**Wilmington Urban Area MPO**  
**Technical Coordinating Committee**  
**Wednesday, March 13, 2024**  
**Remote Meeting Minutes**

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| **Members Present in Person**  Sam Boswell, Cape Fear Council of Governments  Mike Kozlosky, TCC Chairman, WMPO  Karlene Ellis Vitalis, New Hanover County  Michelle Howes, NCDOT  **Members Absent**  Michelyn Alston, Town of Navassa  Robert O'Quinn, Town of Wrightsville Beach  Granseur Dick, Wilmington International Airport  Denys Vielkanowitz, City of Wilmington  Jessica Moberly, Town of Leland  Carolyn Caggia, WMPO | **Members Present Remote**  Stephanie Ayers, NC State Ports Authority  Adam Moran, Pender County  Helen Bunch, Brunswick County  Mark Hairr, Cape Fear Public Transit Authority  Adrienne Harrington, Town of Belville  Nazia Sarder, TCC Vice Chair, NCDOT  Mandy Sanders, Town of Kure Beach  Jeremy Hardison, Town of Carolina Beach  **Others Present**  Tera Cline, WMPO  Scott A. James, WMPO (remote)  Abby Lorenzo, WMPO (remote)  Greer Shivers, WMPO  Jamar Johnson, WMPO (remote)  Vanessa Lacer, WMPO  Andrew Kittelson (remote) |
|  | Beth King, WMPO  Kim Nguyen, NCDOT (remote) |

**1) Call to Order**

Chairman Mike Kozlosky called the meeting of the Technical Coordinating Committee to order at 10:00 a.m., confirmed a quorum was present, and called the roll as follows:

**Present In Person:** Sam Boswell, Mike Kozlosky, Karlene Ellis Vitalis, and Michelle Howes. **Present Remotely**: Adam Moran, Helen Bunch, Adrienne Harrington, Stephanie Ayers, Mark Hairr, Nazia Sarder, Mandy Sanders, and Jeremy Hardison. **Absent:** Gloria Abbotts, Michelyn Alston, Robert O’Quinn, Denys Vielkanowitz, Granseur Dick and Jessica Moberly and Carolyn Caggia.

**2) Approval of Agenda**

Michelle Howes made a motion to approve the agenda, seconded by Stephanie Ayers, and the motion carried unanimously

**3) Presentations**

**Brunswick County Comprehensive Transportation Plan (CTP), Nazia Sarder, NCDOT**

Nazia Sarder, NCDOT, presented the Brunswick County Comprehensive Transportation Plan. She stated the purpose of this presentation is informational only for the WMPO. The plan study area includes all of Brunswick County, minus the WMPO area. The adopting agencies will be adopting the main report , which includes multi-modal maps and recommendations. Ms. Sarder went over what a CTP is noting it’s a 25-to-30-year long range, multi-modal transportation plan that assesses Brunswick County’s existing and future transportation needs, including roadways, bicycle, and pedestrian facilities. The CTP identifies transportation deficiencies, setting short- and long-term transportation priorities and establishing a relationship between local and regional expectations. It reinforces and supports other local and regional planning and funding initiatives. She stated the CTP provides a framework for local governments , regional planning organizations and NCDOT to work together on a long-range vision for transportation facilities. It is also used to identify priority projects for funding and construction that will eventually connect to achieve the larger vision for the transportation network as well as lower scale projects that are important to the local area. A major benefit of having a CTP is eventual submittal of projects to NCDOT for funding that we know as Prioritization.

Mr. Sarder stated that the Brunswick County CTP consists of 54 pages of the main report and 359 pages of Appendices. She noted a lot of information, and details went into creating the CTP since 2020 including multi- modal maps, including highway, bicycle, pedestrian, and rail/transit. The CTP also includes bridge crash and title 6 maps and environmental data.

She stated that the steering committee included 63 members from each adopting agency. They met for almost one year straight twice a month to create the CTP. There was also a NCDOT Division 3 committee that provided the needs of the area and local transportation network. There was a process called Interagency Coordination Protocol, where subject matter experts from local, State, and federal agencies reviewed the CTP during the entire process and provided feedback.

Ms. Sarder stated that members of the public who live and visit the county were encouraged to offer feedback. An online and paper survey were available and around 7,000 surveys were completed. The in-person events were well received with over 100 people joining those. Those sessions were hosted in Calabash, Bolivia, and Saint James.

She noted the adopting agencies and mentioned the Cape Fear RPO is endorsing the CTP. Adoption presentations started back in January and the goal is to complete local adoptions by the end of March. Then go to NCDOT Board of Transportation in April or May. She then shared the QR code to view the entire CTP.

She stated that there are 176 projects that are being recommended in the next 25 to 30 years throughout Brunswick County across all modes. She shared a map displaying the various facility types that are being recommended, such as freeways, expressways, boulevards, etc. The next map she displayed was the recommendations map, which goes into detail about the type of recommendation that is being made from the previous map. For example, whether its due to congestion, access management, safety, or modernization.

She mentioned that the WMPO has been apart of the process as well. Abby Lorenzo participated in every steering committee meeting since 2020, to ensure continuity and connectivity at the border and ensuring projects coming from the boundary are the same recommendations that are in the MPO’s MTP.

Ms. Sarder noted that each map ID is associated with the description on the project list. On the appendix of the report, project sheets are also included that contain every kind of detail that you can imagine on a specific project.

She stated that Brunswick County depends on a Dial and Ride program right now offered through Brunswick County Transit that serves the residents of the county as a demand response transit option. The county has a vision to accommodate for seasonal months and is proposing a park and ride which does not exist right now, and it would only run during the summer months.

She said the only rail recommendation is to have the Carolina Line, also known as the RJCS. This is an abandoned line from Whiteville to Malmo and is being proposed for re-establishment. Between those locations is a strategic economic development opportunity to complete a link in the network.

Ms. Sader presented the final set of recommendations which are bicycle and pedestrian facilities. She stated that previous CTP recommendations, local bicycle, and pedestrian recommendations from local plans, as well as State and Regional plans, such as the East Coast Greenway Plan have been incorporated.

**4) Consent Agenda**

**a. Approval of TCC Meeting Minutes- February 14, 2024**

**b. Resolution approving 2024-2033 STIP/MPO Amendment #24-1**

**c. Resolution approving 2024-2033 STIP/MPO Administrative Modifications #24-2**

Sam Boswell made a motion to approve the consent agenda and it was Seconded by Mark Hairr. Motion carried unanimously.

**6)** **Regular Agenda**

**a. Resolution approving Amendment #2 to the FY 24 Unified Planning Work Program**

Mike Kozlosky explained that the MPO has the ability to review our projected expenditures and compare those projected expenditures to our adopted budget. This proposed amendment cleans up the MPO’s anticipated expenditures for the remainder of the fiscal year for both PL 104 and the STBG programs.

Nazia Sarder made a motion to approve, and Stephanie Ayers seconded. Motion carried unanimously.

**b. Resolution adopting the FY 25 Unified Planning Work Program**

Mike Kozlosky stated that in January, staff presented a draft UPWP. The MPO conducted the public outreach component required in the MPO’s participation plan.

Adam Moran asked Mike Kozlosky what the UPWP is used for and what its purpose.

Mike Kozlosky stated it outlines tasks the MPO anticipates completing over the next fiscal year and the MPO’s budget.

Mark Hairr made a motion to approve, and Adrienne Harrington seconded, motion carried unanimously.

**c. Resolution certifying the WMPO ‘s Transportation Planning Process**

Mike Kozlosky explained that the MPO has to certify on an annual basis that they are conducting transportation planning in accordance with federal law. He noted there was a checklist in the packet that outlines how that is being achieved.

Sam Boswell made a motion to approve, and Karlene Ellis Vitalis seconded. Motion carried unanimously.

**7)** **Discussion**

* 1. 2024-2033 STIP/MPO Transportation Improvement Program Administrative Modifications # 24-3

Mike Kozlosky stated this was for informational purposes only and will be brought back at the next meeting.

**8) Updates**

**a. Wilmington Urban Area MPO**

Mike Kozlosky noted that updates are included in the packet. Additionally, he added a recommendation from the MPO Organizational Assessment was to hold a joint meeting between the TCC and the MPO Board. The MPO Board supported in their last meeting to conduct this joint meeting. The Board suggested meeting before the Board meeting in June. As part of the Organizational Assessment, it also recommends that a survey be conducted annually and that is scheduled to be released at the beginning of April. Other potential items are an MTP update and a grant presentation that the MPO has been working with HDR.

**b. Cape Fear Public Transit Authority**

Mark Hairr, WAVE, stated updates were in the packet and he would answer any questions if needed.

**c. NCDOT Integrated Mobility Division**

Kim Nguyen, NCDOT stated items are included in the packet. She also outlined the multi-modal planning grant, and updates on the Carolina Beach bike/ped plan and the Kure Beach paved trails feasibility study.

**d. NCDOT Transportation Planning Division**

Michelle Howes, NCDOT, gave an update on current and completed DOT projects.

**e. NCDOT Transportation Planning Division**

Nazia Sarder, NCDOT, stated The Wilmington travel demand model is still ongoing. Additional feedback for socioeconomic data has been received from the MPO and will be incorporated into the model and presented to the TCC and MPO Board. The Pender County had their second CTP meeting, and it covers the entire county minus the WMPO area. They will be meeting twice a month for the next few months with the steering committee. All other updates are included in the packet.

**9) Announcements**

**a. WMPO Bike/Ped committee met March 12, 2024**

**b. MTP Technical Advisory Committee-February 15, 2024**

**c. Go Coast TDM Committee- February 15, 2024**

Next meeting- April 10, 2024

There being no further business, Sam Boswell made a motion to adjourn the meeting, seconded by Michelle Howes and the motion carried unanimously.

The meeting was adjourned at 10:28 a.m.

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