

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

3
4 **January 8, 2015**
5

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

10 **Members Present:**

- 11 Mr. Jeff Ruggieri – Chair (arrived 2:15 p.m.)
- 12 Mr. Gene Hodges – Vice-Chair
- 13 Ms. Loretta Barren - FHWA
- 14 Mr. Don Baumgardner – County of Craven
- 15 Mr. Tom Braaten – NB Regional Airport
- 16 Mr. Jeff Cabaniss – NCDOT
- 17 Ms. Maurizia Chapman – -New Bern Area MPO
- 18 Ms. Roseann Christian – CARTS Director
- 19 Mr. Patrick Flanagan – Down East RPO
- 20 Mr. David Fort – Town of Bridgeton
- 21 Mr. Steve Hamilton – NCDOT
- 22 Mr. Haywood Daughtry - NCDOT
- 23 Mr. Behshad Norowzi – NCDOT
- 24 Mr. Delane Jackson – River Bend
- 25 Mr. Jordan Hughes – City of New Bern

26 **Members Excused:**

- 27 Mr. John Rouse - NCDOT

28 **Members Absent:**

- 29 Mr. Kevin Roberts – NB Chamber of Commerce

30 **Guests Present:**

- 31 Ms. Christy Tillery – NCDOT Title VI Officer
- 32 Mr. Christian Banks – NCDOT Title VI Officer
- 33 Ms. Marlene Connor – Marlene Connor Associates, LLC
- 34 Mr. Jim McLaughlin – Marlene Connor Associates, LLC

35 **Staff Present:**

- 36
- 37 **1. Call to Order:** Vice-Chair Gene Hodges called the meeting to order at 1:40 pm.
- 38
- 39 **2. Roll Call:** Roll Call was taken by Kimberly Maxey and a quorum was declared.
- 40
- 41 **3. Public Comments:** N/A
- 42
- 43 **4. Approval of today’s agenda:** Agenda was approved.
- 44

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

46
47 **Chairman:**

48 **Motion: Mr. Don Baumgardner made a motion that Mr. Jeff Ruggieri continue in**
49 **his current role as TCC Chairman. Motion was seconded by Mr. Jordan Hughes.**
50 **Motion passed unanimously.**

51
52 **Vice-Chairman:**

53 **Motion: Mr. Don Baumgardner made a motion that Mr. Gene Hodges continue in**
54 **his current role as TCC Vice-Chairman. Motion was seconded by Mr. Tom**
55 **Braaten. Motion passed unanimously.**

56
57 **6. Approval of the minutes of the November 13, 2014 meeting:** Reading of the minutes
58 was waived.

59
60 **Motion: Mr. David Fort made a motion to approve the minutes as presented. The**
61 **motion was seconded by Mr. Don Baumgardner and passed unanimously.**

62
63 **7. Title VI Presentation:** *Kimberly Maxey, MPO Planner, Title VI Coordinator*

64
65 Ms. Maxey provided a presentation and handout on Title VI/Nondiscrimination Program as
66 governed by Title VI of the Civil Rights Act of 1964. The presentation covered expectations
67 of the board in their role as TCC of the NBAMPO and the NBAMPO personnel. Title VI
68 ensures no one shall be discriminated against based on age, race, sex, disability or ethnicity.

69
70 **8. FY 2016 Draft Planning Work Program:** *Maurizia Chapman*

71
72 Ms. Chapman relayed the MPO was given the allocation from the Federal Transit
73 Administration but have not received 2016 Federal Highway Administration allocation from
74 the Transportation Planning Branch, but for planning purposes, they suggested we use last
75 year's allocation to work from.

76
77 Last year we were required to approve the designation of the FTA Planning Fund recipients,
78 which they strongly suggested should be given to the lead planning agency, the City of New
79 Bern. This year those funds are being passed through to CARTS so the Transit Development
80 Plan can be developed. At that time, Craven County, CARTS and our vice-chair agreed the
81 local match would be provided to CARTS.

82
83 This year we will not have the pass-through funds, as CARTS is now eligible for Section
84 5307 Urban Transit Funds, which a portion can be used for planning.

85
86 Ms. Chapman relayed that since we have the entire plan to complete by March 2016, the
87 highest amounts of funds were allocated to the planning process. Differences between last
88 year and this year; last year PL funds equaled \$198,000. This year Planning funds, which
89 include PL funds and 5303 funds, equal \$229,500. Ms. Chapman will send local match

90 funds to each participating jurisdiction after receiving information with actual PL funds
91 allocation.

92 Last year the total local match was \$42,100 to leverage \$198,000. This year the local match
93 is \$43,400 to leverage \$229,500. This is a small difference per jurisdiction to reach close to
94 \$30,000 more funds for the year.

95
96 The MPO created a narrative that provides goals and expectations for this year as well as
97 next year. As noted in the narrative, the draft must be submitted to the Public Transportation
98 Division who will then submit to Federal Transit Administration. Achievements include
99 completion of the 2040 MTP and Comprehensive Transportation Plan that will include all of
100 Craven County. This will be created in conjunction with the Down East RPO.

101
102 **Motion: Mr. Don Baumgardner made a motion to approve the draft and recommend**
103 **TAC approval. Mr. David Fort seconded. Motion passed by unanimous vote.**

104
105 **9. FY 2012 – 2018 Metropolitan Transportation Improvement Program (MTIP)**

106 **Modification:** *Maurizia Chapman, MPO Administrator*

107
108 Ms. Chapman relayed during December 2014 the Board of Transportation approved state
109 modifications which our MTIP needs to reflect. No action is needed from this board for
110 the modifications. When the board approved the MTIP and the resolution was created, it
111 stated any changes within a three-year period of same projects will not require action
112 from the MPO.

113
114 Ms. Chapman noted the changes are moving two projects from last fiscal year to this
115 fiscal year. They are viewed as EB-5501 and EB-5502 which are both sidewalk
116 improvement projects. This allows the City more time to work on a few issues they had
117 pertaining to these projects.

118
119 There is one modification that is going before the Board of Transportation today during
120 their meeting. They had a draft last month of the R-1015 project, Havelock Bypass.
121 They are now considering using Garvey Funds to pay for this project, which means they
122 will essentially borrow the money and then repay it through the State. This will free up
123 funds for additional projects and will benefit our division.

124
125 **10. FY 2016-2025 Draft State Transportation Improvement Program (STIP);** *Maurizia*
126 *Chapman, MPO Administrator*

127
128 Ms. Chapman noted members were provided copies of this Program for the New Bern
129 Area and includes all the projects the State is proposing to fund. As standard practice, it
130 also includes all State-wide projects that could affect our area.

131
132 Ms. Chapman provided maps showing the projects included in Division 2. She noted
133 there were no regional projects, but there was one statewide and several division projects,
134 which included bike/ped projects that were selected from the prioritization process we

135 previously went through.

136
137 The Department of Transportation will not have MPO meetings, as were done in the past.
138 If the MPO wants to meet with DOT, we would need to request a meeting no later than
139 February 27th. There will be several regional meetings open to the public. But if we
140 want to meet with them individually, we will need to request such a meeting. Ms.
141 Chapman requested if anyone feels that meeting would be necessary to please contact her
142 for meeting coordination.

143
144 As far as the TIP, we must provide DOT with a timeline, which MPO staff drafted a
145 schedule that was provided to members. There were no objections to the schedule
146 discussed.

147
148 **11. MPO Presentation given to local Boards and Jurisdictions;** *Maurizia Chapman*

149
150 Ms. Chapman reviewed the presentation MPO staff has provided do local boards and
151 jurisdictions regarding what the MPO is, what we do, and the benefits of having an MPO
152 in our area. This presentation is available on the NBAMPO website; www.nbampo.org.

153
154 She discussed the creation of a Citizen Advisory Committee and a list of names we
155 currently have received from interested citizens on sitting on this committee.

156
157 **12. Updates:**

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

159
160 Mr. Norowzi announced he has conducted 4 interviews out of 9 candidates for the
161 MPO Coordinator position for New Bern. Out of the 4 he interviewed, one
162 candidate seemed a good fit and an offer will be extended after all reviews and
163 approvals have been met. He hopes that all offers will be in place by the end of
164 January and the candidate would require a month before starting. The candidate
165 currently resides in Atlanta.

166
167 Mr. Norowzi relayed that the base year of the Transportation model has been
168 completed. He noted there are some criteria that need to be accomplished; before
169 the model can be considered well calibrated. The NBAMPO has hired a
170 consultant to obtain data to assist with the projections, Mr. Craig Gresham out of
171 Raleigh.

172
173
174 **b. Division 2 Update:** *Jeff Cabaniss, NCDOT Division 2 Planning Engineer*

175
176 Mr. Jeff Cabaniss updated the board on current projects:

- 177 - Neuse Boulevard project was completed just before Christmas
- 178 - There are two EB projects that Jordan Hughes is working diligently on:
 - 179 1. The sidewalk on Neuse Blvd that will run from the hospital all the

- 180 way to Glenburnie.
- 181 2. There is a multi-use path that will run up Glenburnie from Neuse
- 182 Blvd. to Elizabeth Avenue. This will tie into a Safe Routes to
- 183 School project that was completed a year ago. The second part of
- 184 this project is underway right now that includes sidewalks from the
- 185 back of the school on Racetrack Road through the adjacent
- 186 neighborhood.
- 187 - Clarks Rest area will be torn down and rebuilt this year. The bidding
 - 188 process will open at the end of January. The project will begin in March
 - 189 with expected completion in early December. Discussion ensued
 - 190 confirming that the building is in such a state of disrepair it made more
 - 191 sense to demolish and start over with a similar, but larger, footprint.
 - 192 Some items, benches for example, will be reused. The Clark's on Hwy
 - 193 17 currently being discussed will close upon completion of the remodel
 - 194 of the Clark's outside of Chocowinity. The rest areas will be completely
 - 195 closed to the public during the construction
 - 196 - There will be some resurfacing at the edge of the MPO, including
 - 197 several routes East of 17 in Bridgeton. Mr. Cabaniss has a map for
 - 198 anyone interested in viewing the specific streets. Contract for these
 - 199 projects is available now with a completed date expected by June 30th.
 - 200 - Also a piece of Highway 55 resurfacing coming in from Lenoir County,
 - 201 covering about 8.5 miles. Barnhill is the contractor for this job.
 - 202 Expected completion in early June.
 - 203

204 Mr. David Fort questioned if NCDOT had heard any complaints regarding recent

205 accidents at the Hardee's intersection in Bridgeton. Mr. Cabaniss replied he has not been

206 informed of any problems. Mr. Fort relayed that there were 5 significant accidents at this

207 intersection within a 2-month span. Mr. Steve Hamilton responded that he had heard

208 something about this, but additional information did not support further review.

209

210

211 **c. CARTS Update:** *Roseann Christian, Transit Director*

212

213 Ms. Christian reported she is well into development of the first 5307 grant. She

214 has additional pieces that will need to be attached, including STIP information

215 that is being presented for approval at the Board of Transportation today. Upon

216 approval she will attach the Endorsement letter. She is working on the PWP

217 pieces that were requested, but expects to move forward on these without issue.

218 There is a \$10,000 project within it that shouldn't hold anything up.

219

220 She is working with Mr. Hodges on how to order vehicles with the Craven Board

221 Authority with 5307 funds. There are vehicles in the grant to assist with the

222 launch of the urban system, which starts July 1.

223

224 The kickoff of the Transit Development Plan begins today, with a meeting

225 immediately following completion of the TCC meeting. The contract for the TDP
226 was awarded to Wendel, with two representatives in attendance today. Ms.
227 Christian encouraged all those interested to attend the meeting today, as all input
228 is valuable to this process.
229
230

231 d. **New Bern Area MPO Update:** *Maurizia Chapman, AICP, NBAMPO*
232 *Administrator, Kimberly Maxey, MPO Planner*
233

- 234 • Ms. Maxey: Graphs were provided to board members with compilation
235 information on all 44 survey results received to date. The surveys include
236 responses received during the Public Involvement meeting held in November
237 at the Library, the visit MPO staff had to the Senior Center, Mumfest, Duffest,
238 the website and other submittals. This information will assist the MPO with
239 vision and goal planning. The trend shows that citizens want improved
240 facilities for bike/ped/greenway paths.
241
- 242 • Ms. Chapman: Following up on the provided survey information noted the
243 next step will be to hold a TCC and TAC workshop to formulate the Vision
244 and Goals using this information. She will set up a Google poll to establish
245 time and place for this meeting, for all members who would like to participate.
246 The interactive participation boards were shown and discussed, based on
247 survey questions 3 & 5.
248
- 249 • The NBAMPO has engaged a consultant to assist with the development of the
250 2040 population and economic projections to complete the Highway Model.
251 The consultant will work with NCDOT since the model calibration has been
252 completed. A steering committee is being created with members consisting of
253 land use planners, economic developers, real estate, and managers. It is
254 expected this committee will meet a maximum of three times. She would like
255 MPO board members to be included in these meetings as well, and additional
256 information will be forthcoming.
257
- 258 • Staff participated in the Eastern NC MPO/RPO coalition. Staff has been
259 nominated as Secretary for the upcoming two years.
260
- 261 • Staff attended an Integration Feedback Workshop with NCDOT to
262 review/comment on proposed CTP/MTP processes that would tie
263 environmental work within the planning process closer with the merger
264 process. NBAMPO may become a test organization for an Indirect
265 Cumulative Analysis at the planning level. Additional information will be
266 provided as we move forward.
267
- 268 • The NBAMPO moved offices at the end of December.

269 **13. Discussion: N/A**

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271 **14. Adjourn**

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

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Jeff Ruggieri, Chairman

Maurizia Chapman, MPO Administrator