

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

3
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 1:30 PM in the Development Services Conference Room, 303
8 First Street.
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10 **Members Present:** Mr. Jeff Ruggieri – Chair
11 Mr. Gene Hodges – Vice-Chair
12 Mr. Don Baumgardner – County of Craven
13 Mr. Tom Braaten – NB Regional Airport
14 Mr. Andrew Shorter – NB Regional Airport
15 Ms. Kelly Walker – CARTS
16 Ms. Amanda Boone – City of New Bern
17 Mr. David Fort – Town of Bridgeton
18 Ms. Nan Holton – Trent Woods
19 Mr. Jeff Cabaniss – NCDOT
20 Mr. John Rouse - NCDOT
21 Mr. David Morton - NCDOT
22 Mr. Farhan Javed – NCDOT
23 Mr. Bill Marley - FHWA
24 Mr. Patrick Flanagan – Down East RPO
25

26 **Members Excused:** Mr. Delane Jackson – River Bent
27 Mr. Steve Hamilton – NCDOT
28

29 **Members Absent:** Mr. Kevin Roberts – NB Chamber of Commerce
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31 **Guests Present:** Ms. Candice Andre – VHB
32 Ms. Taruna Tayal – VHB
33 Ms. Alena Cook – NCDOT – TPB
34

35 **Staff Present:** Ms. Kimberly Maxey – New Bern Area MPO
36 Ms. Maurizia Chapman – New Bern Area MPO
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- 39 **1. Call to Order:** Chair Jeff Ruggieri called the meeting to order.
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41 **2. Roll Call:** Roll Call was taken and a quorum was declared.
42
43 **3. Public Comments:** None.
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45 **4. Approval of today’s agenda:** The agenda was approved as presented.
46

47 **5. Election of TCC Chairman and Vice-Chairman:**

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49 **Motion: Vice-chair Hodges made a motion to re-appoint Chair Ruggieri. Mr. David**
50 **Fort seconded and the motion was passed unanimously.**

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52 **Motion: Mr. Tom Braaten made a motion to re-appoint Vice-Chair Hodges to. Mr.**
53 **Baumgardner seconded and the motion was passed unanimously.**

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55 **6. Approval of the minutes of the November 14, 2015 meeting:** Reading of the minutes
56 was waived.

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58 **Motion: Vice-Chair Hodges made a motion to approve the minutes as presented.**
59 **The motion was seconded by Mr. Baumgardner and passed unanimously.**

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61 **7. FY 2017 Draft Unified Planning Work Program (UPWP):** *Maurizia Chapman*

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

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

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

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

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

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

88
89 **Motion: Vice-chair Hodges made a motion to approve the FY 2017 Draft Unified**
90 **Planning Work Program (UPWP) and recommend TAC approval. Mr. Don**
91 **Baumgardner seconded. Motion passed by unanimous vote.**

93 **8. FY 2016-2025 Metropolitan Transportation Improvement Program (MTIP)**
94 **Amendment No. 2: *Maurizia Chapman***

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96 Ms. Chapman relayed there are additional amendments than what was initially sent out to
97 members prior to the meeting. MPO staff and CARTS staff met and discussed a number
98 of transit projects that were determined needed to be included under the MTIP
99 Amendment No. 2. Highway projects were reviewed and discussed.

100
101 Ms. Walker reviewed each transit project.

102
103 Ms. Chapman requested members approve the MTIP Amendment No. 2 and recommend
104 TAC approval.

105
106 **Motion: Vice-chair Hodges made a motion to approve Amendment No. 2 to the FY**
107 **2016-2025 Metropolitan Transportation Improvement Program (MTIP) and**
108 **recommend TAC approval. Mr. Don Baumgardner seconded. Motion passed by**
109 **unanimous vote.**

110
111 **9. Draft Metropolitan Transportation Plan (MTP): *Kim Maxey***

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113 Ms. Maxey advised the draft MTP hasn't changed substantially since the board's last
114 review of the document. The Appendices have been added to the document. She relayed
115 the December public involvement meetings were a huge success with close to 100 people
116 attending between both meetings. Public input and feedback was productive. Upon
117 inquiring hot to incorporate public comments, NCDOT representative Bill Marley
118 recommended the public comments be included as an appendix. This will be added.

119
120 Ms. Maxey noted final public involvement meetings will be scheduled for mid-February,
121 prior to final approval of the MTP in March.

122
123 Ms. Maxey requested members approve the draft and recommend TAC approval.

124
125 **Motion: Ms. Walker made a motion to approve the Draft Metropolitan**
126 **Transportation Plan (MTP) and recommend TAC approval. Chair Ruggieri**
127 **seconded. Motion passed by unanimous vote.**

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129 **10. Draft Metropolitan Transportation Plan Indirect and Cumulative Effects (ICE)**
130 **Products: *VHB***

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132 Ms. Candice Andre provided a presentation of all products provided by them for the
133 MTP. She reviewed the first three products and focused on the fourth and final product.
134 The first product, Existing Conditions Assessment, took what the MPO has within its
135 area and determines, based on existing conditions, if there is likelihood for an effect
136 based on a project. The end result is a matrix that product 2, Future Growth Potential,
137 uses as its starting point. The Growth Potential is for up to 10 years, and likely to
138 happen, and also beyond 10 years and possible to happen. This information was overlaid
139 on a land use map of the area, providing an idea of what type of land uses may be

140 impacted by the growth. Product 3, Direct Effects, take all the proposed projects within
141 the MTP and look at existing conditions, future growth and market for development to
142 evaluate if direct effects are likely or not likely based on multiple variables.
143

144 The ultimate conclusion, with the project proposed within the MTP, there will be likely
145 indirect effects with some projects. Cumulative effects are then considered, including
146 existing protection of the important resources within the MPO area. Community features
147 and natural and habitat features are the two areas that will have the most direct
148 cumulative effects.
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150 Cultural and water quality features, despite the amount of waterways in the area, didn't
151 rank very high due to local, state and federal protections in place for historical areas as
152 well as waterways.
153

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

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

162 **Motion: Mr. Baumgardner made a motion to approve the Draft MTP ICE Products**
163 **as presented and recommend TAC approval. Mr. David Fort seconded. Motion**
164 **passed by unanimous vote.**
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166 **11. Revised Local Input Methodology and Ranking Process for P4.0:** *Maurizia*
167 *Chapman*
168

169 Ms. Chapman relayed the process was approved by the NCDOT last year for Project
170 Prioritization 3(P3), and are now going through P4. When asked how to modify current
171 methodology to remove dates, allowing us to rank each project this year, they questioned
172 certain items from the addition that was provided last year, requesting more clarification.
173 The rankings have been modified and conditional approval was granted in October.
174 Highway, Regional and Division needs criteria was adjusted. Divisions 2 and 3 in our
175 region met and agreed with the changes. This information has been updated and is being
176 provided to the MPO boards. Definitions have been updated as well as accepted by the
177 NCDOT.
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179 **Motion: Mr. Fort made a motion to approve the revised Local Input Methodology**
180 **and Ranking Process for P4 and recommend TAC approval. The motion was**
181 **seconded by Mr. Braaten and passed unanimously.**
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12. Updates:

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

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

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

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

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

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

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
- Due to the NCAMPO conference, the May meeting will need to be

233 rescheduled, and will be discussed at the March meeting.
234 • The MPO is offering to pay hotel and registration expenses for two members
235 to attend the NCAMPO annual conference in May, being held in Greensboro.
236 Ms. Maxey requested the group discuss among themselves and determine who
237 would like to attend, then follow up for additional instruction by Friday,
238 March 18th. Meals and travel expense will need to be covered by the
239 individual.

240 **13. Discussion:** Amanda Boone provided the following updates:

- 241 • Striping on Trent Road is complete. Bike symbols still need to be added, and
242 grinding at the intersection of Trent and Simmons needs to be complete.
- 243 • Lowe’s Boulevard is complete except for some grinding.
- 244 • Fort Totten is completed except for some stop bars.
- 245 • Elizabeth Avenue is complete.
- 246 • Second and Rhem is complete except for stop bars.
- 247 • Carolina Colors has not begun yet.

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249 **14. Adjourn**

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251 There being no further business, the meeting was adjourned.
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Jeff Ruggieri, Chairman

Maurizia Chapman, MPO Administrator