

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

3
4 **January 26, 2017**
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6 The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on
7 Thursday, January 26, 2017 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 Ms. E.T. Mitchell – New Bern Alderman
13 Mr. John Kirkland – Mayor, River Bend
14 Mr. Alan Welch – Bridgeton
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17 **Members Excused:** Mr. Hugh Overholt – NC Board of Transportation
18 Mr. Chuck Tyson – Mayor, Trent Woods
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20 **Non-Voting Members:** Ms. Kelly Walker –Director, CARTS
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22 **Members Absent:** Mr. Bill Marley – FHWA – non-voting member
23
24 **Guests Present:** Mr. Gene Hodges – Craven County
25
26 **Staff Present:** Ms. Maurizia Chapman – New Bern MPO Administrator
27 Ms. Kimberly Maxey – New Bern MPO Planner
28 Mr. Jeff Ruggieri – City of New Bern
29 Ms. Catherine Bryant – NCDOT
30 Mr. Jeff Cabaniss – NCDOT
31 Mr. John Rouse – NCDOT
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- 34 **1. Call to Order:** Chair Tyson called the meeting to order at 11:00 am.
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36 **2. Roll call** was taken and a quorum was declared.
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38 **3. Ethics Reminder:** Chair Tyson read the Ethics Reminder. There were no conflicts of
39 interested noted.
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41 **4. Public Comments:** N/A

42 **5. Approval of today's agenda:**

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44 **Motion: Ms. E.T. Mitchell made a motion to approve the agenda as presented. Mr.**
45 **John Kirkland seconded. Motion passed by unanimous vote.**

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47 **6. Election of Chairman and Vice-Chairman:**

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49 **Motion: Mr. Kirkland made a motion to re-appoint current chair. Ms. Mitchell**
50 **seconded and the motion passed unanimously.**

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52 **Chair Tyson nominated Mr. Kirkland as vice-chair. Ms. Mitchell seconded and the**
53 **motion passed unanimously.**

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55 **7. Approval of the minutes of the October 27, 2016:** Reading of minutes was waived.

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57 **Motion: Mr. Welch made a motion to approve minutes as presented. Ms. Mitchell**
58 **seconded. Motion passed by unanimous vote.**

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60 **8. FY 2018 Draft Unified Planning Work Program (UPWP):** *Kim Maxey*

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62 Ms. Maxey relayed the UPWP has been updated, with minimal changes from the
63 previous year. The budget amount remains the same.

64
65 She went over the major tasks to be accomplished during the upcoming FY. Ms. Mitchell
66 questioned if there were any changes from the previous year. Ms. Maxey advised the
67 amount of funds allocated to special projects was increased this year over last. These
68 funds will be used to complete studies for proposed projects as well as for needs
69 participating jurisdictions may have.

70
71 Local match remains the same for the participating jurisdictions.

72
73 Board members are approving the draft UPWP. The final will be presented for approval
74 in March.

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76 **Motion: Mr. Welch made a motion to approve the FY 2018 Draft Unified Planning**
77 **Work Program (UPWP). Ms. Mitchell seconded. Motion passed by unanimous vote.**

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79 **9. SPOT 4.0 Project Results:** *Maurizia Chapman*

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81 Ms. Chapman relayed the results of the SPOT 4 process. These results are published in
82 the Draft FY 2017-2027 STIP. The NBAMPO received a number of projects within the
83 Division tier and a couple in the Regional tier.

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85 Ms. Chapman explained how the points were adjusted for certain projects to bump them
86 into a higher ranking, which allowed us to get them funded.

87

88 The final STIP will go out for approval in June 2017 by DOT. If anyone has comments
89 or suggestions regarding the projects, the process is to provide that information to the
90 MPO staff and they will relay to the Division staff.

91
92 Chair Tyson acknowledged that the TAC board would like to be more involved in the
93 ranking process during SPOT 5.0.

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

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98 Ms. Chapman reminded members this documentation must be completed by April 15,
99 2017 or each member will be subjected to two fines. Staff is available to assist
100 members at their request.

101
102 **14. Updates:**

103 **a. Transportation Planning Branch Update:** *Catherine Bryant, NCDOT TPB*

- 104 • TPB finished their re-organization process. Ms. Bryant is now also the
105 representative for DERPO as well as the MPO.
- 106 • Work continues on the Craven County CTP
- 107 • Model updates continue to expand to county lines

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

- 110 • AECOM has been selected as the consultant to work on the Transit
111 Development Plan. Completion date is June 2017. The initial condensed
112 TDP completed in 2014 was used during the transition period from a rural
113 to urban system. The current TDP will be more in-depth. It is anticipated
114 that during this process the current stop sites may be changed.
- 115 • Chair Tyson requested an email with potential dates the members could
116 take a ride on the fixed route.
- 117 • Chair Tyson questioned if the fixed route is at capacity. Ms. Walker
118 advised overall it is not at capacity, although there are times during the
119 day buses are close to capacity. This varies depending on the time of the
120 day and the time of the year.
- 121 • Ms. Mitchell noted she would like a map of the route. MPO staff
122 provided. In reviewing, Ms. Mitchell felt the brochure needed to be more
123 widely distributed.
- 124 • Discussion ensued regarding the areas not currently covered by fixed route
125 CARTS service. (these include James City and Bridgeton)
- 126 • Chair Tyson requested a breakdown of CARTS funding and how funds are
127 allocated.

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129 **c. Division 2 Update:** *Jeff Cabaniss, NCDOT Division 2 Planning Engineer*

- 130 • 17 Bypass is 30% complete
- 131 • Clarks rest area is open with a few remaining punch list items to be
132 completed.
- 133 • Pipe replacement on River Shore Drive is almost complete. Asbury Road
134 will begin next, beginning early April, weather permitting.

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- Barnhill awarded contract to resurface Simmons and N. Glenburnie. These will begin in the spring.
 - Draft STIP was released. DOT is working to change their approach by doing more outreach before projects get started. They plan to go to each board with projects that have been funded in their areas to ensure they support and want the projects.

142 d. **New Bern Area MPO Update:** *Maurizia Chapman, MPO Administrator*

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- Updated on the upcoming statewide NCAMPO conference being held at the Convention Center in April.
 - February 22nd is the Green Growth Toolbox training. It is a half-day session to be held in the Development Services conference room. An email with registration information will be sent out.
 - Members were provided with a schedule for SPOT 5.0, which begins soon.
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151 **15. Discussion:** None

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

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Steve Tyson, Chairman

Jeff Ruggieri, Secretary