



TAC MEETING MINUTES

January 24, 2019

The New Bern Area Metropolitan Planning Organization held their regularly scheduled meeting on Thursday, January 24, 2019 at 11:00 AM in the Development Services Conference Room, 303 First Street.

Members Present:	Mr. John Kirkland – Vice-Chairman Ms. E.T. Mitchell – Commissioner, Craven County Mr. Jeffrey Odham – Alderman, New Bern Mr. Chuck Tyson – Mayor, Trent Woods
Members Excused:	Ms. Elizabeth Parker – Commissioner, Bridgeton
Non-Voting Members:	Ms. Kelly Walker – Director, CARTS
Members Absent:	Mr. Thomas Taft – NC Board of Transportation
Guests Present:	Mr. Don Baumgardner – Craven County
Staff Present:	Ms. Kimberly Maxey – New Bern Staff Ms. Diane Hampton – NCDOT

- 1. Call to Order:** Vice-Chair Kirkland called the meeting to order at 11:00 am.
- 2. Roll call** was taken and a quorum was declared.
- 3. Ethics Reminder:** Vice-chair Kirkland read the Ethics Reminder. There were no conflicts of interest noted.
- 4. Approval of today's agenda:**

Motion: Ms. Mitchell made a motion to approve the agenda as presented. Mr. Tyson seconded. Motion passed by unanimous vote.

39 5. Election of TAC Chairman and Vice-Chairman:

40 **Motion: Mr. Tyson made motion nominating current Vice-Chair, John Kirkland, as**
41 **Chairman. The motion was seconded by Ms. Mitchell and passed unanimously.**

42 **Motion: Mr. Tyson made a motion nominating Mr. Jeffrey Odham as vice-**
43 **chairman. The motion was seconded by Ms. Mitchell and passed unanimously.**

44 6. Approval of the minutes of the July, October and November meetings: Reading of
45 minutes was waived. Ms. Maxey advised board members that due to Hurricane Florence
46 in September 2018, September meetings were cancelled for both boards. October and
47 November meetings were joint TCC and TAC meetings.

48
49 **Motion: Mr. Tyson made a motion to approve minutes as presented. Vice-Chair**
50 **Odham seconded. Motion passed by unanimous vote.**

51
52 7. FY 2020 Draft Unified Planning Work Program: *Kim Maxey*

53
54 Ms. Maxey relayed that the Unified Planning Work Program (UPWP) is an annually
55 updated document that outlines the upcoming budget and goals, and outlines
56 accomplishments from the previous year.

57
58 The UPWP is being presented in a new format, one that Ms. Maxey hopes is easier to
59 follow and understand, but retains the required verbiage and budget documentation.

60
61 Ms. Maxey relayed that the Federal Government is now dictating the allocation efforts of
62 funds used to support Planning Organizations. As many POs do not utilize all allocated
63 funds, any unused funds are going back into the funding account to be utilized as needed.
64 Funding is being allocated differently, which is giving the New Bern Area MPO
65 additional annual funds in the amount of about \$20,000.

66
67 In light of the additional funds and the economic development taking place within the
68 MPO boundary, Ms. Maxey relayed she increased the budget for the next fiscal year,
69 with plans to utilize the additional funds on some small area studies as well as the
70 Metropolitan Transportation Plan update that will begin this year. Board members
71 requested the consulting firm obtained to provide the MTP update, provide a scope of
72 work for the update.

73
74 This document is being presented in draft format, and is due to the State by the end of
75 January. The final document will be presented during the March meeting. Ms. Maxey
76 does not anticipate allocation amounts to change, but a final budget will be presented at
77 this time.

78
79 The Draft UPWP is currently available online for public comment.

80
81 The TCC recommends approval.

82

83 **Motion: Vice-chair Odham made a motion to approve the proposed FY 2020 Draft**
84 **Unified Planning Work Program as presented. Ms. Mitchell seconded. Motion**
85 **passed by unanimous vote.**
86

87 **8. Amendment No. 6 to the FY 2018-2027 Metropolitan Transportation Program:** *Kim*
88 *Maxey*
89

90 Ms. Maxey advised board members of a modification to the transit portion of the MTIP.
91 Ms. Walker provided details of the update, which included increasing operating
92 assistance funds, reducing para-transit funds and increasing preventive maintenance
93 funds.
94

95 The Amendment is required to ensure the Metropolitan Transportation Improvement
96 Program (MTIP) matches the STIP.
97

98 The TCC recommends approval.
99

100 **Motion: Mr. Tyson made a motion to approve Amendment No. 6 to the FY 2018-2027**
101 **MTIP, as presented. The motion was seconded by Vice-chair Odham. Motion passed**
102 **by unanimous vote.**
103

104 **9. P 6.0 Pre-Submittal Project Discussion:** *Kimberly Maxey*
105

106 Ms. Maxey relayed that the SPOT office through NCDOT has given planning
107 organizations an opportunity to pre-submit up to 10 intersection/interchange
108 improvements projects that will be considered for the next round of prioritization. The
109 pre-submittal process will provide additional time for studies to be completed to aid in
110 design efforts as well as improve cost estimations.
111

112 The intersection improvements submitted thus far are:
113

- 114 • H184053 – MLK Blvd./Mall entrance: to address congestion issues stemming
115 from Chick Fil-a drive through overflow that back up along MLK
- 116 • H183996 – First/Trent/Pollock/Rhem intersection: re-alignment of this
117 intersection to aid in safety. Despite the First St. road diet project, improvements
118 to this intersection were not included
- 119 • H183997 – First/Broad/Neuse/3rd Ave: improvements to include safer pedestrian
120 crossing facilities
- 121 • H184000 – Old Hwy 17 in Bridgeton: currently remains a divided 4-lane
122 highway were the old bridge used to connect to 17. Recommendations include
123 utilizing one side as a 2-way road and the other side as a multi-use path for the
124 residents of Bridgeton
- 125 • H184052 – Bus 17/MLK/Trent: improvements to this intersection as
126 developments continue to expand the surrounding areas. Despite the funding of
127 the superstreet design along MLK in the 2nd half of the STIP, there may be a
128 better option to improve safety and congestion until that project is completed.
129

130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176

10. Updates:

- a. **Transportation Planning Branch Update:** *Behshad Norowzi, NCDOT TPB*
 - Mr. Norowzi was unable to attend.

- b. **CARTS Update:** *Kelly Walker, Transit Director*
 - Ms. Walker advised that her Deputy Director has submitted his resignation. His last day will be February 5th. He accepted a full-time military position.
 - The CARTS Tri-Annual review process is underway. This is the first time CARTS has gone through this review. The documentation deadline has been stalled due to the partial Government shutdown, but staff are prepared with required documents when they re-open.
 - The partial Government shutdown has not affected CARTS operations.
 - Chair Kirkland advised the board he discussed CARTS signage with Ms. Walker prior to the meeting. Ms. Walker advised she is planning to request the Craven County FY 21 budget include appropriations for improving signage across the area through the 5307 Grant.

- c. **Division 2 Update:** *Diane Hampton, NCDOT*
 - Ms. Hampton provided a spreadsheets covering current construction efforts and upcoming projects submit to the STIP and funding.
 - The superstreet design for MLK Blvd. from US 70 to Trent Road was recently added. It is in the 2nd half of the STIP.
There will be a public meeting in the spring hosted by the NCDOT to discuss the projects on the STIP. Additional information will be provided as details are refined.
 - The draft STIP has been approved with the final being voted on in June by the Board of Transportation.

- d. **New Bern Area MPO Update:** *Kimberly Maxey, MPO Staff*
 - The James City Business owner meeting will be held on Wednesday, January 30th at 1:00 pm at the Cornerstone Assembly Church on US 70. There is a local officials meeting prior to that at 11am. Same location.
 - There will be two public involvement meetings for James City at the end of February. Ms. Maxey will email board members with all meeting dates and times.

11. Discussion: There was extensive discussion on CARTS and where board members feel the direction needs to go on improving services across our area. A sub-committee was formed consisting of Chair Kirkland, Alderman Odham and Commissioner Mitchell to create a plan of how to best proceed.

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

177 John Kirkland, Chairman

Jeff Ruggieri, Secretary