

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

3
4 **July 9, 2015**

5
6 The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on
7 Thursday, July 9, 2015 at 1:30 PM in the Development Services Conference Room, 303 First
8 Street.

9
10 **Members Present:**

- 11 Mr. Jeff Ruggieri – Chair
- 12 Mr. Gene Hodges – Vice-Chair
- 13 Mr. Don Baumgardner – County of Craven
- 14 Ms. Kelly Walker – CARTS
- 15 Ms. Amanda Boone – City of New Bern
- 16 Mr. Jeff Cabaniss – NCDOT
- 17 Ms. Maurizia Chapman – -New Bern Area MPO
- 18 Mr. Patrick Flanagan – Down East RPO
- 19 Mr. David Fort – Town of Bridgeton
- 20 Mr. Haywood Daughtry - NCDOT
- 21 Mr. Farhan Javed – NCDOT
- 22 Mr. Tom Braaten – NB Regional Airport
- 23 Mr. Steve Hamilton – NCDOT
- 24 Mr. Delane Jackson – River Bend
- 25 Ms. Loretta Barren - FHWA

26 **Members Excused:**

- 27 Mr. John Rouse – NCDOT
- 28 Mr. Kevin Roberts – NB Chamber of Commerce
- 29 Mr. Chuck Tyson – Trent Woods

30 **Members Absent:**

31
32 **Guests Present:**

- 33 Mr. Ryan Mayers – NCDOT/PTD

34 **Staff Present:**

- 35 Ms. Kimberly Maxey – New Bern Area MPO

- 36
37 **1. Call to Order:** Chair Jeff Ruggieri called the meeting to order at 1:30 pm.
38
39 **2. Roll Call:** Roll Call was taken and a quorum was declared.
40
41 **3. Approval of today’s agenda:** The agenda was approved.
42
43 **4. Approval of the minutes of the May 14, 2015 meeting:** Reading of the minutes was
44 waived.

45
46 **Motion: Mr. Tom Braaten made a motion to approve the minutes as presented.**

47 **The motion was seconded by Mr. David Fort and passed unanimously.**
48

49 **5. Craven Area Rural Transit System Transit Development Plan: *Kelly Walker***
50

51 Ms. Walker introduced CARTS new Mobility Specialist with the NCDOT, Ryan Mayers.
52

53 Ms. Walker advised during the May 14 meeting Ms. Marlene Connor presented the TDP to
54 the group. The final report was provided to the Committee members for review. The report
55 has not currently been approved by the MPO or the Board of Commissioners, and this
56 meeting begins that process. The MPO must approve as they provided funding for the plan.
57 The Board of Commissioners must approve as CARTS is an agency of Craven County. She
58 noted the main part of the plan is found within the first 28 pages. The following pages
59 provide documentation of how the process unfolded. Ms. Walker highlighted points within
60 the plan previously discussed with the TCC.
61

62 Ms. Walker advised she has a number of public involvement meetings scheduled within the
63 week to provide the public with knowledge of the fee schedule change. The meeting
64 schedule was previously emailed to the members of the TCC. Ms. Chapman requested the
65 members help share the meeting schedule with individuals to assist in participation.
66

67 **Motion: Mr. David Fort made a motion to approve the CARTS Transit Development**
68 **Plan and recommend TAC approval. Vice-chair Gene Hodges seconded. Motion passed**
69 **by unanimous vote.**
70

71 **6. NBAMPO FY 2012-2018 Metropolitan Transportation Improvement Program**
72 **Amendment No. 2: *Maurizia Chapman, MPO Administrator***
73

74 Ms. Chapman advised when working with Federal Transit Funds, the current year
75 Transportation Improvement Program must include all proposed projects in an area. In
76 order for CARTS to access the associated capital in maintenance, the federal urban funds
77 must be included in the TIP. This has already been approved by the North Carolina
78 Board of Transportation. What the NC BOT does and what the MPO does have to be the
79 same in order for the recipient to get the funds.
80

81 The next action will be to approve the new Transportation Improvement Program, but by
82 doing this CARTS can apply for the funds now without waiting for the Federal final
83 approval in October of the new document.
84

85 The resolution shows that CARTS will receive \$10,000 for associated capital with a local
86 match of \$3,000. The leased tablets total is \$10,000 and local match is \$2,000. Ms.
87 Walker advised the tablet cost is not the full amount, rather the amount for one year. The
88 cost is after they have taken the 60/40 split.
89

90 **Motion: Mr. Delane Jackson made a motion to approve the NBAMPO MTIP**
91 **Amendment No. 2 and recommend TAC approval. Mr. Don Baumgardner seconded.**
92 **Motion passed by unanimous vote.**
93

94 **7. NBAMPO FY 2016-2025 Metropolitan Transportation Improvement Program**
95 **including Fiscal Constraints:** *Maurizia Chapman*

96
97 Ms. Chapman advised this document is the culmination of over two years of work by the
98 NCDOT, MPO's and RPO's. The projects in this document went through local and state
99 ranking, and are divided by three different tiers. Most of the projects included in the
100 document are beyond 2020, which means they will require reprioritization.

101
102 The State approved this document last month. On the NBAMPO website the State TIP
103 and the NBAMPO TIP are posted. The state document included a large narrative of the
104 strategic transportation initiative process. The NBAMPO document included the fiscally
105 constrained portion. This is the only difference between the two.

106
107 **Motion: Mr. David Fort made a motion to approve the NBAMPO MTIP including**
108 **Fiscal Constraints and recommend TAC approval. Mr. Steve Hamilton seconded.**
109 **Motion passed by unanimous vote.**

110
111 **8. Title VI Policy and Procedures and Title VI Plan:** *Kim Maxey*

112
113 Ms. Maxey advised a copy of the proposed plan was included in member packets for
114 review. The document has been discussed prior within this group with minimal changes.
115 Staff worked closely with representatives within the NCDOT to ensure all requirements
116 have been met.

117
118 Staff is looking for a translator for the document.

119
120 Staff is requesting the Committee approve with recommendation for TAC approval.

121
122 **Motion: Mr. Delane Jackson made a motion to approve the Title VI Policy and**
123 **Procedures and Title VI Plan and recommend TAC approval. Mr. David Fort**
124 **seconded. Motion passed by unanimous vote.**

125
126
127 **9. Functional Classification Map Revision for U.S. 18 (MLK Blvd.):** *Maurizia*
128 *Chapman*

129
130 Ms. Chapman relayed in her first week with the MPO action was taken on Functional
131 Road Classification. As she learned more of the area she discovered the Functional
132 Classification of MLK Blvd. there was a coding area. MLK has been a principal arterial
133 and was part of the strategic highway corridor the FHWA has. For some reason that
134 classification changed. It is a major connector between New Bern and Jacksonville. In
135 order to make this change, this amendment is required.

136
137 **Motion: Mr. Haywood Daughtry made a motion to approve the Functional**
138 **Classification Map Amendment for U.S. 17 (MLK Blvd) and recommend TAC**
139 **approval. Mr. Tom Braaten seconded. Motion passed by unanimous vote.**

141 **10. Metropolitan Transportation Plan Schedule:** *Kim Maxey*

142
143 Ms. Maxey advised staff is working on creating this document and will be providing
144 information on it in subsequent meetings. Staff will be attending meetings in conjunction
145 with CARTS in the upcoming week in which parts of this plan will be available. This
146 document must be completed by March 2016.
147

148 **11. Updates:**

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

150
151 Mr. Javed provided an update on:

- 152 • The New Bern Bypass alignment that connects US 70 and the NC 43
- 153 Connector will be amended in the travel demand model.
- 154 • There were some concerns raised regarding the attributes of the base
- 155 network. All attributes will be verified.
- 156 • The FY 2016 PWP has been approved. The MPO will be receiving a
- 157 letter.

158
159 **b. CARTS Update:** *Kelly Walker, Transit Director*

160
161 The Public Hearing for the proposed fare increase will be during the County
162 Commissioner meeting being held on August 3rd at 7:00 p.m. During this meeting
163 she will request approval of the TDP as well.
164

165 Mr. Hodges added part of the plan includes an office re-organization. They are
166 actively recruiting for an assistant Director as well as an accounting specialist.
167

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

169
170 Mr. Jeff Cabaniss updated the board on current projects:

- 171 • The 43 Connector project is 52% complete and are 30% ahead of
- 172 schedule.
- 173 • The two-bike and ped projects were on a deadline to get Federal
- 174 authorization for construction by the end of June, and this deadline was
- 175 met. The 20% match was met. These are ready to be advertised in August
- 176 for a minimum of three weeks and let in September. The hope is to begin
- 177 construction in the fall.
- 178 • Re-surfacing projects in the Bridgeton area include secondary roads,
- 179 beginning this fall.

180
181 **d. New Bern Area MPO Update:** *Maurizia Chapman, AICP, NBAMPO*
182 *Administrator, Kimberly Maxey, MPO Planner*

183
184 Ms. Chapman provided updates on:

- 185 • Staff attended NEPA (National Environmental Policy Act) training in Raleigh
- 186 for two days in June. This will help us format requirements at the systems

- 187 level to better utilize at the projects level.
- 188 • Met with TPB in Raleigh and agreed on the selection of the consultant that
 - 189 will do the ICE planning. VHB was chosen, and Bryson will be the principal.
 - 190 They will be here throughout the process.
 - 191 • We organized a meeting of Division 2 MPO's and RPO's to discuss P4
 - 192 criteria. Staff will meet with Division 3 counterparts on July 15th to discuss
 - 193 finding a united voice moving forward.
 - 194 • The MPO facilitated a meeting organized by our DPE Jeff Cabaniss, with
 - 195 NCDOT Bike/Ped Staff, MPO Staff, City Staff, and Division Engineer, DPE
 - 196 and Division Maintenance Engineer met in June followed by a 10-mile bike
 - 197 ride. Mr. Cabaniss relayed the NC Director of Bike and Ped requested a
 - 198 meeting in New Bern with the MPO and other key community members. The
 - 199 meeting and ride were very beneficial for all involved.
 - 200 • Ms. Chapman advised staff will be organizing a campaign to work with K-8
 - 201 classes in all schools within the MPO on a Walk to School Day on October
 - 202 7th. Stefanie Keen is over 10 counties and is working closely with us and Mr.
 - 203 Cabaniss.
 - 204 • Staff participated at the Craven County Commissioner work session for
 - 205 transportation. MPO and RPO staff were present along with Division
 - 206 Engineers and key personnel of the Highway Commission and Hwy 70
 - 207 Corridor commission.
 - 208 • Staff has been working with CNI through New Bern Housing Authority. The
 - 209 Transportation Matrix was finalized for this area.
 - 210

211 **12. Discussion:** Chair Ruggieri requested an update on the James City public component.
212 The consultants are working on developing the public involvement portion, but a draft
213 has not been received. It is expected that this will begin in August.

214
215 Vice-chair Hodges advised members of Craven County met with the consultants as well.
216 Staff has been working on maps and gathering historical data to keep the process moving
217 forward. Mr. Baumgardner relayed his staff will be meeting with residents of Taberna to
218 gain insight into their thoughts on problems and solutions.

219
220 Ms. Amanda Boone, City of New Bern Staff Engineer was introduced. She will be
221 attending future meetings.

222 223 **13. Adjourn**

224
225
226 There being no further business, the meeting was adjourned at 2:40 p.m.

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228
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230
231 _____
Jeff Ruggieri, Chairman

Maurizia Chapman, MPO Administrator