

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

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4   **May 11, 2017**

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6   The New Bern Area Metropolitan Planning Organization held their regularly scheduled meeting  
7   on Thursday, May11, 2017 at 1:30 PM in the Development Services Conference Room, 303 First  
8   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. Andrew Shorter – NB Regional Airport  
14   Mr. David Fort – Town of Bridgeton  
15   Mr. Jeff Cabaniss – NCDOT  
16   Ms. Catherine Bryant - NCDOT  
17   Mr. Steve Hamilton – NCDOT  
18   Mr. Haywood Daughtry – NCDOT  
19   Ms. Kelly Walker – CARTS  
20   Mr. Bill Marley – FHWA

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22 **Members Excused:**                   Mr. John Rouse – NCDOT  
23   Mr. Delane Jackson – River Bend  
24   Ms. Nan Holton – Trent Woods  
25   Mr. Behshad Norowzi – NCDOT  
26   Mr. Patrick Flanagan – Down East RPO

27  
28 **Members Absent:**                   Mr. Kevin Roberts – NB Chamber of Commerce

29  
30 **Guests Present:**

31  
32 **Staff Present:**                       Ms. Maurizia Chapman – New Bern Area MPO

- 33  
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35       **1. Call to Order:** Chair Ruggieri called the meeting to order.  
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37       **2. Roll Call:** Roll Call was taken and a quorum was declared.  
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39       **3. Approval of today’s agenda:** The agenda was approved as presented.  
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41       **4. Approval of the minutes of the March 9, 2017 meeting:** Reading of the minutes was  
42       waived. Chair Ruggieri noted one change to line 146; duplicated verbiage to be removed.  
43  
44       **Motion: Mr. David Fort made a motion to approve the minutes with noted**  
45       **amendment. The motion was seconded by Chair Hodges and passed unanimously.**  
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47 **5. NBAMPO’s Addendum to the Destination 2040 Metropolitan Transportation Plan –**  
48 **Transit Asset Management Plan Performance Target and Measures for CARTS:**  
49 *Maurizia Chapman*

50  
51 Ms. Chapman relayed that when the FAST Act was enacted, one of the things the federal  
52 highway and federal transit were looking for was performance based planning and  
53 programming.

54  
55 When the MTP was implemented, we didn’t have these requirements. We noted in the  
56 MTP that when we received them we would comply and make modifications as  
57 necessary. We received the information on TAM as the first set of performance  
58 measures.

59  
60 The state submitted a group plan to the Federal Government by the end of 2016, which  
61 worked with the smaller transit systems including CARTS. Because the state cooperated  
62 with CARTS, and since the MPO does not operate a transit system, nor do we have a  
63 fleet, staff talked with the state and CARTS and agreed to accept and adopt what the state  
64 submitted on behalf of CARTS.

65  
66 The MPO added the rolling stock for CARTS. The urban and rural are currently lumped  
67 together, but as we work through the process these will eventually be separated out.

68  
69 The TAM is an annual requirement for CARTS and the MPO will adopt and accept it  
70 annually.

71  
72 **Motion: Chair Hodges made a motion to approve the Addendum to the MTP –**  
73 **TAM as presented and recommend TAC approval. The motion was seconded by**  
74 **Mr. Fort and passed unanimously.**

75  
76 **6. FY 2018 Meeting Schedule:** *Maurizia Chapman*

77  
78 Ms. Chapman relayed that the July 2017 through May 2018 meeting schedule was  
79 included in member packets. There are no conflicting holidays for the CAC or the TCC.  
80 The TAC will have one meeting in November that would deviate from the regular  
81 schedule due to the Thanksgiving holiday.

82  
83 TCC members agreed the schedule as presented is acceptable.

84  
85 **7. P. 5.0 Projects prioritization ranking and scoring:** *Maurizia Chapman*

86  
87 Ms. Chapman relayed that although we started working on the P5 process in February,  
88 the P4 process has not been fully completed.

89  
90 In June the Board of Transportation will approve the final State Transportation  
91 Improvement Program (STIP). What has been included in the packet is a list of the  
92 highway ‘holding tank’ projects; these are projects that did not score high enough to be  
93 funded.

94

95 The DOT requested we submit preliminary projects. We sent an email to all boards for  
96 input and the responses received were to submit projects as they were. The P5 schedule  
97 has also been included in the packet.  
98

99 The MPO gets a total of 12 projects per mode, so we could add 6 more highway projects.  
100

101 Staff requests members of the TCC participate in the P5 sub-committee that will meet  
102 periodically over the course of the SPOT 5 process.  
103

## 104 8. Updates:

### 105 a. **Transportation Planning Branch Update:** *Catherine Bryant, NCDOT TPB*

- 106 • The data collection and preparation for the base year 2015 Craven County  
107 Comprehensive Transportation Plan Model has been completed.
- 108 • Scheduling will begin to hold the first steering committee meeting with  
109 stakeholders to determine vision and goal planning for the CTP.
- 110 • Catherine will meet with Jeff Cabaniss to look at MTP/MTIP projects  
111 currently available and depending on project start date they will include  
112 these projects in the model.  
113

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

115 Ms. Walker provided the following updates:

- 116 • Transit Development Plan is moving along. Direct mail and rider surveys  
117 as well as stakeholder interviews have been completed. Two public  
118 meetings were also held.
- 119 • June 19<sup>th</sup> deadline is still on target for presentation to the County  
120 Commissioners.
- 121 • AECOM will also present to the NBAMPO boards in July at no additional  
122 charge to CARTS.  
123

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

125 Mr. Jeff Cabaniss provided the following updates:

- 126 • Wheelchair ramp project along First Street is nearing completion.
- 127 • Trent Road project at Red Robin Lane will begin soon. Despite contractor  
128 information to the City of New Bern Public Relations officer, the project  
129 will take longer than 3 weeks.
- 130 • Resurfacing projects for Simmons Street and N. Glenburnie have been  
131 completed.
- 132 • NCDOT hired a consultant to work as a Project Manager, and gave her the  
133 funded roundabout and the First Street project to manage.
- 134 • Some changes within NCDOT include projects being managed by  
135 Division now, additional funds were included in the STIP and the new  
136 Secretary is accelerating projects to decrease the fund surplus.  
137

### 138 d. **New Bern Area MPO Update:** *Maurizia Chapman, MPO Administrator*

- 139 • NCDOT notified staff they will be completing a Title VI compliance review  
140 next month.
- 141 • Ms. Chapman relayed SPOT 5.0 is in process. The offices in Raleigh  
142 reviewed all MPO's local input assignment and review of methodology to

143 determine how projects were scored and how they fared. Members were  
144 handed the summary of the New Bern Area MPO projects based on this  
145 review.  
146 • Ms. Chapman advised the NBAMPO received a letter from the NCDOT  
147 Public Transportation Division in Raleigh, advising with the new performance  
148 based planning we need measures and standards for our processes.  
149 Performance targets must be set for Transit Asset Management (TAM). The  
150 state filed the State of Good Repair for most of the state for most of the  
151 smaller transit systems including CARTS. This is only for the urban area, not  
152 the rural. Kelly Walker provided the information. We will have an  
153 Addendum to the current MTP that states we will meet the specified targets  
154 and measures required by the state. This will require a public meeting. Staff  
155 hopes to bring this in front of the boards in May as the deadline is June 30.

156 **9. Discussion:**

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158 **10. Adjourn**

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

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Jeff Ruggieri, Chairman

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Maurizia Chapman, MPO Administrator