

**Wilmington Urban Area MPO  
Technical Coordinating Committee  
Wednesday, August 16, 2023  
Remote Meeting Minutes**

**Members Present**

Stephanie Ayers, NC State Ports Authority  
Sam Boswell, Cape Fear Council of Governments  
Helen Bunch, Brunswick County  
Adam Moran, Pender County  
Carolyn Caggia, WMPO  
Jon Dodson, Cape Fear Public Transit Authority  
Marissa Ernst, Town of Leland  
Adrienne Harrington, Town of Belville  
Michelle Howes, NCDOT  
Paula Kempton, Town of Carolina Beach  
Mike Kozlosky, TCC Chairman, WMPO  
Rachel LaCoe, New Hanover County  
Nazia Sarder, TCC Vice Chair, NCDOT  
Denys Vielkanowitz, City of Wilmington

**Others Present**

Zachary Bugg, Kittleson & Assoc.  
Regina Hopkins, WMPO  
David Hursey  
Scott A. James, WMPO  
Jamar Johnson, WMPO  
Vanessa Lacer, WMPO  
Abby Lorenzo, WMPO  
Amy Passaretti, Port City Daily  
Greer Shivers, WMPO  
Emma Stogner, WMPO

**Members Absent**

Michelyn Alston, Town of Navassa  
Granseur Dick, Wilmington International Airport  
Robert O'Quinn, Town of Wrightsville Beach  
Mandy Sanders, Town of Kure Beach

**1) Call to Order**

Chairman Mike Kozlosky called the meeting of the Technical Coordinating Committee to order at 10:01 a.m., confirmed a quorum was present, and called the roll as follows:

**Present:** Stephanie Ayers, Sam Boswell, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz.

**Nays:** None. **Absent:** Michelyn Alston, Helen Bunch, Granseur Dick, Adam Moran, Robert O'Quinn and Mandy Sanders.

**2) Approval of the Agenda**

Ms. LaCoe made a motion to approve the agenda, seconded by Mr. Dodson, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz.

**Nays:** None. **Absent:** Michelyn Alston, Helen Bunch, Granseur Dick, Adam Moran, Robert O'Quinn and Mandy Sanders.

**3) Consent Agenda**

- a. **Approval of TCC Meeting Minutes- July 12, 2023**
- b. **Resolution approving 2020-2029 STIP/MPO Amendments #23-4**
- c. **Resolution approving 2020-2029 STIP/MPO Administrative Modifications #23-5**

d. **Resolution revising the award of the FY 23 Surface Transportation Block Grant- Direct Attributable Funds for the Traffic Signal at 3rd Street/Ann Street from the City of Wilmington to North Carolina Department of Transportation**

Regarding Item B, Mr. Vielkanowitz inquired about the project break requested by Transportation Mobility. Ms. Howes and Ms. Sarder responded that they would investigate and report back.

Mr. Vielkanowitz made a motion to approve the Consent Agenda as presented, seconded by Mr. Boswell, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz.

**Nays:** None. **Absent:** Michelyn Alston, Helen Bunch, Granseur Dick, Adam Moran, Robert O'Quinn and Mandy Sanders.

4) **Regular Agenda**

a. **Resolution adopting the 2024-2033 State/Metropolitan Planning Organization Transportation Improvement Programs**

Mr. Kozlosky said that the 2024-2033 Statewide/Metropolitan Transportation Improvement Program (STIP/MTIP) was adopted by the NC Board of Transportation at its June 6<sup>th</sup> meeting. He noted that the MPO is required to mutually adopt this program with NCDOT. He added that this program is the culmination of more than two years' worth of work. Per the adopted Public Participation Policy, the MPO Board has conducted the required 30-day public comment period and held a public hearing at its last meeting. Therefore, the MPO has followed the process and would request a recommendation of approval of this program.

Mr. Kozlosky made a motion to adopt the 2024-2033 STIP/MPO TIP, seconded by Ms. Laco, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Adam Moran, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

b. **Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Aviation Project Submittals**

Ms. Lorenzo provide an overview of Regular Agenda Items B through G. She said that last month at its July 26<sup>th</sup> meeting, the MPO Board opened a 14-day public comment period for the Prioritization 7.0 (P 7.0) draft project lists. She noted that yesterday, Mr. Kozlosky sent out a memo with the 21 comments that were received (19 during that 14-day public comment period and an additional two shortly thereafter).

Ms. Lorenzo summarized that most comments were in support of the project addressing the widening of Independence Boulevard between US 421 (Carolina Beach Road) and River Road, as well as the bicycle and pedestrian projects, and passenger rail service. She noted that since the memo was sent, a few changes were made. She noted that two freight rail projects (Castle Hayne to Wallace, and Malmo to Whiteville) have been removed from the MPO's rail list and will instead be included by Cape Fear Rural Planning Organization (RPO).

Regarding roadway projects, the MPO working with Division 3 has adjusted the project limits and descriptions for the two (2) Murrayville Road widening projects (US-117 through I-40 with an interchange at I-40; and I-140 through its current terminus to US 17 Market Street). Another change involves RW-42, the US 17 Access Management Improvement Project from Carolyn Drive to Zion Church Road, which has been swapped out for U-6083, the North 23rd Street Widening Project. Again, coordinating with Division 3 as well as Cape Fear RPO, Division 3 will be submitting the full US 17 Access Management Improvement Project from Carolyn Drive to NC 87, which is located half within the MPO's planning boundary and the other half within the Cape Fear RPO's boundary. In its place, the MPO will be submitting the North 23rd Street Widening Project. The other four (4) modal project lists have remained unchanged and are included in the agenda packet.

Ms. Lorenzo requested a recommendation from the TCC this month and said that the projects need to be submitted to SPOT online no later than September 29<sup>th</sup>. She explained that this will allow staff adequate time to finish collecting the necessary information for each of these projects and get them into SPOT online.

Mr. Moran expressed concerns that he has not received the email with the comments and requested to be added to the email list. Mr. Kozlosky said that he sent the list with comments to the same emails as the agenda packet. Ms. LaCoe commented she received the email with the comments.

Mr. Vielkanowitz asked if the projects are listed in priority order. Ms. Lorenzo responded that they are not prioritized and noted that the MPO is eligible to submit up to 20 projects per mode.

Ms. Boswell asked for a clarification regarding the Murrayville Road projects. Ms. Lorenzo responded that NCDOT will be submitting them.

There being no further questions, Mr. Kozlosky said that each modal list will be considered separately.

Mr. Dodson made a motion to approve P 7.0 Aviation Project Submittals, seconded by Mr. Boswell, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** Stephanie Ayers and Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**c. Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Bicycle and Pedestrian Project Submittals**

Ms. Harrington made a motion to approve P 7.0 Bicycle and Pedestrian Project Submittals, seconded by Ms. Sarder, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**d. Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Ferry Project Submittals**

Ms. Ayers made a motion to approve P 7.0 Ferry Project Submittals, seconded by Ms. Bunch, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**e. Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Public Transportation Project Submittals**

Mr. Boswell made a motion to approve the list for P 7.0 Public Transportation Project Submittals, seconded by Ms. Sarder, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**f. Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Rail Project Submittals**

Mr. Dodson made a motion to approve the revised list for P 7.0 Rail Project Submittals, seconded by Ms. Howes, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**g. Resolution approving the Wilmington Urban Area Metropolitan Planning Organization's Prioritization 7.0 Roadway Project Submittals**

Ms. Sarder made a motion to approve the revised P 7.0 Roadway Project Submittals, seconded by Mr. Dodson, and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Abstain:** and Adam Moran. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

**h. Resolution adopting the Wilmington Urban Area Metropolitan Planning Organization's Closed Session Policy**

Mr. Kozlosky said that Item H is a resolution adopting the WMPO's closed session policy. This policy has been developed to govern how the MPO Board conducts closed sessions, since the Board is permitted to go into closed session per NC General Statute. He noted that staff worked closely with MPO Attorney Matt Nichols on the development of this policy.

Mr. Kozlosky made a motion to approve the closed session policy, seconded by Ms. Bunch and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Jon Dodson, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Adam Moran, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Absent:** Michelyn Alston, Granseur Dick, Robert O'Quinn and Mandy Sanders.

5) Discussion

a. 2020-2029 STIP/MPO Transportation Improvement Program Administrative Modifications #23-6

Mr. Koslosky said this is for the Integrated Mobility Division (IMD) for S-Line planning activities, which will be brought back for consideration at the next meeting.

b. Wilmington Urban Area Metropolitan Planning Organization Boundary, Governance, and Structure

Mr. Kozlosky said that the MPO Board created a subcommittee to consider changes to the MPO's boundary, governance, and structure. The subcommittee met on August 14<sup>th</sup> and recommended no changes to the MPO planning area boundary or the voting structure. He noted that staff will present this recommendation to the Board at their August 30th meeting.

Mr. Moran asked how often the MPO considers these changes. Mr. Kozlosky responded that the MPO is required by federal law and state statute to evaluate its boundary, structure, and governance every 10 years with the release of the decennial Census.

6) Updates

a. Wilmington Urban Area MPO

b. Cape Fear Public Transportation Authority

c. NCDOT Division

d. NCDOT Transportation Planning Division

Mr. Kozlosky said that the updates are included in the agenda packet.

Mr. Dodson announced that the Cape Fear Public Transportation Authority Board selected a new Executive Director last week who will start on September 5th. He noted that the new executive is Mark Hairr from Knoxville, Tennessee.

Mr. Kozlosky commented that he looks forward to working with Mr. Hairr and to continue working with Mr. Dodson.

Ms. Howes said that NCDOT Division 3 is hoping to open the Military Cutoff Road Extension sometime in the middle of September. She noted that a ribbon cutting will be announced once finalized.

For NCDOT Transaction Planning Division, Ms. Sarder said that upper management is reviewing the Brunswick County CTP, and as soon as comments are received, she and Mr. Boswell will start preparing the presentations. For the Wilmington Travel Design Model (TDM), the base year data has been received from Ms. Lorenzo, and there are plans to wrap it up in the next month and a half. She added that preliminary work has already begun for the future year. Additionally, not in the updates, work on the Pender County CTP will begin this fall.

7) Announcements

a. Direct Attributable Submittal Pre-Applications Due- August 11th

b. 2050 MTP Citizen Advisory Committee Meeting- August 16th

c. Go Coast Committee Meeting-August 17th

d. Direct Attributable Project Submittals Due- September 15th

e. Cape Fear Navigating Change 2050 MTP Outreach Period – through November 30, 2023

Mr. Kozlosky noted that the pre-applications for the Direct Attributable (DA) funds has already passed. He added that the 2050 MTP Citizens Advisory Committee will meet at 2:00 p.m. today, and the Go Coast Quarterly meeting will be held at 3:00 p.m. tomorrow.

Mr. James commented that more pre-application submittals were received than expected. He noted that staff reviewed them and provided comments. He noted that applications for formal review must be received by September 15<sup>th</sup>.

Regarding Cape Fear Navigating Change 2050 MTP Outreach, Mr. Kozloksy reported that there was a kickoff event held on August 3rd and a public event yesterday morning in Carolina Beach. Ms. Lacer encouraged all TCC members to take the survey, which can be found at [www.wmpo.org](http://www.wmpo.org). She noted that several public meetings are coming up and include Belville on Thursday, and Pender County and at the New Hanover County Senior Resource Center next week as well as a virtual public meeting. More information, a communication toolkit, and the schedule can be found at [www.wmpo.org](http://www.wmpo.org) under Cape Fear Navigating Change.

**8) Next meeting- September 13, 2023**

Mr. Kozlosky announced that there will be a new, larger venue for the next TCC meeting on the first floor of 305 Chestnut Street with the hopes of returning to meeting in-person if there's interest. He noted that there is also an interest in keeping the remote option, which will continue to be offered.

There being no further business, Ms. Ayers made a motion to adjourn the meeting, seconded by Ms. Sarder and the motion carried unanimously by roll call vote as follows:

**Ayes:** Stephanie Ayers, Sam Boswell, Helen Bunch, Carolyn Caggia, Michelle Howes, Marissa Ernst, Adrienne Harrington, Paula Kempton, Mike Kozlosky, Rachel LaCoe, Adam Moran, Nazia Sarder and Denys Vielkanowitz. **Nays:** None. **Absent:** Michelyn Alston, Granseur Dick, Jon Dodson, Robert O'Quinn and Mandy Sanders.

The meeting adjourned at 10:36 a.m.

**THE ABOVE MINUTES ARE NOT A VERBATIM RECORD OF THE PROCEEDINGS.**  
**THE ENTIRE PROCEEDINGS ARE RECORDED DIGITALLY AS PART OF THIS RECORD.**