

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

3
4 **January 23, 2014**
5

6 The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on
7 Thursday, January 23, 2014 at 10:00 AM in the City Hall Courtroom, 2nd floor, 300 Pollock
8 Street.
9

10 **Members Present:** Mr. Jeff Ruggieri - Chair
11 Mr. Gene Hodges – Vice-Chair
12 Mr. David Fort - Bridgeton
13 Mr. Terry Jordan – CARTS
14 Mr. Jordan Hughes – City of New Bern
15 Ms. Maurizia Chapman – New Bern Area MPO
16 Mr. Don Baumgardner – Craven County
17 Mr. Patrick Flanagan – Down East RPO
18 Ms. Jill Stark - FHWA
19 Mr. Jeff Cabaniss – NCDOT
20 Mr. John Rouse - NCDOT
21 Mr. Haywood Daughtry - NCDOT
22 Mr. Steve Hamilton - NCDOT
23 Mr. Behshad Norowzi - NCDOT
24 Mr. Tom Braaten – NB Regional Airport
25

26 **Members Excused:** Mr. Drew Havens – River Bend
27

28 **Members Absent:** Mr. Kevin Roberts – NB Chamber of Commerce
29 Ms. Cheryl Leonard – NCDOT
30

31 **Guests Present:** Mr. Jack Veit – Craven County
32

33 **Staff Present:** Ms. Kimberly Maxey
34
35

36 **New Business:**
37

- 38 **1. Call to Order:** Chair Jeff Ruggieri called the meeting to order
39
40 **2. Action:** Kim Maxey took roll call. A quorum was declared.
41
42 **3. Action:** Election of Officers
43

44 Chair Ruggieri opened the meeting for Chair and Vice-Chair nominations. Vice-Chair Hodges

45 nominated current Chairman, Jeff Ruggieri, to maintain the Chair position. Mr. David Fort
46 seconded the motion. Appointment was unanimously approved.

47
48 Mr. Steve Hamilton nominated current Vice-Chairman, Gene Hodges, to maintain the Vice-
49 Chair position. Mr. Terry Jordan seconded the motion. Appointment was unanimously
50 approved.

51
52 **4. Action:** Approve minutes from the November 26, 2013 meeting.

53
54 Reading of the minutes was waived. One change was noted on line 61. Ms. Maxey noted the
55 change and will update.

56
57 **Motion** was made by Mr. David Fort to accept the minutes and noted change as
58 presented. Mr. Jordan Hughes seconded the motion. Minutes were unanimously
59 approved.

60
61 **5. Introduction:** New MPO Administrator, Maurizia Chapman – Jeff Ruggieri

62
63 Chair Ruggieri introduced Ms. Chapman as the new MPO Administrator. Ms. Chapman came to
64 New Bern from Fayetteville where she worked for 28 years with Cumberland County, of which
65 22 with the Fayetteville MPO. Mr. Ruggieri advised the group Ms. Chapman came highly
66 recommended and has hit the ground running since starting with the City of New Bern on
67 January 13th.

68
69 **6. Introduction:** New TPB MPO Coordinator – Behshad Norowzi

70
71 Mr. Norowzi advised they did hire a new TPB Coordinator, Priya Nimbole, but unfortunately she
72 was unable to attend today's meeting due to illness. He will delay her introduction until the
73 February meeting. He advised the group that Ms. Nimbole was already a TPB employee, is
74 technically strong and will bring much to the department.

75
76 **7. Action:** Functional Classification System Draft Map – Jeff Ruggieri/Maurizia Chapman

77
78 Chair Ruggieri explained to the members that this Map has been previously discussed and was
79 approved by the group, but done improperly. The letter expresses coordination with Federal and
80 State requirements.

81
82 Ms. Chapman advised the Functional Classification System Draft Map was reviewed, and if
83 agreed upon, she will present to the TAC for approval and signature.

84
85 Ms. Jill Stark noted the letter provides the opportunity for the NCDOT to double check the map
86 and traffic patterns provided by our MPO. This coincides with the overhaul done every ten years
87 when the Census comes out, giving the department an opportunity to review traffic flows on
88 roads.

89

90
91 **Motion** was made by Mr. Steve Hamilton recommending approval. Mr. Behshad
92 Norowzi seconded the motion. Approval for the TAC Chairman to sign off on the
93 Functional Classification Draft map was unanimously approved.
94

95 **8. Update:** TPB – Behshad Norowzi
96

97 Mr. Norowzi advised of a meeting held in December with Chair Ruggieri, staff and himself in
98 which the requirements of MPO Methodology for projects was discussed. There have been a
99 couple of changes to the PowerPoint previously reviewed. Each member was provided an
100 updated copy. The deadline for new projects has been extended from January 17th to January
101 27th through February 24th. During this time the MPO can enter new projects.
102

103 Mr. Norowzi explained the methodology must be completed and presented by April 10th, but
104 they hope to have this done prior to that date. The projects will be presented for public input
105 prior to finalized approval.
106

107 Mr. Norowzi is working on the transportation model. The new schedule and model will be
108 completed and calibrated for presentation to both MPO groups. Any impact of traffic flow will
109 be reviewed and discussed. This model is required to determine 2016 simulation of what traffic
110 currently is and what expectations they have for future traffic. This will allow preparation and
111 planning for this growth.
112

113 Ms. Chapman questioned if the model will be multi-modal. Mr. Norowzi stated it usually isn't
114 but could add features to it if she would like. Ms. Chapman considered keeping it strictly
115 highway and planning for multi-modal in the future. Ms. Stark noted there are a couple of
116 locations that already have a multi-modal in place and suggested they consider talking with
117 personnel from these locations before moving forward. Mr. Norowzi stated adding multi-modal
118 components would make it far more complex, which may in turn require consultants and
119 additional increase in cost. Ms. Chapman is agreeable to leaving the model as is for now.
120

121 **9. Discussion:** Project Prioritization Schedule – Behshad Norowzi
122

123 Within the packet provided to members, Mr. Norowzi advised the updated schedule has been
124 included on slide #17. Dates, as previously discussed are now January 27th – February 24th.
125

126 Ms. Chapman advised the deadline to enter new projects is February 24th. This date is prior to
127 the next NBAMPO meeting, therefore she will be in close communication with members
128 between now and February 24th with project information.
129

130 Mr. Flanagan advised they will hold a yet to be scheduled, Regional meeting with Division
131 Engineers to ensure cooperation and proper communication with all the area MPO's and RPO's
132 regarding SPOT project submissions. This meeting will occur before the February 24th deadline
133 to submit new projects for all modes of transportation.
134

135
136 Chair Ruggieri asked if there were any updates on the Ferry situation pertaining to tolls. Mr.
137 Flanagan provided a list of dates for upcoming meetings to discuss the topic. Ms. Maxey will
138 scan and email to the group. The closest meeting for our area will be held on Thursday,
139 February 6th at 7:00pm at the Pamlico County Community College.

140
141 Ms. Stark questioned if we would have any rail or aviation projects to consider. Mr. Cabaniss
142 stated the aviation projects have already been submitted. Mr. Flanagan advised that while the
143 area may have rail projects, a feasibility study is being considered but has not been done at this
144 time.

145
146 Mr. Cabaniss advised as part of the new process, a public input meeting is required. They will
147 be holding a meeting next Thursday, January 30th from 4-7:00pm at Craven Community College
148 to hear any public comments. A methodology discussion is to come later. John Rouse advised a
149 press release has been posted but would appreciate assistance getting this meeting in the public
150 eye. Chair Ruggieri will talk with the City personnel about posting the notice on the City
151 website.

152
153 Vice-chair Hodges suggested we create a master calendar for members and staff to maintain that
154 provides pertinent dates, including Federal and State due dates, meetings, public hearings, etc.
155 Ms. Chapman advised she and Chair Ruggieri have discussed the need for an MPO website and
156 are working on details of creating one. She hopes to have something up and running within a
157 few months. Part of the MPO website will be dedicated to a calendar that will provide these
158 dates as requested.

159
160 Mr. Norowzi questioned if in the interim, a calendar could be created on the City of New Bern's
161 website that could be utilized by the members. Chair Ruggieri will explore this option.

162
163 Mr. Rouse advised the hearing next week does not require the public to be present to question a
164 project. They included a way to submit written comments in lieu of attending.

165
166

167 **10. Administrator Comments – Maurizia Chapman**

168
169 Ms. Chapman went over the Fiscal 2014 Unified Planning Work Program. There will be a
170 budget amendment next month that will require action. The 2015 draft will work with Federal
171 and State transit recipients.

172
173 Ms. Chapman informed the members of the upcoming MPO Conference being held in
174 Wilmington, May 14-16. She is trying to get funding for the NBAMPO TCC and TAC members
175 to attend. She had a discussion with the Transportation Planning Branch regarding funding that
176 will cover registration and two nights hotel stay. Members would be responsible for meals and
177 transportation to and from the conference. Lunch Thursday and breakfast Friday will be
178 included with the conference, so meal expense will be somewhat minimal. Ms. Chapman is
179 requesting members let her know by February 14th if they will attend. This provides ample time

180 to verify funding and pre-register for a lower fee. She will email all members so they will have
181 her contact information.

182

183 **11. Public Comment:** N/A

184

185 **12. Adjourn**

186

187 There being no further business, the meeting was adjourned.

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189

190

Jeff Ruggieri, Chairman

Kim Maxey, Secretary