

1                   **NEW BERN AREA METROPOLITAN PLANNING ORGANIZATION**  
2   **TAC MEETING MINUTES**

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4   **January 14, 2016**

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6                   The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on  
7                   Thursday, January 14, 2016 at 11:00 AM in the Development Services Conference Room, 303  
8                   First Street.

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10           **Members Present:**                   Mr. Steve Tyson – Chairman  
11   Mr. Bernard White – Alternate Vice-Chair  
12   Mr. John Kirkland – Mayor, River Bend  
13   Mr. Alan Welch – Bridgeton

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16           **Members Excused:**                   Mr. Hugh Overholt – NC Board of Transportation

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18           **Non-Voting Members:**                   Ms. Kelly Walker –Director, CARTS

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20           **Members Absent:**                   Mr. Johnnie Ray Kinsey – Vice-Chairman  
21   Mr. Chuck Tyson – Mayor, Trent Woods

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23           **Guests Present:**                   Mr. Dan Thomas – TPB - NCDOT  
24   Ms. Candice Andre – VHB  
25   Ms. Taruna Tayal – VHB  
26   Mr. John Rouse – NCDOT  
27   Mr. Behshad Norowzi – NCDOT  
28   Mr. Farhan Javed - NCDOT

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30           **Staff Present:**                   Ms. Maurizia Chapman – New Bern MPO Administrator  
31   Ms. Kimberly Maxey – New Bern MPO Planner  
32   Mr. Jeff Ruggieri – City of New Bern

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35           1. **Call to Order:** Chair Tyson called the meeting to order at 11:00 am.  
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37           2. **Roll call** was taken and a quorum was declared.  
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39           3. **Ethics Reminder:** Chair Tyson read the Ethics Reminder. There were no conflicts of  
40           interested noted. NOTE: Mr. Welch will not participate in the discussions, nor will he  
41           vote, as his Ethics Commission SEI and RED have not been processed yet.  
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43           4. **Public Comments:** N/A

44 5. Approval of today's agenda:

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46 **Motion:** Mr. John Kirkland made a motion to approve the agenda as presented.  
47 **Mr. Bernard White seconded. Motion passed by unanimous vote.**  
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50 6. Election of Chairman and Vice-Chairman:

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52 **Motion:** Mr. Kirkland made a motion to re-appoint current chair and vice-chair.  
53 **Mr. White seconded and the motion was passed unanimously.**  
54

55 7. Approval of the minutes of the November 19, 2015: Reading of minutes was waived.

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57 **Motion:** Mr. White made a motion to approve minutes as presented. Mr. Kirkland  
58 **seconded. Motion passed by unanimous vote.**  
59

60 8. FY 2017 Draft Unified Planning Work Program (UPWP): *Maurizia Chapman*

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62 Ms. Chapman advised the UPWP is approved annually, with the draft being presented as  
63 it is now, in January, and the final approved in March. This is the plan that will be used  
64 next fiscal year, beginning July 1<sup>st</sup>, to conduct MPO business. Each member received a  
65 memo outlining the changes with explanation.  
66

67 Ms. Chapman reviewed the major tasks to be accomplished in the upcoming year:

- 68 • Work with the Rural Planning Organization and NCDOT to complete the
- 69 County-wide Comprehensive Transportation Plan. This plan is multi-
- 70 modal and similar to the MTP but is not fiscally constrained.
- 71 • Discussion with CARTS and may undertake updating or writing a
- 72 complete Coordinated Public Transportation Human Services Plan (CTP).
- 73 The plan that was approved last year was derived from what the RPO
- 74 created in 2013 prior to the creation of the MPO.
- 75 • Continue SPOT prioritization process
- 76

77 Additional requirements by the NCDOT were reviewed, specifically how to allocate  
78 funds and total for MPO will be \$223,000, a little less than this year. \$30,000 of these  
79 funds are set aside for potential special studies use.  
80

81 The Unified Program included section 104f (MPO highway planning funds), 5303  
82 (federal transit planning funds), 5307 (urban transit funds for CARTS). Under 5307  
83 funds-special studies, CARTS will allocate an overall \$100,000 as that's what CARTS  
84 will use to engage a consultant to conduct a more detailed study on the urban transit plan.  
85

86 Ms. Chapman requested members approve the draft. CAC and TCC recommend TAC  
87 approval.  
88

89 **Motion: Mr. Kirkland made a motion to approve the FY 2017 Draft Unified**  
90 **Planning Work Program (UPWP). Mr. White seconded. Motion passed by**  
91 **unanimous vote.**  
92  
93  
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95 **9. FY 2016-2025 Metropolitan Transportation Improvement Program (MTIP)**  
96 **Amendment No. 2: *Maurizia Chapman***  
97

98 Ms. Chapman relayed there are additional amendments than what was initially sent out to  
99 members prior to the meeting. MPO staff and CARTS staff met and discussed a number  
100 of transit projects that were determined needed to be included under the MTIP  
101 Amendments. Highway projects were reviewed and discussed.  
102

103 Ms. Walker reviewed each transit project.  
104

105 Ms. Chapman requested members approve the MTIP Amendment No. 2 by Resolution.  
106 The CAC and TCC recommend TAC approval.  
107

108 **Motion: Mr. Kirkland made a motion to approve Amendment No. 2 to the FY 2016-**  
109 **2025 Metropolitan Transportation Improvement Program (MTIP). Mr. White**  
110 **seconded. Motion passed by unanimous vote.**  
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112 **10. Draft Metropolitan Transportation Plan (MTP): *Kim Maxey***  
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114 Ms. Maxey advised the draft MTP hasn't changed substantially since the board's last  
115 review of the document. The Appendices have been added to the document. She relayed  
116 the December public involvement meetings were a huge success with close to 100 people  
117 attending between both meetings. Public input and feedback was productive. Upon  
118 inquiring how to incorporate public comments, NCDOT representative Bill Marley  
119 recommended the public comments be included as an appendix. This will be added.  
120

121 Ms. Maxey noted final public involvement meetings will be scheduled for mid-February,  
122 prior to final approval of the MTP in March.  
123

124 Ms. Maxey requested members approve the draft. CAC and TCC recommend TAC  
125 approval.  
126

127 **Motion: Mr. White made a motion to approve the Draft Metropolitan**  
128 **Transportation Plan (MTP). Mr. Kirkland seconded. Motion passed by unanimous**  
129 **vote.**  
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131 **11. Draft Metropolitan Transportation Plan Indirect and Cumulative Effects (ICE)**  
132 **Products: *VHB***  
133

134 Ms. Candice Andre provided a presentation of all products provided by them for the  
135 MTP. She reviewed the first three products and focused on the fourth and final product.

136 The first product, Existing Conditions Assessment, took what the MPO has within its  
137 area and determines, based on existing conditions, if there is likelihood for an effect  
138 based on a project. The end result is a matrix that product 2, Future Growth Potential,  
139 uses as its starting point. The Growth Potential is for up to 10 years, and likely to  
140 happen, and also beyond 10 years and possible to happen. This information was overlaid  
141 on a land use map of the area, providing an idea of what type of land uses may be  
142 impacted by the growth. Product 3, Direct Effects, take all the proposed projects within  
143 the MTP and look at existing conditions, future growth and market for development to  
144 evaluate if direct effects are likely or not likely based on multiple variables.  
145

146 The ultimate conclusion, with the project proposed within the MTP, there will be likely  
147 indirect effects with some projects. Cumulative effects are then considered, including  
148 existing protection of the important resources within the MPO area. Community features  
149 and natural and habitat features are the two areas that will have the most direct  
150 cumulative effects.  
151

152 Cultural and water quality features, despite the amount of waterways in the area, didn't  
153 rank very high due to local, state and federal protections in place for historical areas as  
154 well as waterways.  
155

156 Product 4 provides local communities best management practices and resources and tools  
157 that assist their decisions for future development within the area.  
158

159 All 4 products are now complete and will be compiled into one report, and will be  
160 appended to the MTP. Since this is a pilot study, guidance from NCDOT has been  
161 followed pertaining to integration into the process. Follow up will be done with NCDOT  
162 to study what could be done differently or better for future users.  
163

164 **Motion: Mr. Kirkland made a motion to approve the Draft MTP ICE Products as**  
165 **presented. Mr. White seconded. Motion passed by unanimous vote.**  
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168 **12. Revised Local Input Methodology and Ranking Process for P4.0: *Maurizia***  
169 *Chapman*

170 Ms. Chapman noted last year the board approved local input methodology and ranking  
171 information to be included and funded within the Transportation Improvement Program  
172 (TIP). The new formula the Division and Region approved for Regional and Division  
173 projects brought up questions to what was previously approved.  
174

175 Ms. Chapman advised the definition of Environmental Justice was changed slightly,  
176 providing additional clarification. The new definition was provided to the board and  
177 discussed. Conditional approval of the change was received by NCDOT in October.  
178

179 **Motion: Mr. Kirkland made a motion to approve the Revised Local Input**  
180 **Methodology and Ranking Process for P4.0 as presented. Mr. White seconded.**  
181 **Motion passed by unanimous vote.**  
182

183 **13. North Carolina Ethics Commission Statement of Economic Interest and Real**  
184 **Estate Disclosure Form:** *Maurizia Chapman*

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186 Ms. Chapman reminded members this documentation must be completed by April 15,  
187 2016 or each member will be subjected to two fines of \$250 each. Staff is available to  
188 assist members at their request. She suggested each member do this online as it makes  
189 the annual renewal easier.

190 **14. Updates:**

191 **a. Transportation Planning Branch Update:** *Farhan Javed, NCDOT TPB*

- 192 • Since completing work on the MTP, they will begin work to extend the  
193 travel demand model to include all of Craven County to begin the  
194 Comprehensive Transportation Plan (CTP). They will work with Patrick  
195 on specific locations to consider.
- 196 • Farhan will be leaving TPB, so a new engineer will begin working on this  
197 process.

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199 **b. CARTS Update:** *Kelly Walker, Transit Director*

- 200 • Since last meeting, CARTS staff attended some FTA workshops:
  - 201 ○ Ms. Walker attended the Tri-Annual Review Workshop
  - 202 ○ A Craven County finance staff member attended a Procurement
  - 203 Systems Review Workshop
  - 204 ○ These reviews are not coming up immediately, but will be in the
  - 205 future
- 206 • In current discussion with C-CATS, public transportation in Carteret  
207 County to coordinate transportation to destinations outside CARTS service  
208 area.
- 209 • Transportation Advisory Board meeting will be held on January 21<sup>st</sup> at  
210 10:00 am at the CARTS office. This meeting is open to the public.
- 211 • The tablet process is with the State waiting approval from the procurement  
212 specialist. Hope to have them ordered in February with delivery three  
213 months after that.

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215 **c. Division 2 Update:** *John Rouse, NCDOT Division 2 Planning Engineer*

- 216 • The two bike/ped projects along Glenburnie and Neuse are about 50%  
217 complete.
- 218 • Landscape enhancement project scheduled in Bridgeton this spring, across  
219 from the Hardee's.
- 220 • Resurfacing off the Hwy 55 interchange in Bridgeton was awarded to S.T.  
221 Wooten and will begin in the spring.
- 222 • Four additional roads within the MPO are scheduled for resurfacing  
223 including:
  - 224 ○ Simmons from Neuse Blvd. to National Ave.
  - 225 ○ Glenburnie from Neuse Blvd. to National Ave.
  - 226 ○ Rocky Run Road
  - 227 ○ State Road
- 228 • Within the Division-scheduled asphalt preservation projects now through  
229 March.

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d. **New Bern Area MPO Update:** *Kimberly Maxey, MPO Planner*

- Indirect and Cumulative Effects project has been submitted as a topic for the NCAMPO conference in May, and is being considered for the small MPO conference in South Carolina in September
- The MPO is offering to pay hotel and registration expenses for two members to attend the NCAMPO annual conference in May, being held in Greensboro. Ms. Maxey requested the group discuss among themselves and determine who would like to attend, then follow up for additional instruction by Friday, March 18<sup>th</sup>. Meals and travel expense will need to be covered by the individual.

**15. Discussion:** None

**16. Adjourn:** There being no further business, the meeting was adjourned.

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Steve Tyson, Chairman

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Jeff Ruggieri, Secretary