Bike Month, the River to Sea Bike Ride, and the Commuter Challenge. This program works with local employers to promote alternative modes of transportation and TDM strategies such as carpooling, vanpooling, telecommuting, and personalized commuter plans. The program has completed two successful "Be A Looker" campaigns, maintains a dedicated Go Coast website, and promotes the carpool matching platform Share the Ride NC. In 2021, the update to the short-range TDM plan "Cape Fear Change in Motion 2020" was adopted by the Board. This plan will guide TDM efforts in our region through 2025. Go Coast will continue to pursue the implementation of a Bike Share program(s) in the region and regularly update TDM related resources like area bike maps and model policies.

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	II-A-5
Title	Transit System Data
5303 Task Objective	Collect and analyze data for route planning and submission to NTD
Tangible Product Expected	Accurate data from multiple data collection devices onboard Wave Transit vehicles and other sources to ensure compliance with National Transit Database requirements
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Collection of data and submission to NTD
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	2,200
Section 5303 NCDOT 10%	2,200
Section 5303 FTA 80%	17,600
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	



MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	II-B-6
Title	Community Goals & Objectives
5303 Task Objective	Interpret and communicate with members of the Authority and WMPO TCC and TAC adopted planning documents defining community goals and objectives
Tangible Product Expected	Service offerings that are compliant with adopted plans that outlined the goals of the community for public transportation in the region
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Communication of goals and objectives to decision makers and the public
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	200
Section 5303 NCDOT 10%	200
Section 5303 FTA 80%	1,600
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	II-B-10
Title	Transit Element of the LRTP
5303 Task Objective	Provide input to CAC, TCC and TAC regarding long range transit plans for the region
Tangible Product Expected	Informed decisions regarding long range public transportation plans leading to a realistic planning document for the region
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Provided input and educated decision makers regarding the federal and state public transportation program
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	900
Section 5303 NCDOT 10%	900
Section 5303 FTA 80%	7,200
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	II-B-16
Title	Financial Planning
5303 Task Objective	Plan capital and operating cost estimates to ensure fiscal compliance and maintain the adopted level of transit service
Tangible Product Expected	Short range financial plans based on current federal and state legislation to ensure that transit services are provided in a consistent manner utilizing the most economical and efficient methods
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Financial planning of the public transportation program
Relationship	This is a collaborative effort of the WilmingtonMPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	800
Section 5303 NCDOT 10%	800
Section 5303 FTA 80%	6,400
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	III-C-1
Title	Title VI
5303 Task Objective	Interpret and prepare Title VI documents and monitor Title VI efforts to ensure compliance with FTA approved Title VI program
Tangible Product Expected	Compliance with the Title VI circular and adopted Title VI program
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Title VI program development and compliance efforts
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	300
Section 5303 NCDOT 10%	300
Section 5303 FTA 80%	2,400
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	III-C-3
Title	Minority Business Enterprise
5303 Task Objective	Implement and monitor the MBE program to be compliant with adopted MBE program, update MBE goals as required, and undertake MBE outreach
Tangible Product Expected	MBE participation that is equal to or greater than the adopted and approved MBE goal
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	MBE program oversight
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	100
Section 5303 NCDOT 10%	100
Section 5303 FTA 80%	800
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	III-C-6
Title	Public Involvement
5303 Task Objective	Hear and analyze public comment from monthly meetings of the Authority, email comments, written comments and other comments outlined in the Authority Public Involvement Program. Work with public to update LCP, LRTP, SRTP and other planning documents.
Tangible Product Expected	Make recommendations to appropriate parties from comments made to the Authority by members of the community
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Public comment
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	800
Section 5303 NCDOT 10%	800
Section 5303 FTA 80%	6,400
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	III-E
Title	Management & Operations
5303 Task Objective	MPO and CFPTA staff will conduct required administrative and operational tasks to support Wave Transit. Periodical reviews of administrative agreements and procedures. Staff will perform daily operations to disseminate planning information to the TAC/TCC committee members, the public and/or other agencies.
Tangible Product Expected	Compliance with FTA and NCDOT requirements, well informed community and elected officials about the public transit program, and functional system that meets the needs of the community
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Collection of data and submission to NTD
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	12,775
Section 5303 NCDOT 10%	12,774
Section 5303 FTA 80%	102,198
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	

MPO	Wilmington
FTA Code	442100 - Program Support Administration
Task Code	III-E
Title	Management & Operations – TDM Program
5303 Task Objective	MPO and CFPTA staff will conduct required administrative and operational tasks to support Wave Transit. Periodical reviews of administrative agreements and procedures. Staff will perform daily operations to disseminate planning information to the TAC/TCC committee members, the public and/or other agencies. The MPO will implement Cape Fear Change in Motion 2020.
Tangible Product Expected	Compliance with FTA and NCDOT requirements, well informed community and elected officials about the public transit program, and functional system that meets the needs of the community. Implementation of strategies and of Cape Fear Change in Motion 2020.
Expected Completion Date of Products	June 2024 2 Year Contract
Previous Work	Collection of data and submission to NTD
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA / WMPO
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5303 Local 10%	1,000
Section 5303 NCDOT 10%	1,000
Section 5303 FTA 80%	8,000
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	



MPO	Wilmington
FTA Code	44.27.00 - Special Studies
Task Code	III-D-3
Title	Special Study - Zero Emissions Vehicles Transition Study
5304 Task Objective	To create a plan for transitioning to zero emissions light and heavy-duty passenger vehicles for Cape Fear Public Transportation Authority (dba Wave Transit).
Tangible Product Expected	Create a Zero-Emission Fleet Transition Plan and engineer and design infrastructure for charging stations for future electric vehicles.
Expected Completion Date of Products	June 2023 2 Year Contract
Previous Work	The creation of the plan and study is approved by CFPTA's Board of Directors and is done in collaboration with the North Carolina Department of Transportation.
Relationship	This is a collaborative effort of the Wilmington MPO and the Cape Fear Public Transportation Authority (Wave Transit)
Responsible Agency	CFPTA
SPR - Highway - NCDOT 20%	
SPR - Highway - F11WA 80%	
Section 104 (f) PL, Local 20%	
Section 104 (f) PL, FHWA 80%	
Section 5304 Local 0%	
Section 5304 NCDOT 20%	20,000
Section 5304 FTA 80%	80,000
Section 5307 Transit - Local 10%	
Section 5307 Transit - NCDOT 10%	
Section 5307 Transit - FTA 80%	
Additional Funds - Local 100%	



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**2022 - 2023 Unified Planning Work Program Amendment # 1 5304**  
**May 25th, 2022**

**III-D-3 Special Studies: Consultant – WAVE Zero Emissions Vehicles Transition Study**

Based on anticipated expenditures, the line item increased by \$100,000

The Federal Transit Administration and other primary funding agencies have directed transit agencies nationwide to transition their fleets to Low or No Emissions, with funding priority given to Zero Emissions Vehicles (ZEV). In 2020, North Carolina's governor signed the Multi-State Medium and Heavy-Duty ZEV Memorandum of Understanding, committing to electrifying buses in the state. CFPTA/Wave Transit has a total of 68 vehicles, of which only 30 are CNG low emission vehicles. Eight transit agencies and two airport shuttle services have already begun electrifying their fleet in North Carolina, which ranks 7th in the nation for transit electrification. The study, supported by and coordinated with, the North Carolina Department of Transportation will facilitate 1) the creation of a Zero-Emission Fleet Transition Plan, and 2) the engineering and design for infrastructure for charging stations. The Transition Plan is a requirement by FTA to apply for grant funds supporting any ZEV projects, including vehicles and all related infrastructure. Transportation accounts for 29% of U.S. greenhouse gas emissions. Planning for the electrification of the fleet will help position CFPTA to purchase or lease electric vehicles that help reduce pollutants and combat negative climate change. The implementation of the vehicles over time would help improve the area's air quality index, as well as noise pollution, creating a sustainable city and region for its residents and visitors.



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**2022 - 2023 Unified Planning Work Program Amendment # 2 STBG-DA**  
**October 26th, 2022**

**III-D-3 Special Studies: Consultant - Pender Co. Bike Ped Plan**

Based on anticipated expenditures, the line item decreased by \$8,107

The approved contracted amount by WSP came in under the original \$95,000 estimated for the study to be performed. \$8,107 in available funds will be moved to the WMPO Organizational Study.

**III-D-3 Special Studies: Consultant - MTP Development**

Based on anticipated expenditures, the line item decreased by \$15,000

The MTP Development task has been postponed until FY24. \$15,000 in available funds will be moved to the WMPO Organizational Study.

**III-D-3 Special Studies: Consultant – WMPO Organizational Study**

Based on anticipated expenditures, the line item increased by \$50,000

The Wilmington Urban Area MPO continues to grow and develop, and the federal government continues to provide federal requirements and potential opportunities for MPOs across the county. The 2020 decennial census data is expected to be released by the end of the year that will determine any need to expand our urbanized area (UZA) and planning area boundaries. The MPO desires to understand the relationship between the work programs and organizational needs. The Organizational Assessment will evaluate the current organization in terms of staffing, workloads, capacities, and future opportunities and demands. The Organizational Assessment will provide recommendations to best position the organization for the future.

**III-E Management & Operations**

Based on anticipated expenditures, the line item decreased by \$26,893

\$26,893 in funding reallocated from Management and Operations to pair with funding from the Pender Co. Bike Ped Plan and MTP Development to provide \$50,000 in funding for the WMPO Organizational Special Study.

# Wilmington Urban Area Metropolitan Planning Organization

## FY2023 Unified Planning Work Program Amendment # 2

October 26, 2022

TASK CODE	TASK DESCRIPTION	SEC. 104 (f) PL			STBGP-DA			SECTION 5303				Section 5304			TASK FUNDING SUMMARY			
		Highway / Transit			Highway / Transit			Transit / Highway				Transit / Highway			LOCAL	NCDOT	FEDERAL	TOTAL
		LOCAL 20%	FHWA 80%	Total 100%	LOCAL 20%	FHWA 80%	Total 100%	LOCAL 10%	NCDOT 10%	FTA 80%	Total 100%	NCDOT 20%	FTA 80%	Total 100%				
II-A	<b>SURVEILLANCE OF CHANGE</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-1	Traffic Volume Counts	14,035	56,141	70,176	-	-	-	-	-	-	-	-	-	-	14,036	-	56,141	70,177
II-A-2	Vehicle Miles of Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-3	Street Systems Changes	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-4	Traffic Accidents	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-5	Transit System Data	-	-	-	-	-	-	2,200	2,200	17,600	22,000	-	-	-	2,200	2,200	17,600	22,000
II-A-6	Dwelling Unit, Pop. & Emp. Change	800	3,200	4,000	-	-	-	-	-	-	-	-	-	-	800	-	3,200	4,000
II-A-7	Air Travel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-8	Vehicle Occupancy Rates	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-9	Travel Time Studies	50	200	250	-	-	-	-	-	-	-	-	-	-	50	-	200	250
II-A-10	Mapping	-	-	-	19,635	78,538	98,173	-	-	-	-	-	-	-	19,635	-	78,538	98,173
II-A-11	Central Area Parking Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-A-12	Bike & Ped. Facilities Inventory	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B	<b>LONG RANGE TRANSPORTATION PLANNING</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-1	Collection of Base Year Data	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-2	Collection of Network Data	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-3	Travel Model Updates	2,000	8,000	10,000	-	-	-	-	-	-	-	-	-	-	2,000	-	8,000	10,000
II-B-4	Travel Surveys	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-5	Forecast of Data to Horizon year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-6	Community Goals & Objectives	1,000	4,000	5,000	-	-	-	200	200	1,600	2,000	-	-	-	1,200	200	5,600	7,000
II-B-7	Forecast of Future Travel Patterns	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-8	Capacity Deficiency Analysis	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-9	Highway Element of the LRTP	4,800	19,200	24,000	-	-	-	-	-	-	-	-	-	-	4,800	-	19,200	24,000
II-B-10	Transit Element of the LRTP	200	800	1,000	-	-	-	900	900	7,200	9,000	-	-	-	1,100	900	8,000	10,000
II-B-11	Bicycle & Ped. Element of the LRTP	4,600	18,400	23,000	-	-	-	-	-	-	-	-	-	-	4,600	-	18,400	23,000
II-B-12	Airport/Air Travel Element of LRTP	500	2,000	2,500	-	-	-	-	-	-	-	-	-	-	500	-	2,000	2,500
II-B-13	Collector Street Element of LRTP	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
II-B-14	Rail, Water or other mode of LRTP	500	2,000	2,500	-	-	-	-	-	-	-	-	-	-	500	-	2,000	2,500
II-B-15	Freight Movement/Mobility Planning	600	2,400	3,000	-	-	-	-	-	-	-	-	-	-	600	-	2,400	3,000
II-B-16	Financial Planning	400	1,600	2,000	-	-	-	800	800	6,400	8,000	-	-	-	1,200	800	8,000	10,000
II-B-17	Congestion Management Strategies	3,000	12,000	15,000	-	-	-	-	-	-	-	-	-	-	3,000	-	12,000	15,000
II-B-18	Air Qual. Planning/Conformity Anal.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-A	<b>PLANNING WORK PROGRAM</b>	400	1,600	2,000	-	-	-	-	-	-	-	-	-	-	400	-	1,600	2,000
III-B	<b>TRANSPORTATION IMPROVEMENT PROGRAM</b>	1,000	4,000	5,000	-	-	-	-	-	-	-	-	-	-	1,000	-	4,000	5,000
III-C	<b>CVL RGTS. CMP./OTR. REG. REQ.</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-C-1	Title VI	100	400	500	-	-	-	300	300	2,400	3,000	-	-	-	400	300	2,800	3,500
III-C-2	Environmental Justice	400	1,600	2,000	-	-	-	-	-	-	-	-	-	-	400	-	1,600	2,000
III-C-3	Minority Business Enterprise	50	200	250	-	-	-	100	100	800	1,000	-	-	-	150	100	1,000	1,250
III-C-4	Planning for the Elderly & Disabled	50	200	250	-	-	-	-	-	-	-	-	-	-	50	-	200	250
III-C-5	Safety/Drug Control Planning	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-C-6	Public Involvement	4,000	16,000	20,000	-	-	-	800	800	6,400	8,000	-	-	-	4,800	800	22,400	28,000
III-C-7	Private Sector Participation	250	1,000	1,250	-	-	-	-	-	-	-	-	-	-	250	-	1,000	1,250
III-D	<b>INCIDENTAL PLNG./PROJECT DEV.</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-D-1	Transportation Enhancement Plng.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-D-2	Enviro. Analysis & Pre-TIP Plng.	100	400	500	-	-	-	-	-	-	-	-	-	-	100	-	400	500
III-D-3	Special Studies: Staff Time - Planning	2,000	8,000	10,000	-	-	-	-	-	-	-	-	-	-	2,000	-	8,000	10,000
III-D-3	Special Studies: Consultant - Pender Co. Bike Ped Plan	-	-	-	17,379	69,514	86,893	-	-	-	-	-	-	-	17,379	-	69,514	86,893
III-D-3	Special Studies: Consultant - MTP Development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
III-D-3	Special Studies: Consultant - WAVE Zero Emissions Vehicle Study	-	-	-	-	-	-	-	-	-	-	20,000	80,000	100,000	20,000	-	80,000	100,000
III-D-3	Special Studies: Consultant - WMPO Organizational Study	-	-	-	10,000	40,000	50,000	-	-	-	-	-	-	-	10,000	-	40,000	50,000
III-D-4	Regional or Statewide Planning	500	2,000	2,500	-	-	-	-	-	-	-	-	-	-	500	-	2,000	2,500
III-E	<b>MANAGEMENT &amp; OPERATIONS</b>	48,640	194,559	243,199	104,685	418,743	523,428	12,775	12,774	102,198	127,748	-	-	-	166,100	12,774	715,500	894,374
III-E	Management & Operations: Staff Time - TDM Program	-	-	-	18,000	72,000	90,000	1,000	1,000	8,000	10,000	-	-	-	19,000	1,000	80,000	100,000
TOTALS		\$89,975	\$359,900	\$449,875	\$169,699	\$678,795	\$848,494	\$19,076	\$19,074	\$152,598	\$190,748	\$20,000	\$80,000	\$100,000	\$298,750	\$19,074	\$1,271,293	\$1,589,117

### Anticipated DBE Contracting Opportunities for FY 2023

Name of MPO: Wilmington Urban Area MPO

Person Completing Form: Mike Kozlosky Telephone Number: 910-342-2781

Prospectus Task Code	ProspectusDescription	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out
III-D-3	Special Studies: Pender County Bike Ped Plan	City of Wilmington	Consultant	\$69,514	\$86,893
III-D-3	Special Studies: Consultant for MTP Development	City of Wilmington	Consultant	\$0	\$0
III-D-3	Special Studies: Zero Emissions Vehicles Transition Study	NC DOT	Consultant	\$80,000	\$100,000
<b>III-D-3</b>	Special Studies: WMPO Organizational Study	City of Wilmington	Consultant	\$40,000	\$50,000

**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
BOARD**

**RESOLUTION APPROVING THE FY 2023 UNIFIED PLANNING WORK PROGRAM  
FOR THE WILMINGTON URBAN AREA METROPOLITAN PLANNING  
ORGANIZATION**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority, and the North Carolina Board of Transportation; and

**WHEREAS**, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Wilmington Urban Area; and

**WHEREAS**, the City of Wilmington has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program (Section 5303) funds and Federal Highway Administration Metropolitan Planning (Section 104(f)) funds; and

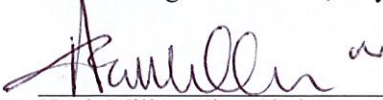
**WHEREAS**, members of the Wilmington Urban Area Metropolitan Planning Organization Board agree that the Planning Work Program will effectively advance transportation planning for State Fiscal Year 2022-2023.

**NOW THEREFORE**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby endorses the FY 2022-2023 Planning Work Program for the Wilmington Urban Area.

**ADOPTED** at a regular meeting of the Wilmington Urban Area Metropolitan Planning Organization's Board on March 30, 2022.

\*\*\*\*\*

I, Hank Miller, Vice-Chair of the Board of the Wilmington Urban Area Metropolitan Planning Organization do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Board, duly held on this the 30th day of March, 2022.

  
\_\_\_\_\_  
Hank Miller, Vice-Chair

\*\*\*\*\*Subscribed and sworn to me this 30<sup>th</sup> day of March, 2022.

  
\_\_\_\_\_  
Notary Public

My commission expires August 15, 2025



**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
BOARD**

**RESOLUTION APPROVING AMENDMENT #1 TO THE FISCAL YEAR 2023 UNIFIED  
PLANNING WORK PROGRAM**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority, and the North Carolina Board of Transportation; and

**WHEREAS**, the Fiscal Year (FY) 2023 Unified Planning Work Program documenting the continuing, cooperative, and comprehensive transportation planning program in the Wilmington Urban Area was adopted by the Wilmington Urban Area Metropolitan Planning Organization's Board on March 30, 2022; and


**WHEREAS**, the need for amendments to the FY 2023 Unified Planning Work Program has been evaluated and justified in order to effectively advance transportation planning for FY 2023; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization can amend the FY 2023 Unified Planning Work Program to cover any anticipated expenditures for the fiscal year; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization proposes amendments to the FY 2023 Unified Planning Work Program to reflect current and anticipated expenditures.

**NOW THEREFORE**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby approves Amendment #1 to the FY 2023 Unified Planning Work Program.

**ADOPTED** at a regular meeting of the Wilmington Urban Area Metropolitan Planning Organization's Board on May 25, 2022.

  
\_\_\_\_\_  
David Piepmeyer, Chair

  
\_\_\_\_\_  
Mike Kozlosky, Secretary

**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
BOARD**

**RESOLUTION APPROVING AMENDMENT #2 TO THE FISCAL YEAR 2023 UNIFIED  
PLANNING WORK PROGRAM**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority, and the North Carolina Board of Transportation; and

**WHEREAS**, the Fiscal Year (FY) 2023 Unified Planning Work Program documenting the continuing, cooperative, and comprehensive transportation planning program in the Wilmington Urban Area was adopted by the Wilmington Urban Area Metropolitan Planning Organization's Board on March 30, 2022; and

**WHEREAS**, the Board of the Wilmington Urban Area Metropolitan Planning Organization adopted Amendment #1 on May 25, 2022; and

**WHEREAS**, the need for amendments to the FY 2023 Unified Planning Work Program has been evaluated and justified in order to effectively advance transportation planning for FY 2023; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization can amend the FY 2023 Unified Planning Work Program to cover any anticipated expenditures for the fiscal year; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization proposes amendments to the FY 2022 Unified Planning Work Program to reflect current and anticipated expenditures.

**NOW THEREFORE**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby approves Amendment #2 to the FY 2023 Unified Planning Work Program.

**ADOPTED** at a regular meeting of the Wilmington Urban Area Metropolitan Planning Organization's Board on October 26, 2022.

  
David Piepmeyer, Chair

  
Mike Kozlosky, Secretary



**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
BOARD**

**RESOLUTION CERTIFYING THE WILMINGTON URBAN AREA METROPOLITAN  
PLANNING ORGANIZATION'S TRANSPORTATION PLANNING PROCESS**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority, and the North Carolina Board of Transportation; and

**WHEREAS**, the Board has found that the Wilmington Urban Area Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607; and

**WHEREAS**, the Board has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794; and

**WHEREAS**, the Board has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Section 1003(b) of ISTEA of 1991 (Pub. L. 102-240), Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23); and

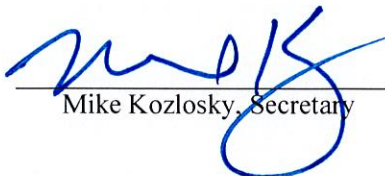
**WHEREAS**, the Board has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations (49 CFR parts 27, 37, and 38); and

**WHEREAS**, the Metropolitan Transportation Plan has a planning horizon year of 2045, and meets all the requirements for an adequate Metropolitan Transportation Plan.

**NOW THEREFORE**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby certifies the transportation planning process for the Wilmington Metropolitan Planning Organization on this the 30th day of March 2022.



Hank Miller, Vice-Chair



Mike Kozlosky, Secretary