

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

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4   **November 13, 2014**

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6     The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on  
7     Thursday, November 3, 2014 at 1:30 PM in the Dunn Building, Development Services  
8     Conference Room, 3rd floor, 248 Craven Street.  
9

- 10 **Members Present:**                             Mr. Jeff Ruggieri - Chair  
11   Mr. Gene Hodges – Vice-Chair  
12   Ms. Loretta Barren - FHWA  
13   Mr. Don Baumgardner – County of Craven (arrived 1:36 p.m.)  
14   Mr. Tom Braaten – NB Regional Airport  
15   Mr. Jeff Cabaniss – NCDOT  
16   Ms. Maurizia Chapman – -New Bern Area MPO  
17   Ms. Roseann Christian – CARTS Director  
18   Mr. Patrick Flanagan – Down East RPO  
19   Mr. David Fort – Town of Bridgeton  
20   Mr. Steve Hamilton – NCDOT  
21   Mr. David Morton - NCDOT (for Haywood Daughtry)  
22   Mr. Behshad Norowzi – NCDOT  
23   Mr. John Rouse – NCDOT  
24

- 25 **Members Excused:**                             Mr. Delane Jackson  
26

- 27 **Members Absent:**                             Mr. Kevin Roberts – NB Chamber of Commerce  
28   Mr. Jordan Hughes – City of New Bern  
29

- 30 **Guests Present:**                             Mr. Ryan White – Stantec  
31   Mr. Neil Perry – NCDOT Rail Division  
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33

34 **Staff Present:**  
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- 36     **1. Call to Order:** Chair Jeff Ruggieri called the meeting to order at 1:30 pm.
- 37
- 38     **2. Roll Call:** Roll Call was taken by Chair Ruggieri and a quorum was declared.
- 39
- 40     **3. Public Comments:** N/A
- 41
- 42     **4. Approval of today’s agenda:** Agenda was approved.
- 43
- 44     **5. Approval of the minutes of the September 11, 2014 meeting:** Reading of the minutes

45 was waived. Mr. Tom Braaten requested that in Item No. 7. Updates, staff changes from  
46 4,500 soldiers to 4,500 sailors, as that is the correct way to address military personnel at  
47 Cherry Point.  
48

49 **Motion: Mr. Tom Braaten then made a motion to approve the minutes as amended.**  
50 **The motion was seconded by Mr. David Fort and passed unanimously.**  
51

52 **6. NBAMPO Public Involvement Plan:** *Maurizia Chapman, MPO Administrator*  
53

54 Ms. Chapman informed the committee that the Public Involvement Plan had been opened for  
55 public review for the 45 days required by federal legislation. This Plan was a substantial  
56 update from the one that NBAMPO previously approved and included detailed methods and  
57 measures to engage citizens and stakeholders in the transportation planning process. The  
58 public review period was advertised in the Sun Journal, the NBAMPO website and Facebook  
59 page, and all participating jurisdictions included links to the document on their websites. No  
60 citizen comments have been received, and, should some come in prior to the TAC's final  
61 approval, they would be shared with both committees and included in the document.  
62

63 **Motion: Mr. David Fort made a motion to approve the Public Involvement Plan and**  
64 **recommend the TAC approve as presented. Vice-chair Hodges seconded. Motion**  
65 **passed by unanimous vote.**  
66

67 **7. Support for River Bend Bicycle and Pedestrian Planning Grant:** *Maurizia Chapman*  
68

69 Ms. Chapman relayed that the NC Department of Transportation Bicycle and Pedestrian  
70 division is accepting applications for Bicycle and/or Pedestrian Planning Grant. She  
71 provided the information to each jurisdiction within the MPO that do not already have one.  
72 River Bend is applying for this grant.  
73

74 Prior to the formation of the MPO, Trent Woods applied and received grant funds for Bike &  
75 Pedestrian Plan, which was approved in March and was shared with the MPO, and were able  
76 to submit projects for consideration during the P 3.0 process.  
77

78 When River Bend applies for the grant, the DOT will be looking for a resolution of support  
79 from the NBAMPO. Ms. Chapman advised the resolution has not yet been prepared, but she  
80 would like to take the TCC recommendation of support for the grant request before the TAC  
81 for approval.  
82

83 River Bend is requesting grant funds for both Bicycle and Pedestrian plans. The grants are  
84 between \$20-30,000, maxing out at \$35,000. As River Bend's population falls under 5,000,  
85 they are eligible to apply for both grants. River Bend will have to match a small percentage  
86 of funds, but are prepared to do that. The grant works on a reimbursement basis.  
87

88 **Motion: Mr. Don Baumgardner made a motion to support the resolution request and**  
89 **recommend TAC approval. Mr. Tom Braaten seconded. Motion passed by unanimous**

90 **vote.**

91  
92 **8. FY 2012 – 2018 Metropolitan Transportation Improvement Program (MTIP)**

93 **Amendment No. 1:** *Roseann Christian, CARTS Director*

94  
95 Ms. Christian discussed preparations for CARTS funding program. They are preparing  
96 documentation to submit for grant support. Ms. Christian has prepared three and five  
97 year plans, which are available to review as requested.

98  
99 The categories to be covered include preventative maintenance, which includes work on  
100 the vehicles as well as labor, scheduling and wages to schedule, support of ADA  
101 complimentary para-transit for fixed routes, which compliments the services CARTS  
102 currently offers with a deviated fixed route. As CARTS incorporates Urban funds, this  
103 route will become a fixed route. ADA requires a ¾ mile buffer surrounding a fixed route  
104 that will assist individuals facing physical challenges reaching a bus and getting on and  
105 off the bus.

106 Carts will offer expansion vans, beginning with three vans or LTD's that will be used on  
107 the urban routes. Vehicles that were purchased with rural funds are excluded from being  
108 utilized with urban routes. However, during the transition the FTA advised CARTS to  
109 continue utilizing existing vans, maintaining separate logs for urban and rural routes and  
110 as new vehicles are purchased, utilize appropriately.

111  
112 Mobility management will be effective in transitioning to para-transit set up in giving  
113 citizens understanding of how to become ADA certified as well as offer travel training.  
114 This will require additional public involvement.

115  
116 Operating Assistance is the 50/50 match with the FTA. Short-range planning can be used  
117 for training and was required to be incorporated into the PWP. This will continue to  
118 grow over the upcoming years.

119  
120 The first budget provided to the FTA was based on the 40/60 split, 40% allotted to urban  
121 and 60% allotted to rural. These are estimated budget numbers.

122  
123 Ms. Chapman clarified the STIP number was assigned by NCDOT. This will go to the  
124 Board of Transportation next month for voting in January and will be an amendment to  
125 the current TIP.

126  
127 **Motion: Vice-chair Hodges made a motion to support recommendation to the TAC for**  
128 **approval. Mr. Don Baumgardner seconded. Motion passed by unanimous vote.**

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130  
131 **9. NC Rail Statewide Plan: Neil Perry, Rail Planning Manager, NCDOT Rail**  
132 **Division; Ryan White, Senior Transportation Engineer, Stantec**

133  
134 Mr. White provided a Powerpoint presentation to the committee. Mr. White relayed the

135 Statewide Rail Plan has not been officially released. He stated New Bern is in a high  
136 level overview of information that not everyone has seen yet. The cost numbers were  
137 provided in the presentation to the board but must be approved by the Board of  
138 Transportation and the Secretary first. The primary focus has been identified as the  
139 freight aspect of Corridor 17 (in the vicinity of U.S. 70), and will touch on passenger  
140 travel, but that is not an immediate goal, rather a long term focus.

141  
142 Mr. White relayed the plan is federally mandated and the last plan was initiated in 2009.  
143 The current goal is to partner the Governor with railroad companies, industry and public  
144 to develop a comprehensive plan to cover needs of the state, different regions and  
145 corridors. Prioritization methods have been created to help identify long range strategies  
146 for resources, funding needs and economic benefits.

147  
148 In 2013 they held a rail plan forum and invited business community users of the rail  
149 system, MPOs and RPOs as well as representatives from commerce and agriculture. The  
150 goal was to bring DOT and the differing branches of government together with  
151 communities and industries to discuss and assess needs for North Carolina. The draft  
152 plan will be released in mid-December with a 35-45 day public comment period. Along  
153 with this release will be a project website with downloadable copies of the draft.

154  
155 As this plan isn't just a North Carolina plan, there is some regional outreach and  
156 coordination necessary regarding freight movement. Most freight within the state is  
157 inbound. There is projected future growth, however North Carolina will remain primarily  
158 a consumer state.

159  
160 There are long range plans to extend Amtrak service to the eastern part of the state in the  
161 future, but a bus system is in place now for the interim, to help grow ridership.

162  
163 Each corridor was prioritized, with a goal of eliminating some truck volume, and instead  
164 utilize the railroad to transport goods. Connection to the ports is top priority, therefore  
165 Corridor 17 is the highest corridor to support industry and port growth. Strategic  
166 connections include Cherry Point, Camp Lejeune, and the Port of Morehead City. Due to  
167 the industrial business within this area, it is a major investment corridor in the state,  
168 ranking as high as the I-95 corridor.

169  
170 Current projects and studies include, bridges, a train station re-habilitation project in  
171 Goldsboro for long range passenger service, eastern NC infrastructure providing access to  
172 Morehead City. A rail bypass in Morehead City and Beaufort has also been considered,  
173 going North of Newport. The New Bern Bypass has also been considered.

174  
175 Mr. Neil Perry inquired if New Bern and other local areas would participate in funding  
176 this study. After further discussion it was determined that they were looking at \$25-  
177 30,000 from the MPO. There are some reserve funds that could be allocated for this.  
178 The total for the study is expected to be \$300,000. It would benefit the MPO area to  
179 prepare a budget amendment allotting funds for this feasibility study in early 2015.

180  
181 Mr. White explained that these individual projects, the New Bern bypass included, all  
182 work together along with any initiatives from the Port Authority to make the Port of  
183 Morehead more attractive. There is an opportunity for a much deeper port.

184  
185 Next steps are to finalize the plan, determine costs, make revisions and submit a draft for  
186 public comment for finalization in June 2015.

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189 **10. Updates:**

190 **a. Transportation Planning Branch Update: *Behshad Norowzi, NCDOT TPB***

191  
192 Mr. Norowzi announced that Ms. Nimbole is no longer with the Transportation  
193 Planning Branch. The position has not been posted yet but the request  
194 documentation has been submitted. He hopes to have someone in the position by  
195 mid-January. Work will continue on the transportation model in Priya's absence.  
196 Mr. Norowzi announced they have a new Branch Manager. His background stems  
197 from Division 8. He started about a month ago. With the Branch Manager  
198 position filled it is his hope that things will progress at a more rapid rate.

199  
200 Ms. Chapman questioned if the new Branch Manager would be meeting with all  
201 MPO and RPO's. Mr. Norowzi relayed it was his understanding that he would  
202 visit each.

203  
204 **b. CARTS Update: *Rosann Christian, Transit Director***

205  
206 Ms. Christian reported that all pieces for the grant process; technical, financial  
207 and legal, civil rights and additional documents have been completed and  
208 submitted. The grant request is under review and a decision is anticipated by  
209 December 5<sup>th</sup>. At this point CARTS has concurrence with their Civil Rights  
210 Program. At this point the response she has received has been very positive.

211  
212 Ms. Christian visited the Transit System in Carteret County and viewed some new  
213 technology they have recently introduced. In observing, a few things became  
214 clear in why CARTS may be under-utilized. Within the current CARTS System,  
215 it is not convenient to be on a two-day waiting period for service. The current  
216 system is fairly efficient as far as meeting riders' demand/response times  
217 (currently sitting at 85-86%, and are at 100% as far as the loop run) but to  
218 improve the number of people put in each vehicle in the hours' time, it would be  
219 better to schedule it, where most processes are still done manually. The new  
220 technology they are considering would make a large impact on efficiency.  
221 Offering same day service would be possible with the new technology and would  
222 increase revenues.

223  
224 Last week, November 5<sup>th</sup>, an RFP was put out on the Transit Development Plan.

225 All are due by December 1<sup>st</sup>. The intention is to make presentations to the TAC,  
226 TCC, and Board of Commissioners by the latter part of May, prior to going Urban  
227 on July 1<sup>st</sup>.  
228

229 **c. New Bern Area MPO Update: Maurizia Chapman, AICP, NBAMPO**  
230 *Administrator*  
231

232 Ms. Chapman reported on the following:  
233

- 234 • Staff traveled to Raleigh to attend Title VI training, which is why there was an  
235 agenda change. Demographic forms were provided to Committee members to  
236 fill out and return. It is not a requirement, but if they don't MPO staff will  
237 attempt to fill one out for each member. Training will be provided to both the  
238 TAC and TCC boards in January. Once the process is established, we will  
239 have an annual audit to ensure compliance. Ms. Maxey has been designated  
240 as the Title VI Coordinator and will be contacting members of each MPO  
241 jurisdictions with 50 employees or more to get ADA transitional plans, to  
242 ensure these are up to date and establish contacts for each Title VI  
243 representative for the jurisdictions.  
244
- 245 • Website went live on October 1. Information is updated regularly on events,  
246 Public notices, Plan updates, etc. Documents and resources including agendas  
247 and minutes will be updated regularly. There is also a calendar of events on  
248 the website as well. Ms. Chapman encourages members to visit the site. Mr.  
249 Norowzi requested the MPO map be included on the website.  
250
- 251 • Staff attended an MPO public information workshop at the Senior Center.  
252 Surveys were provided and response was good from participants. CARTS  
253 information was handed out as well.  
254
- 255 • Staff attended the AMPO conference in Atlanta. The NBAMPO was invited  
256 as a new MPO and received a discounted rate. It was a very successful  
257 informational gathering conference. A brochure was provided with  
258 information from AMPO on MPO's.  
259
- 260 • Ms. Chapman attended the NCAMPO meeting in Winston Salem. The  
261 NCAMPO conference will be April 29-May 1, 2015. It will be held in  
262 Raleigh at the downtown convention center. The budget will be reviewed to  
263 determine the possibility of board members attending as was done this year.  
264 At Mr. Flanagan's request Ms. Chapman share the future cities that will hold  
265 the NCAMPO conference. In 2016 it will be held in Charlotte and in 2017  
266 Ms. Chapman volunteered to hold the conference in New Bern. This will be a  
267 joint effort between the NBAMPO and DERPO. A consultant will be utilized  
268 to work out non-session details so the NCAMPO committee and the host can  
269 focus on the sessions.

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- Staff will hold a public walk-in meeting at the Library, Tuesday the 18<sup>th</sup> from 3:00 – 7:00 pm. The next advertisement will run in Sunday’s Sun Journal. Requested PSA’s from local media as well. Board participation was encouraged. The meeting is being held for the 2040 Plan Vision and Goals. Information will be available and survey interaction is anticipated.
- The NBAMPO will engage a consultant, Mr. Craig Gresham, to help with the development of the 2040 population and economic projections to complete the Highway Model. Funding will come from funds earmarked by the TAC in the PWP for Special Studies. A sub-committee will meet twice between January and March to work with the consultant. MPO staff will contact prospective members in early December and will work on setting up the meeting dates.

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**11. Discussion:** Mr. Jeff Cabaniss provided an update on Bike/Pedestrian projects; the Phase 2 Safe Route to School project from Elizabeth Avenue to Racetrack Road is currently underway and expected to be completed by Christmas. Construction will begin in the summer of 2015 on a sidewalk on the west side of Neuse Blvd. from the hospital up to Glenburnie, and a multi-use path on the North side of Glenburnie down to Elizabeth Avenue.

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Mr. Ruggieri advised the Development Services and MPO offices will be moving in December to 303 First Street, the old Utilities Office.

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**12. Adjourn**

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There being no further business, the meeting was adjourned at 3:06 PM.

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Jeff Ruggieri, Chairman

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Maurizia Chapman, MPO Administrator