



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J.R. "JOEY" HOPKINS
SECRETARY

Pender County CTP Steering Committee Meeting
April 9, 2024
10:30 am

1. Overview

- a. Sam welcomed everyone to the fourth steering committee meeting.
- b. Sam provided an overview of the last (decision) meeting. The materials for review included: the survey, steering committee handbook, VGO (vision, goals and objectives) and Title VI maps. Those materials have been finalized.

2. Base Year Roadway Network

- a. Committee went over the criteria for base year network (12 steps).
- b. Committee went over the study roads map. It was explained that the map was autogenerated based on the 12 steps. Nazia explained that the base year network will help create recommendations for majority of the modes on the main report. We will look at other county/WMPO CTPs and MTPs to ensure that continuity and connectivity as the border.
- c. Nazia asked the committee to review the maps/criteria and provide feedback on any additional roadways that may be missing.
- d. Carol asked if the roadways on the map (dark lines) all are included or just the names along the road lines. Nazia explained that all dark lines are part of the network, not just the ones with roadway names. To avoid clutter, not all roadway names were included.
- e. Adam asked what will be done with the roadways in the plan? Nazia explained all the processes for the roadway and multi-modal recommendations in the future (STIP, previous plans, travel demand model output, etc.).
- f. Carol asked when we will send the list of projects for committee review, Nazia explained it will take several months to create and approve.
- g. Adam confirmed the sets of data, and if that is all that will be looked at. Nazia stated yes and the committee and public will be providing feedback (whether it is data driven or not). Sam also stated that we will also look at crash data, freight data and survey feedback as well.
- h. Adam asked how the WMPO area in Pender County differs from other county plans. Nazia explained we will heavily look at their MTP vs other counties may have CTP recommendations.



- i. Carol asked us to make the previous Pender County CTP available to the committee. Nazia stated that the previous CTP is on our Pender County CTP page, she will re-send the link with the meeting minutes. Adam stated that the previous Pender County CTP is also on the county's page, he linked it to the chat as well.

3. Survey Outreach Ideas + Flyers + Paper Surveys

- a. Nazia stated that the draft flyers, paper surveys, QR codes, URL links, paper survey submittal information has been created for committee review.
- b. Nazia went over the survey advertisement ideas and asked the committee to help advertise primarily during the month of May (and beyond since the survey opens on June 1st and closes on September 1st).
- c. Carol requested to print surveys and leave them at the Division 3 office on Barbados Drive. Carol would like to pick those up from Division 3 office. Nazia said she and Sam will coordinate with Division 3 to print the paper surveys for pickup and drop off.
- d. Amy asked if there is a poster we will be printing. Nazia explained that there is a flyer with a URL and QR codes that the committee can use for printing, advertising, etc. It was also explained the flyer will be finalized in 2-3 weeks. Amy suggested reaching out to Pender County Water/Utilities Department since there are people who pay water bills in person.
- e. Adam suggested updating the QR code link with the official QR code on the survey.
- f. Nazia explained that the Spanish survey link will be created when the English survey is complete with a launch date on MetroQuest. The goal is to finalize the online survey and set a launch date by end of the week, then start on the Spanish survey. We should have the flyers updated with the Spanish survey link and QR code by end of the month before advertisement starts.
- g. Nazia explained there is a paper survey (English and Spanish) that compliments the online survey.
- h. The committee was asked to review the flyer and paper surveys and provide comments.

4. Local Adoption Presentations

- a. For those who represent an adopting agencies, the engineer and planner will reach out to those individuals to update their adopting agencies.
- b. Nazia created a presentation for those members but they are welcome to use their own updates. The committee wants to get a few points across: the CTP has started, growth rate for the county and the release of the survey.
- c. We would like to have all local presentations made during the month of May, but June is also ok since the survey will be out for a while.
- d. Amy asked if they could present at a workshop meeting or regular meeting. Nazia stated either would be fine, as long as the elected officials are updated on their council or board. Nazia stated that she and Sam will start reaching out to those committee members this week and next week.

5. Next Steps:

- a. Sam went over the format of the meetings (review and decision) again. Sam let everyone know we will go over the same materials from today at the next meeting, and we will make a final decision on the materials. Sam also let the committee know Nazia will be on maternity leave from approximately late spring to approximately early fall. Therefore, the steering committee meetings will pause for some time. However, the CTP will be ongoing with the survey being open from June 1 – September 1 and continuing outreach and advertising.
- b. Amy asked where she can find the Topsail Area CTP, it is not on the Pender County CTP website. Nazia said she will get Amy the link to the Topsail Area CTP page as well as putting that CTP in the resources tab of the Pender County CTP.

6. Adjourn:

- a. Sam adjourned the meeting.