



**Technical Coordinating Committee (TCC) of the
 Sandhills Metropolitan Planning Organization (SMPO)
 Minutes of the Regular Meeting
 Wednesday, March 06, 2024
 Fallon Council Conference Room
 395 Magnolia Road
 Pinehurst, North Carolina
 10:00 a.m.**

<p>Voting Members: Village Manager – Village of Pinehurst Town Manager – Town of Southern Pines Town Manager – Town of Aberdeen, Chair Town Manager – Town of Whispering Pines Town Administrator Designee – Town of Pinebluff, Vice Chair Village Clerk – Village of Foxfire Town Clerk – Town of Taylortown * County Manager Designee – Moore County Moore County Transportation Services Director NCDOT Division 8 Engineer NCDOT Transportation Planning Division Representative</p>	<p>Non-Voting Members: NCDOT Public Transportation Division * FHWA North Carolina Division</p>
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* = Absent

Approximately 5 audience members in attendance.

I. Welcome

Mr. Paul Sabiston, Chair and Town Manager for the Town of Aberdeen, called the meeting to order at 10:00 a.m.

II. Public Comments

None.

III. Adjustments / Approval of the Agenda

Mr. Doug Willardson, Assistant Village Manager for the Village of Pinehurst, noted discussion of the FY 24 and FY 25 Operating Budgets was added to the agenda after the initial agenda distribution to the Committee (appears as item #6 on today’s agenda).

Upon a motion by Mr. Jeff Sanborn, Village Manager for the Village of Pinehurst, seconded by Ms. Lisa Kivett, Village Clerk for the Village of Foxfire, the Committee unanimously approved the March 06, 2024, TCC Regular Meeting agenda by a vote of 10-0.

IV. Approval of February TCC Minutes

Upon a motion by Mr. Jeff Sanborn, Village Manager for the Village of Pinehurst, seconded by Mr. Reagan Parsons, Town Manager for the Town of Southern Pines, the Committee unanimously approved the minutes as listed on the March 06, 2024, TCC Regular Meeting agenda by a vote of 10-0.

V. Approval of TCC By-Laws

Mr. Doug Willardson, Assistant Village Manager for the Village of Pinehurst, reviewed the updated draft of the TCC By-Laws and highlighted the revisions that were proposed at the February 08, 2024, TCC Special Meeting.

Upon a motion by Mr. Reagan Parsons, Town Manager for the Town of Southern Pines, seconded by Mr. Rich Lambdin, Village Manager for the Village of Whispering Pines, the Committee unanimously approved the TCC By-Laws by a vote of 10-0.

VI. Update on SMPO Director Recruitment

Mr. Jeff Sanborn, Village Manager for the Village of Pinehurst, stated the SMPO Director position is currently posted and will remain posted until March 17, 2024. Mr. Sanborn further stated five applications have been received and all applications received by the 17th will be shared with the hiring committee for guidance on whether to extend the application deadline.

Mr. Scott Walston, NCDOT Transportation Planning Division Representative, stated NCDOT is willing to help with the application review and interview process and that the Village of Pinehurst is eligible to have the cost of advertising the position reimbursed.

VII. Review Proposed FY24 and FY25 Operating Budgets

Mr. Doug Willardson, Assistant Village Manager for the Village of Pinehurst, and Ms. Dana Van Nostrand, Financial Services Director for the Village of Pinehurst, reviewed the proposed FY24 and FY25 Operating Budgets; noted all amounts listed are estimates with the exception of the amounts specified in the Financial Agreement; and discussed the carryover and redistribution of unused funds, the allocation of funds for a CTP/MTP consultant, budget deadlines, and the budget approval process with the Committee.

VIII. Review Draft UPWP and Develop Recommendation for Governing Board

Mr. Doug Willardson, Assistant Village Manager for the Village of Pinehurst, reviewed the FY2025 Unified Planning Work Plan (UPWP) with the Committee.

The Committee agreed to changing the language of the Plan to reflect the Contracting Agency being the Sandhills Metropolitan Planning Organization (SMPO), to add CTP alongside MTP on the 5-year calendar for clarification, and to have a draft version of the FY2024 UPWP for review at the April 03, 2024, TCC Regular Meeting.

Upon a motion by Mr. Reagan Parsons, Town Manager for the Town of Southern Pines, seconded by Ms. Debra Ensminger, County Manager Designee for Moore County, the Committee unanimously approved presenting the FY2025 UPWP and recommending adoption by resolution to the SMPO Governing Board at the March 20, 2024, SMPO Regular Meeting by a vote of 10-0.

IX. Review Draft Public Participation Plan and Develop Recommendation for Governing Board

Mr. Doug Willardson, Assistant Village Manager for the Village of Pinehurst, reviewed the Public Participation Plan with the Committee and noted the dedicated website for SMPO will be going live soon with the web address of either SMPO.org or SandhillsMPO.org.

The Committee agreed to changing the language for the 14-day public input requirement to “at least 14-days” throughout the document for consistency, to have the 45-day requirement for public input on the Public Participation Plan changed to “at least 14 days” for the initial Plan and “at least 30-days” for subsequent Plans, and to present the draft Public Participation

Plan to the SMPO Governing Board at the March 20, 2024, meeting to trigger the 14-day public input countdown.

Upon a motion by Ms. Debra Ensminger, County Manager Designee for Moore County, seconded by Mr. Scott Walston, NCDOT Transportation Planning Division Representative, the Committee unanimously approved presenting the Public Participation Plan with the recommended changes to the SMPO Governing Board at the March 20, 2024, SMPO Regular Meeting by a vote of 10-0.

X. Division 8 Report and TPD

Mr. Bryan Kluchar, NCDOT Division 8 Engineer, reviewed the Division 8 Report and provided background information on the Strategic Transportation Investment (STI) law and the P7 process used for project review and approval.

Ms. Karyl Fuller, Director Central Pines RPO, provided information on the scoring methodology, scoring timeline, points allocation, and different types of funding available for SMPO projects.

The Committee agreed to have a draft methodology ready for review at the April 03, 2024, meeting.

XI. Other Business

Mr. Scott Walston, NCDOT Transportation Planning Division Representative, stated data will be needed for the update being done to the NCDOT Travel Map Model and reminded the Committee that there will be an MPO conference at New Bern, NC in April where the SMPO may be able to do recruitment / outreach for the SMPO Director position.

Mr. Bryan Kluchar, NCDOT Division 8 Engineer, stated an NCDOT Division 8 Engineer is slated to speak to the SMPO at an upcoming meeting to review the impact transportation projects may have on U.S. Open events.

Mr. Paul Sabiston, Town Manager for the Town of Aberdeen, reminded the Committee of the March 20, 2023, SMPO Regular Meeting.

XII. Next Meeting Date

April 03, 2024, Regular Meeting

XIII. Motion to Adjourn

Upon a motion by Mr. Jeff Sanborn, Village Manager for the Village of Pinehurst, seconded by Mr. Scott Walston, NCDOT Transportation Planning Division Representative, the TCC unanimously approved to adjourn the Regular Meeting by a vote of 10-0 at 11:15 a.m.

Respectfully Submitted,



Shannon Konstantinou
Village Clerk
Village of Pinehurst