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Meeting Minutes
Wilmington Urban Area Metropolitan Planning Organization
Bicycle and Pedestrian Advisory Committee (BPAC)
December 9, 2025

Members Present

Steve Zinder (Chair), UNCW
Carolyn Caggia, WMPO
Katie Carus-Childers, Town of Wrightsville Beach
Adrienne Cox, NCDOT Division 3
Brianna D'Itri, Wave Transit
Adrienne Harrington, Town of Belville
Rodney Kidd, Town of Carolina Beach
Bethany King, WMPO
Mo Linquist, Town of Kure Beach
Al Schroetel, Cape Fear Cyclists
Karlene Ellis Vitalis
Steve Whitney, Brunswick County

Members Absent

Jonathan Harrell, NC Board of Transportation
Karin Mills (Vice Chair), City of Wilmington
Carol Stein, Pender County

Others Present

Amanda Halbert, WMPO
Caitlin Cerza, WMPO
Luke Hutson, WMPO
Jim Chisum, New Hanover County
Brad Cannon, Wave Transit
Landin Holland, Town of Navassa
Eric Ritzel, NCDOT Division 3

1. Call to Order

Chairman Steve Zinder called the meeting to order at 2:02 pm.

2. Approval of the Agenda

Brianna D'Itri made a motion to approve the agenda, seconded by Steve Whitney. The motion passed unanimously.

3. Public Comment Period

No public comments were received.

4. Consent Agenda

a. Approval of WMPO BPAC Regular Meeting Minutes- October 14, 2025

Mr. Whitney made a motion to approve the February minutes, seconded by Katie Carus-Childers. The motion passed unanimously.

5. Regular Agenda

a. Adoption of the 2026 Meeting Schedule

Beth King presented the draft 2026 meeting schedule. There were no questions or comments. Ms. Carus-Childers made a motion to approve the meeting schedule, seconded by Karlene Ellis Vitalis. The motion passed unanimously.

b. Election of 2026 Chair and Vice Chair

Ms. King opened the floor for nominations for the 2026 BPAC Chair and Vice Chair, stating that Chairman Zinder and Vice Chair Karin Mills are both eligible

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for a second term. Mr. Whitney made a motion to re-elect both Mr. Zinder and Ms. Mills, seconded by Ms. Carus-Childers. The motion passed unanimously.

c. Adoption of the 2026 Work Plan

Ms. King overviewed the draft work plan, which incorporated feedback from the October meeting. Ms. King then opened the floor to questions, of which there were none. Mo Linquist made a motion to approve the 2026 work plan as written, seconded by Rodney Kidd. The motion passed unanimously.

d. Approval of the Bylaws

Ms. King provided a presentation on the proposed changes and updates to the Committee's bylaws. Included in the presentation was information on why the bylaws were being updated and a summary of the drafted updates. Following the presentation, Ms. King opened the floor for discussion.

Al Schroetel commented that he liked the addition of ex officio members but asked for clarification on how they would be identified and appointed. Ms. King stated that WMPO staff would work to identify appropriate organizations or individuals for these positions, but each appointment requires Board approval. Chairman Zinder asked if ex officio members would be subject to the same expectations that Board-appointed members are, which Ms. King affirmed.

Ms. Carus-Childers asked about a proposed line which stated that Board-appointed members must reside in the jurisdiction for which they are appointed. She stated that if this is the case, current members like her may not be eligible to serve on the Committee. Ms. King stated that the intent was to ensure that appointed members have knowledge of and experiences in the communities they represent. Ms. King stated that that article would be re-written to say that appointees must be residents or staff of the jurisdiction they represent. Ms. Carus-Childers agreed with this change.

Ms. King stated that following the Committee's approval of the bylaws, they would go before the TCC and WMPO Board prior to taking effect.

Following discussion, Ms. D'Itri made a motion to approve the bylaws with the proposed changes discussed. This was seconded by Mr. Whitney. The motion passed unanimously.

6. Discussion

a. Draft 2026 Rules of Procedure

Ms. King introduced the draft Rules of Procedure, stating that they will supplement the bylaws and be updated annually by the Committee. She stated that the Rules of Procedure will be brought back to the February 2026 meeting for approval.

Adrienne Cox requested that the Rules be updated to clarify whether it was written in terms of business or calendar days. Ms. King stated she would update them to say business days throughout.

Ms. Ellis Vitalis asked if there should be explicit expectations for Committee alternates, such as required meeting attendance. Ms. King stated that that is something the Committee could consider if there are issues with alternates in the future.

7. Updates and Announcements

a. Committee Round Robins

Karlene Ellis Vitalis: Ms. Ellis Vitalis shared that New Hanover County had recently released its draft comprehensive land use plan and invited Committee members to review it and provide feedback.

Brianna D'Itri: Ms. D'Itri shared that Wave Transit is conducting public outreach for route adjustments and asked the Committee for help spreading the word.

Mo Linquist: Ms. Linquist announced that the 2nd Annual Tour de Island is taking place on October 18th. She also shared that Kure Beach is celebrating Walktober throughout the month and invited committee members to participate.

Carolyn Caggia: Ms. Caggia updated the Committee on Go Coast activities, including that work was beginning soon on the short range plan, which was adopted with the 2050 Metropolitan Transportation Plan.

Rodney Kidd: Mr. Kidd stated that the bike rodeo hosted in Carolina Beach had over 200 participants. He also shared that the Town has secured bike racks for bicycle parking during the annual Kite Festival.

Al Schroetel: Mr. Schroetel shared that the Cape Fear Cyclists would be attending the city's 5th Avenue reopening event and invited others to join. He also provided an update on the Terry Benjey Foundation's Let's Go NC training at local elementary schools. He stated that the Foundation had also hosted six bicycle rodeos throughout 2025, reaching nearly 700 kids.

Adrienne Harrington: Ms. Harrington stated that Belville is still looking to hold a ribbon-cutting ceremony for the multiuse path that opened along NC-133.

Rodney Kidd: Mr. Kidd updated the Committee on Carolina Beach's effort to gain accreditation from the League of American Bicyclists as a Bicycle Friendly

Community. He also reminded the Committee that the BikeWalkNC Summit is in Carolina Beach this year, and requested interested parties to reach out to Ms. Linquist if they would like to help out.

b. WMPO

Updates are included in the packet.

c. NCDOT Division 3

Ms. Cox updated the Committee on NCDOT's work with the IMD and local bicyclists to address concerns about rumble strips which had been installed throughout the region. She stated that the department is working to ensure that the rumble strips are installed in a way which minimizes impacts to bicyclists using the roadway, while also improving safety for vehicular travel.

8. Next Meeting: February 17, 2026

9. Adjournment

Ms. Carus-Childers made a motion to adjourn the meeting, seconded by Mr. Kidd. Chairman Zinder adjourned the meeting at 3:16pm.