



New Bern Area Metropolitan Planning Organization

FY 2024 Planning Work Program

March 23, 2023

Continuing · Comprehensive · Cooperative · Transportation Planning

RESOLUTION

**APPROVING THE FY 2024 UNIFIED PLANNING WORK PROGRAM
OF THE NEW BERN AREA METROPOLITAN PLANNING ORGANIZATION**

A motion was made by E.T. Mitchell and seconded by Bob Brinson for the adoption of the following resolution approving the FY 2024 Unified Planning Work Program, and upon being put to a vote was duly adopted.

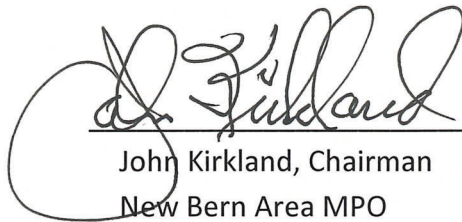
WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the New Bern Area Metropolitan Planning Organization;

WHEREAS, the City of New Bern has been designated as the recipient of Federal Highway Administration Metropolitan Planning Program (Section 104f) funds and Section 5303 Federal Transit funds; and Craven County is the designated recipient of Section 5307 Federal Transit Funds;

WHEREAS, members of the New Bern Area Metropolitan Planning Organization Transportation Advisory Committee agree that the Planning Work Program will effectively advance transportation planning for Fiscal Year 2024;

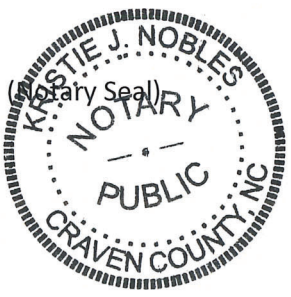
NOW, THEREFORE, be it resolved that the New Bern Area Metropolitan Planning Organization Transportation Advisory Committee hereby approves the FY 2024 Planning Work Program for the New Bern Metropolitan Area.

I, John Kirkland, Chairman of the New Bern Area Metropolitan Planning Organization Transportation Advisory Committee, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Transportation Advisory Committee, duly held on this **23rd** day of **March 2023**.



John Kirkland, Chairman
New Bern Area MPO
Transportation Advisory Committee

Subscribed and sworn to me this 23 day of March, 2023.





Notary Public

My Commission Expires: 9-10-2023

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INTRODUCTION

The New Bern Area Metropolitan Planning Organization (NBAMPO) is the lead cooperative partner responsible for undertaking the federally required Continuing, Comprehensive and Cooperative (3-C) transportation planning process within the New Bern Metropolitan Planning Area (MPA), as required by Section 134 (a), Title 23, United States Code. The NBAMPO includes four towns (Bridgeton, New Bern, River Bend and Trent Woods) and portions of Craven County.

The City of New Bern is the Lead Planning Agency for the NBAMPO and is the recipient of the Federal Highway Administration 104f Metropolitan Planning Funds and the Federal Transit Administration 5303 Metropolitan Planning Funds. Craven County, through the Craven County Rural Transit System (CARTS), is the recipient of 5307 Urbanized Area Formula Funds from the Federal Transit Administration.

The MPO operations are designed to foster cooperation among the local governments in the region to plan and develop a multimodal transportation system that meets the mobility needs of the area’s residents and serves the region’s economy.

The UPWP identifies and budgets the MPO’s transportation planning activities and projects for the 2024 fiscal year. This UPWP was developed in cooperation with the North Carolina Department of Transportation (NCDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and other regional planning partners.

MPO PLANNING PRODUCTS

Metropolitan Transportation Plan (MTP)

Approved March 25, 2021

Envision 2045 represents a vision for a healthy, safe, and efficient transportation system which will adequately serve the New Bern Area to the year 2045 and beyond. The planning process includes travel demand modeling scenarios, funding projections, public participation activities, review and input from various advisory committees and stakeholders, coordination with other regional plans and assistance from NCDOT and other planning partners. A new MTP must be approved at least once every five years. A new MTP must be approved before March 25, 2026.

Transportation Improvement Program (TIP)

Approved September 28, 2019

The TIP is a ten-year funding document for bicycle, pedestrian, highway, rail and public transportation projects. It implements the MTP, provides details and financial information for federally funded or regionally significant projects. Every two years the NBAMPO approves its Metropolitan Transportation Improvement Program (MTIP), and the NCDOT produces the State Transportation Improvement Program (STIP).

Unified Planning Work Program (UPWP)

Approved March 23, 2023

The UPWP describes the anticipated work of MPO staff and consultants during the calendar year. This document also contains a budget used to program federal funds used by the MPO to carry out the 3-C planning process in Craven County. This document is updated annually.

Public Involvement Plan (PIP)

Approved November 25, 2014

Revised May 28, 2020

The PIP outlines the methods and process for involving the public in the transportation planning process and documents the review and approval processes for all MPO documents and projects. The MPO plans to review/update the PIP after the passage of a new federal transportation act, or in advance of an MTP update.

Title VI Plan

Approved July 23, 2015

This plan describes how the MPO will discourage discrimination in the 3-C MPO planning process and how the MPO will address any complaints of discrimination that arise from MPO activities. This document will be reviewed whenever updates are made to the PIP and/or as needed.

2023 UPWP Major Accomplishments

The year 2022 continued some of the challenges that began presenting themselves during 2020. While we began to see travel across our state pick up, we continued facing budgetary issues. The North Carolina Department of Transportation continued their efforts to equalize the statewide budget. After completing more than 450 project re-evaluations, accommodating for cost increases and inflation rates, the NCDOT along with Planning Organization partners, agreed to halt the SPOT P6.0 Prioritization Process.

The MPO continued holding virtual and hybrid meetings and participated in conferences and committees virtually. The latter half of the Fiscal Year once again provided staff the opportunity to attend conferences in person, accelerating collaboration and planning.

Despite the challenges, the MPO staff worked on many projects during 2022, the highlights of which are listed below:

- Completed the 5-year, long range, Metropolitan Transportation Plan update
- Secured funding, selected a consulting firm, and completed an update of the City of New Bern's Bicycle and Pedestrian Plan
- Highlighted the Indirect and Cumulative Effects (ICE) pilot program at a Planning and Environmental Linkages peer exchange hosted by the Federal Highway Administration
- Participated in numerous planning workgroups including:
 - US 70 Risk and Resiliency Vulnerability
 - NCAMPO Transit Subcommittee
 - Express design of prioritized projects
 - Impacts and planning for environmental climate change
- Increased our social media footprint

Planning Priorities for FY 2024

In 2024, the MPO staff will focus its attention on several projects, the highlights of which are listed below:

- Work with planning partners to compile data for travel modes and facilities (bikeways, sidewalks, transit and roadways) to support project efforts as identified in the MTP
- Obtain a consulting firm(s) for assistance in writing/applying for grant opportunities, with heavy consideration on bicycle and pedestrian grants
- Continue support and participation with the Down East Rural Planning Organization and NCDOT Transportation Planning Division
- Continue enhancing a solid visualization program accessible to all stakeholders in the community through the use of the MPO's website and hard copies as requested
- Continue engaging the community in participating in the transportation planning process through workshops, meetings, surveys, and participation in local events
- Begin working on SPOT P7.0 project prioritization process
- Finalize the FY 2023-2032 Metropolitan Transportation Improvement Program
- Utilize funding from the Bipartisan Bill for project considerations
- Maintain the MPO's official web site and update social media sites

PROGRAM SUPPORT AND ADMINISTRATION

MPO Committee Support

Objectives and Background:

- Support the Technical Advisory Committee (TAC), Technical Coordinating Committee (TCC) and MPO subcommittees with meeting packet development, distribution and other meeting support and administrative duties.
- Monitor and respond to state and federal funding initiatives and legislative activities.

Activities and Products:

- Product: Meeting agendas, minutes and supporting documents for TAC and TCC, and other MPO committee meetings
- Product: Website updates related to the NBAMPO

Unified Planning Work Program (UPWP)

Objectives and Background:

- Draft, finalize and adopt a UPWP and maintain the UPWP as necessary
- Manage the MPO funding streams and track the status of UPWP budget
- Provide administrative assistance for MPO procurement and management of approved contracts for professional services and other items (equipment, supplies, travel, etc.).

Activities and Products:

- Products: 2024 UPWP (MPO TAC Board approval by March 2023), and Amendments to the 2024 UPWP as needed.
- Products: Quarterly invoice reporting as required by the Department of Transportation and FHWA
- Product: FY 2024 MPO Expenditure Report (due by June 30, 2023)
- Activity: Acquisition of equipment, supplies and services (if needed), as budgeted, to support transportation planning activities or procurement and professional services (as needed)

Public Involvement Plan (PIP)

Objectives and Background:

- Develop, maintain, and implement a meaningful public input process through the Public Involvement Plan (PIP) and related documents
- Incorporate public input into plans, programs, and other products of the planning process
- Comply with federal public participation requirements
- Review and update the LEP/Title VI Plans

Activities and Products:

- Activity: Maintain and implement the PIP, Title VI Plan, and related documents
- Activity/Product: Review and Update (if needed) the LEP/Title VI Plan
- Activity: Process Title VI or Environmental Justice complaints received in accordance with our Title VI Plan and/or any requests for translation services from LEP persons in accordance with the Title VI/LEP Plan (as needed)

MPO Education, Staff Training and UPWP Project Tracking

Objectives and Background:

- Manage the MPO multimodal planning process/staff and track UPWP projects
- Provide training opportunities for MPO staff
- Produce or share documents/materials that help educate the MPO members and the public about the MPO process and its role in decision-making for transportation system improvements
- Provide training opportunities to fellow MPO colleagues (as requested and as staff time and funding constraints allow).

The MPO meets with new MPO committee members (as elected) to welcome and address questions the members have about their position. Staff provides information to members as requested and directs new members to websites where they can learn more about the MPO.

The MPO staff plans on attending the following types of workshops, conferences, and training as time allows:

- American Planning Association (APA)
- Association of Pedestrian & Bicycle Professionals Webinar Series
- North Carolina APA (American Planning Association)
- North Carolina Association of Metropolitan Planning Organizations (NCAMPO)
- Training related to the FAST Act metropolitan planning regulations
- National Transit Institute and National Highway Institute workshops held in nearby cities that provide training for MPO related topics
- Additional educational webinar opportunities as presented in areas that will provide training for MPO related topics

Short Range Transportation Planning

Transportation Improvement Program (TIP)

Objectives and Background:

- Develop a detailed and financially realistic program of all regionally significant and/or federally funded transportation projects that are consistent with the MTP and address social equity/environmental justice regulations
- Foster an understanding of the TIP process among project sponsors and the public
- Establish and maintain an efficient TIP amendment process with meaningful public involvement opportunities
- Coordinate with the local transit company to ensure that the TIP includes projects that meet the FTA requirements

Activities and Products:

- Products: TIP updates, amendments and/or revisions with a TIP development process that provides public review and comment opportunities (as needed)

Current Planning – Support and Coordination

Objectives and Background:

- Strengthen connections between land use and transportation system planning by reviewing of land development projects for multimodal mobility concerns in the region
- Ensure interagency coordination
- Provide transportation planning assistance to local governments

The MPO staff attends (as needed) City of New Bern and Craven County plan review meetings to review land developments that impact the region's multimodal transportation system. The MPO staff works closely with local officials to review and comment on proposed land use changes and major projects that will generate large traffic volumes and impact surrounding roads.

The MPO staff reviews site plans (as needed) to ensure all users of the development, regardless of travel mode choice, are afforded safe and convenient mobility to and around the site. Encouraging multimodal access to new and redeveloped sites in the region is one of the ways the MPO coordinates goals of the MTP with the local land use planning process.

Activities and Products:

- Activity: Coordinate with local officials to maintain multimodal engagement and coordination with MPO planning in the region.
- Activity: Promote the inclusion of projects for non-motorized transportation in local planning processes by reviewing site plans for land development projects to adhere to requirements for bikeways, bicycle parking, and pedestrian facilities in new and redevelopment projects

- Activity: Provide technical information and MPO maintained data to support MPO planning (as needed)

Long Range Transportation Planning

Regional Travel Demand Model & Data Development

Objectives and Background:

- Maintain and coordinate the travel demand model and associated data files
- Use modeling and data to facilitate community dialogue concerning regional development and transportation goals and to evaluate land use transportation system scenarios.

The MPO currently relies on NCDOT staff to provide updated modeling information as well as consultants for travel demand and socioeconomic data. This information was last updated as part of the development of the MTP. The consultants may be used for services beyond model development and for future MTP updates.

Activities and Products:

- Activity/Product: Manage a consultant for the model on call services
- Activity: Respond to transportation model inquiries and data requests from citizens, public agencies, consultants, elected and appointed officials, MPO members and the media as staff time and modeling abilities allow
- Activity: Locate and update existing transportation infrastructure, land use and density, and socioeconomic information, and other geographic databases useful in transportation planning

Metropolitan Transportation Plan

Objectives and Background:

- Maintain and implement Envision 2045, the multimodal MTP to meet all federal regulations for the New Bern Area MPO region
- Integrate the MTP with the NCDOT statewide long-range plan, funding priorities through SPOT and transportation programs developed by NCDOT
- Continue the process of coordinating the development of the MTP with local land use, growth management, economic development, and other comprehensive plan elements and consider those comprehensive plan issues in developing and amending the MTP.

The MTP: Envision 2045 was approved in 2021 and was the result of collaboration between MPO staff, a travel demand modeling consultant, a public participation process and the guidance of subcommittees created by the MPO. The next MTP will need to be approved by March 24, 2026.

Activities and Products:

- Product: Maintain and implement Envision 2045 and amendments or additions to incorporate performance targets (ongoing as needed)
- Product: Provide meaningful public involvement in the support of MTP objectives and continue the community dialogue around transportation goals, policies, strategies and priorities reflected in the MTP (documentation and response to comments, as needed)
- Activity: Review and comment on corridor studies, area plans, land development proposals and other plans produced by other agencies covering the NBAMPO region and discuss with officials from those agencies how their plans and the MTP can be coordinated (as requested by MPO planning partners)

Bicycle and Pedestrian Planning

Objectives and Background:

- Maintain and coordinate the implementation of the Bicycle and Pedestrian section of the MTP: Envision 2045 Plan, and any other regional Bicycle/Pedestrian plans
- Encourage the integration of bicycle and pedestrian transportation needs in land development projects, roadway designs, local comprehensive plans, and capital improvement projects
- Develop and maintain data for bikeways, bicycling activity, pedestrian facilities, and pedestrian activity for use in various transportation studies and reports
- Coordinate local Safe Routes to School and community multimodal planning processes and projects

Activities and Products:

- Activity/Product: Develop updated regional Bicycle/Pedestrian Plan with a public involvement process
- Activity/Product: Encourage non-motorized planning, coordinate updates with Safe Routes to School
- Activity: Coordinate and implement the Bicycle and Pedestrian section of the MTP
- Activity: Encourage local governments and schools to work on improving bicycle and pedestrian friendliness
- Apply for useful grants that will assist in improving connectivity and safety of the bicycle and pedestrian corridors within the MPO boundaries

Freight and Rail Planning

Objectives and Background:

- Maintain and coordinate implementation of the Freight and Rail section(s) of the MTP: Envision 2045 Plan, and any other regional Freight/Rail plans

Activities and Products:

- Activity: Encourage freight and rail planning for better access across Eastern North Carolina
- Activity: Participation in the ongoing Eastern Regional Freight Advisory Committee for the future planning of freight and rail corridors

Table 1. – Section 104f Narrative

TASK CODES	DESCRIPTIONS
II-A-1 Network and support systems Traffic Volume Counts Vehicle Miles of Travel (VMT) Street System Changes Traffic Crashes Transit System Data Air Travel, etc.	Update information on Traffic volume counts, VMTs, traffic crashes and other data for analysis in support of future planning and performance measures
II-A-2 Travelers and Behavior Dwelling Unit, Population and Employment Changes Collection of Base Year Data Travel Surveys Vehicle Occupancy Rates (Counts) Travel Time Studies	Maintain socio-economic base year data previously used in the preparation of the forecasting by TAZ, as input for the Travel Demand Model for the Craven County CTP and NBAMPO MTP
II-A-3 Transportation Modeling Travel Model Update Forecast of Data to Horizon Year Forecast of Future Travel Patterns Financial Planning	Participate in the update of the Travel Model, as needed, for potential MPO boundary expansion based on 2020 Census results
II-B-2 Regional Planning Community Goals and Objectives Highway Element of the CTP/MTP Transit Element of the CTP/MTP Bicycle and Pedestrian Element of CTP/MTP Airport/Air Travel Element of CTP/MTP Collector Street Element of CTP/MTP Rail, Waterway, or other Mode of the CTP/MTP Safe & Accessible Transportation Options	Cooperate with several agencies to gauge the goals and objectives of the community. Engage stakeholders as required in FAST Act and through participation in community events, surveys, and meetings/workshops. Finalize each element of the CTP Focus on bicycle & pedestrian improvements
II-B-3 Special Studies Studies	Assist and cooperate with any consulting firms for small area studies, corridor improvements; mall/restaurant safety & congestion; Hotel Drive/MLK Blvd. intersection improvement study; Glenburnie corridor; grant writing/applications
III-A-1 Planning Work Program	Develop annual planning work program that addresses future year tasks, reviews recent milestones accomplished during the current planning process and sets a five years calendar of tasks. Manage Current Work Program through quarterly reports, requests for reimbursement and annual report.
III-A-2 Metrics and Performance Measures	Enhance performance measures and tracking systems to satisfy FAST Act requirements as needed and/or directed

III-B-1 Prioritization	Maintain Prioritization list, participate in meetings with NCDOT on SPOT process, revise/update as needed the projects prioritization methodology, update/prepare problem statements for future SPOT projects as needed.
III-B-2 Metropolitan Transportation Improvement Program	Coordinate with NCDOT, RPO and other partner agencies in the review and comments on the Draft/Final STIP. Prepare Draft/Final MTIP and open for public review. Process MTIP Amendments and Modifications as needed.
III-B-3 Merger/Project Development	Participate in meetings as required
III-C-2 Environmental Justice	Maintain data, maps and analyze results for inclusion in the NBAMPO MTP and in projects planning
III-C-6 Public Involvement	Update and continue implementation of the Public Involvement Plan as needed. Maintain an accessible web site and participate in local events to gauge the needs and wants of the MPO's stakeholders. Provide access and comment periods for all documents generated by the MPO.
III-D State and Extra-Regional Planning	Continue to participate in the Highway 17 Association and U.S. 70 Corridor Commission meetings, as well as US 70 Risk & Vulnerability workgroup and NCAMPO transit sub-committee.
III-E Management Operations, Program Support Administration	Use of administrative time to prepare for and attend TCC, TAC and other meetings, staff training, updating documentation as necessary, and other logistical support. Procure supplies related to transportation planning activities.

Table 2. – Section 104f and 5303 Funding

FY 2024 NEW BERN AREA MPO PLANNING WORK PROGRAM										
FTA CODE	TASK CODE	TASK DESCRIPTION	Total MPO Funds	MPO Planning and Admin - PL 104f			MPO Planning and Admin - 5303			
				Local min. 20%	Federal	TOTAL	Local 10%	State 10%	Federal 80%	TOTAL
	II-A	Data and Planning Support	\$ 11,000	\$ 800	\$ 3,200	\$ 4,000	\$ 700	\$ 700	\$ 5,600	\$ 7,000
44.24.00	II-A-1	Networks and Support Systems • Traffic Volume Counts • Vehicle Miles of Travel (VMT) • Street System Changes • Traffic Crashes • Transit System Data • Air Travel, etc.		\$ 400	\$ 1,600	\$ 2,000	\$ 500	\$ 500	\$ 4,000	\$ 5,000
44.23.01	II-A-2	Travelers and Behavior • Dwelling Unit, Population and Employment Changes • Collection of Base Year Data • Travel Surveys • Vehicle Occupancy Rates (Counts) • Travel Time Studies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44.23.02	II-A-3	Transportation Modeling • Travel Model Update • Forecast of Data to Horizon Year • Forecast of Future Travel Patterns • Financial Planning		\$ 400	\$ 1,600	\$ 2,000	\$ 200	\$ 200	\$ 1,600	\$ 2,000
	II-B	Planning Process	\$ 109,100	\$ 18,300	\$ 76,800	\$ 95,100	\$ 1,400	\$ 1,400	\$ 11,200	\$ 14,000
44.23.02	II-B-1	Targeted Planning • Alternative Fuels/Vehicles • Hazard Mitigation and Disaster Planning • Congestion Management Strategies • Freight Movement/Mobility Planning		\$ 200	\$ 800	\$ 1,000	\$ 400	\$ 400	\$ 3,200	\$ 4,000
44.23.01	II-B-2	Regional Planning • Community Goals and Objectives • Highway Element of the CTP/MTP • Transit Element of the CTP/MTP • Bicycle and Pedestrian Element of CTP/MTP • Airport/Air Travel Element of CTP/MTP • Collector Street Element of CTP/MTP • Rail, Waterway, or other Mode of the CTP/MTP		\$ 3,100	\$ 12,400	\$ 15,500	\$ 1,000	\$ 1,000	\$ 8,000	\$ 10,000
		Safe and Accessible Transp. Options		\$ -	\$ 3,600	\$ 3,600				
44.27.00	II-B-3	Special Studies • Studies		\$ 15,000	\$ 60,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -
	III-A	Planning Work Program	\$ 7,500	\$ 600	\$ 2,400	\$ 3,000	\$ 450	\$ 450	\$ 3,600	\$ 4,500
44.21.00	III-A-1	Planning Work Program		\$ 500	\$ 2,000	\$ 2,500	\$ 250	\$ 250	\$ 2,000	\$ 2,500
44.24.00	III-A-2	Metrics and Performance Measures		\$ 100	\$ 400	\$ 500	\$ 200	\$ 200	\$ 1,600	\$ 2,000
	III-B	Transp. Improvement Program	\$ 7,000	\$ 1,400	\$ 5,600	\$ 7,000	\$ -	\$ -	\$ -	\$ -
44.25.00	III-B-1	Prioritization		\$ 1,100	\$ 4,400	\$ 5,500	\$ -	\$ -	\$ -	\$ -
44.25.00	III-B-2	Metropolitan TIP		\$ 369	\$ 1,200	\$ 1,500	\$ -	\$ -	\$ -	\$ -
44.25.00	III-B-3	Merger/Project Development		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 14,000	\$ 900	\$ 3,600	\$ 4,500	\$ 950	\$ 950	\$ 7,600	\$ 9,500
44.27.00	III-C-1	Title VI Compliance		\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 1,200	\$ 1,500
44.27.00	III-C-2	Environmental Justice		\$ 100	\$ 400	\$ 500	\$ 150	\$ 150	\$ 1,200	\$ 1,500
44.27.00	III-C-3	Minority Business Enterprise Planning		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44.27.00	III-C-4	Planning for • Elderly		\$ -	\$ -	\$ -	\$ 150	\$ 150	\$ 1,200	\$ 1,500
44.27.00	III-C-5	Safety/Drug Control Planning		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
44.27.00	III-C-6	Public Involvement		\$ 800	\$ 3,200	\$ 4,000	\$ 500	\$ 500	\$ 4,000	\$ 5,000
44.27.00	III-C-7	Private Sector Participation		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	III-D	Statewide and Extra-Regional Planning	\$ 9,000	\$ 1,800	\$ 7,200	\$ 9,000	\$ -	\$ -	\$ -	\$ -
44.27.00	III-D	Statewide and Extra-Regional Planning		\$ 1,800	\$ 7,200	\$ 9,000	\$ -	\$ -	\$ -	\$ -
44.27.00	III-E	Management Ops, Program Support Admin	\$ 146,955	\$ 24,375	\$ 97,500	\$ 121,875	\$ 2,508	\$ 2,508	\$ 20,064	\$ 25,080
44.27.00	III-E	Management Ops, Program Support Admin		\$ 24,375	\$ 97,500	\$ 121,875	\$ 2,508	\$ 2,508	\$ 20,064	\$ 25,080
		TOTALS	\$ 304,555	\$ 48,175	\$ 196,300	\$ 244,475	\$ 6,008	\$ 6,008	\$ 48,064	\$ 60,080

Table 4. – FTA Proposed Funding Table and Task Narrative

FTA Proposed Funding Table and Task Narrative											
MPO - New Bern Area											
FTA CODE	44.24.00	44.24.02	44.23.01	44.23.01	44.21.00	44.34.00	44.27.00	44.27.00	44.27.00	44.27.00	44.27.00
TASK CODE	II-A-1	II-A-3	II-B-2	II-B-2	III-A-1	III-A-2	III-C-1	III-C-2	III-C-4	III-C-6	III-E
TITLE OF PLANNING TASK	Networks & Support Systems	Transportation Modeling	Regional Planning	Safe and Acc. Transportation Options	Planning Work Program	Metrics and Performance Measures	Title VI Compliance	Environmental Justice	Planning for Elderly & Disabled	Public Involvement	Management, Operations, Program Support Admin.
TASK OBJECTIVE	Transit System Data - Analysis of historical data and current data in relationship to trends and monitor how the small urban service changes are affecting patronage, service miles and hours, load factors, and other performance measures. The purpose is to assure that CARTS maintains or exceeds previous service levels effectively and efficiently, where needed to maintain an updated inventory of the MPO's infrastructure, to include travel data.	To cooperate with NCDOT Transportation Planning Branch in forecasting future travel patterns and to develop a CTP that complements the newly adopted MTP.	Update and continue development of a multi-modal Comprehensive Transportation Plan for the New Bern Area MPO and Craven County that mirrors the Vision and Goals of the MPO's stakeholders, to include citizens, participating jurisdictions and other organizations with an interest in transportation, the environment and economic development.	Development of transportation plans to create a network of active transportation facilities, including sidewalks, bikeways, or pedestrian and bicycle trails, to connect neighborhoods with destinations such as workplaces, schools, residences, businesses, recreation areas, healthcare and childcare services, or other community activity centers. To integrate active transportation facilities with public transportation service or improve access to public	To develop a Planning Work Program that reflects the financial planning needs of the MPO through the use of the approved Prospectus and to manage it through the fiscal year.	To incorporate performance measures in the Metropolitan Transportation Plan that meet federal requirements/guidance and state goals once the State adopts its performance measures.	Update and continue implementation of NBAMPO's Title VI program, monitor and update socio-economic data in order to meet federal requirements. Staff and boards annual training.	Information on socio-economic data that provides visual understanding of protected population in relation to proposed MPO plans and projects that allows for participation in the transportation planning process.	Review and revise, if needed, the Coordinated Human Services Public Transportation Plan for the MPO and ensure appropriate infrastructure planning is in place as part of the MTP.	Increase awareness of and opportunities for public involvement. Participation by CARTS in community activities and events for outreach purposes. Continue an effective public involvement process through an updated website and social media, and visualization techniques.	CARTS will work with local stakeholders to identify concerns, assess gaps in service and introduce necessary service modifications to better meet the needs of the public, and will look to provide a high level of quality services and acknowledge Federal Transit Administration reporting requirements. NBAMPO staff will continue support of TAC/TCC and participating jurisdictions. Staff training will also continue.
TANGIBLE PRODUCT EXPECTED	An updated inventory that will aid the NBAMPO in tracking services. Charts, graphs, or other tools showing historical trends and current data.	An implementable Highway portion of the Comprehensive Transportation Plan that supports multi-modal choices	The 2045 Comprehensive Transportation Plan for the New Bern Area MPO and Craven County	Adoption of Complete Streets standards or policies. Development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve the safety, mobility, or accessibility of a street.	FY 2024 Planning Work Program	A performance based Metropolitan Plan	NBAMPO Title VI Program implementation	A continuing refinement in and update of the data. A mapped visual comparison of projects and plans.	Updated Coordinated Human Services Public Transportation Plan	Participation by a growing number of citizens, increase of addresses in the MPO's notification list, timely newsletters with pertinent information and educational material.	CARTS: Policy revisions (ongoing); Operational device level analysis (ongoing); Transit Asset Management, Staff training and development (ongoing); Organizational analysis; Participation in and reports to TCC and TAC. NBAMPO: Published agendas and minutes of TAC/TCC, administrative support to working groups and subcommittees and general public requests. Adequate material and equipment to perform tasks required in the transportation planning process. A knowledgeable staff to implement policies and procedures.
EXPECTED COMPLETION DATE	6/30/2024-ON GOING	6/30/2024	6/30/2024	6/30/2024	6/30/2024	6/30/2024	6/30/2024	6/30/2024	6/30/2024	ONGOING	ONGOING
PREVIOUS WORK	CARTS has recorded the above data through the RouteMatch software system and Excel spreadsheets. However, a thorough compilation and analysis of the data has not been completed.	Validation of socio-economic data from 2020 in five year increments.	NBAMPO's Metropolitan Transportation Plan	N/A	FY 2020 Planning Work Program	Monitoring/Training in Federal Government's guidance material	CARTS Title VI Plan adopted October 2014. NBAMPO Title VI program adopted July 2015, Title VI Policy, Boards' and staff Title VI training	Mapping of protected population as part of the NBAPo MTP and Projects Prioritization Methodology and Scoring.	NBAMPO Coordinated Human Services Public Transportation Plan	Approved Public Involvement Plan Update, NBAMPO website and social media pages. Multiple public meetings to develop NBAMPO MTP and to comment on later iterations of the document, and as part of projects review meetings. CARTS has participated in community activities as part of public outreach. This is an ongoing necessary function.	Administrative support to the TAC/TCC and other general requirements in the implementation of the transportation planning process. NBAMPO staff training and participation in state, regional and national professional conferences.
PRIOR FTA FUNDS	\$5,000	\$1,000	\$4,000	\$0	\$1,000	\$1,000	\$3,100	\$1,500	\$9,200	\$9,200	\$14,000
RELATIONSHIP TO OTHER ACTIVITIES	Compilation and analysis of trends and affects of service changes is very important for gauging the success of changes implemented by CARTS as CARTS continues to evolve as a split rural/small urban transit system. Updated inventory provides information required to support the MTP and the Metropolitan Transportation Improvement Program.	The Model is used to develop and update the MTP / CTP, to include proposed projects. Projected deficiencies can be analyzed to select the type of modal improvement needed.	The Comprehensive Transportation Plan is a regional plan that aids in the development of regional transportation improvement programs and plans.	These efforts work with Regional and megaregional planning that address travel demand and capacity constraints through alternatives to new highway capacity, including through intercity passenger rail. Development of transportation plans and policies that support transit-oriented development.	The PWP describes the type of work to be undertaken by the MPO and other partners for the upcoming year.	The FAST Act requires the MTP be performance based.	The FTA requires an up to date Title VI plan. An updated Title VI plan is a very important tool in assuring that other activities do not discriminate. Through the Title VI Policy and Program, the MPO will ascertain that all federal requirements are met in the development and implementation of NBAMPO's plans and programs.	The Environmental Justice Plan will guide the MPO in evaluating plans and projects' impacts on protected population.	Planning for Elderly and Disabled is necessary to provide the mPO's special population with alternative ways to remain mobile. The Transit Development Plan, the Coordinated Human Services Public Transportation Plan and elements of the Title VI/EJ plan all address the need of special population through a variety of services.	Continuous engagement of stakeholders/public is paramount in the NBAMPO transportation planning and implementation of projects. A regional vision created and supported by the community is necessary when allocating limited transportation funds.	These activities are interwoven within all aspects of the CARTS operation and are critical to operating a public transportation system effectively and efficiently. NBAMPO staff administrative support is necessary to fulfill the needs of its boards. A well educated staff is necessary for the MPO and transit agency to perform transportation planning tasks as required by state and federal regulations.
RESPONSIBLE AGENCY	MPO Staff / CARTS	MPO Staff / NCDOT	MPO Staff/NCDOT	MPO Staff/NCDOT	MPO Staff	MPO Staff	MPO Staff	MPO Staff	MPO Staff / CARTS	MPO Staff	MPO Staff / CARTS
SECTION 104(F) PL LOCAL 20%	\$400	\$400	\$3,280	\$0	\$600	\$200	\$0	\$100	\$0	\$800	\$19,450
SECTION 104(F) PL FHWA 80%	\$1,600	\$1,600	\$13,120	\$3,600	\$2,400	\$800	\$0	\$400	\$0	\$3,200	\$77,798
SECTION 5303 LOCAL 10%	\$500	\$200	\$1,000	\$0	\$100	\$100	\$300	\$150	\$300	\$500	\$450
SECTION 5303 NCDOT 10%	\$500	\$200	\$1,000	\$0	\$100	\$100	\$300	\$150	\$300	\$500	\$450
SECTION 5303 FTA 80%	\$4,000	\$1,600	\$8,000	\$0	\$800	\$800	\$2,400	\$1,200	\$2,400	\$4,000	\$3,600
SECTION 5307 TRANSIT - LOCAL 10%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SECTION 5307 TRANSIT - NCDOT 10%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SECTION 5307 TRANSIT - FTA 80%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Anticipated DBE Contracting Opportunities for FY 2024

Name of MPO: New Bern Area MPO

Person Completing Form: Kimberly Maxey

Telephone Number: (252) 639-7592

Prospectus Task Code	Prospectus Description	Name of Agency contracting out	Type of contracting opportunity	Federal Funds to be contracted out	Total Funds to be contracted out
II-B-3	Special Studies: corridor studies for West New Bern Development, grant writing in support of bicycle and pedestrian growth, Glenburnie corridor, Hotel Drive/MLK intersection improvements	NBAMPO	Consultant Services	\$75,000.00	\$75,000.00

New Bern Area MPO FY 2024 – 2028 Five Year Planning Program

FISCAL YEAR	PLANNING PROCESS ACTION		PRODUCTS OF THE PLANNING PROCESS			STIP	PRIORITIZATION	TRAFFIC DEMAND MODEL
	CERTIFICATION OF PLANNING PROCESS	PWP	METROPOLITAN TRANSPORTATION PLAN (Minimum 5 Year Cycle)		METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM			
			Review of MTP	Major Update				
2024	Yes	Yes	Yes	Adopt 2040 CTP	Draft MTIP		Yes	Socio-economic data collection or update
2025	Yes	Yes	Yes	Begin 2050 MTP	Adopt MTIP 2021-2030	Adopt STIP 2021-2030		
2026	Yes	Yes	Yes	Continue 2050 MTP	Draft MTIP		Yes	
2027	Yes	Yes	Yes	Adopt 2050 MTP	Adopt MTIP 2022-2031	Adopt STIP 2022-2031		Socio-economic data collection Possible OD Surveys
2028	Yes	Yes	Yes	Preliminary Studies for 2055 MTP	Adopt MTIP 2023-2032	Adopt STIP 2023-2032	Yes	Socio-economic data collection Review of Census Boundaries and population

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Prepared by the
New Bern Area Metropolitan Planning Organization
in cooperation with the
North Carolina DOT Transportation Planning Division
and the
North Carolina DOT Transportation Planning Branch

This document was partially funded by GRANTS from the
Federal Highway Administration
and the
Federal Transit Administration



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