

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

3
4 **February 20, 2014**

5
6 The New Bern Area Metropolitan Planning Organization held its regularly scheduled meeting on
7 Thursday, February 20, 2014 at 11:00 AM in the City Hall Courtroom, 2nd floor, 300 Pollock
8 Street.
9

10 **Members Present:** Mr. Steve Tyson – Chairman
11 Mr. John Chittick – Bridgeton
12 Mr. Johnnie Ray Kinsey – Vice Chairman
13 Mr. John Kirkland – River Bend
14 Mr. Chuck Tyson – Trent Woods
15 Mr. Hugh Overholt – NC Board of Transportation
16

17 **Members Excused:**

18
19 **Non-Voting Members:** Ms. Jill Stark – NCDOT – Excused
20 Mr. Terry Jordan – CARTS – Present
21

22
23
24 **Members Absent:**

25
26 **Guests Present:** Mr. Gene Hodges – Craven County
27

28 **Staff Present:** Ms. Kimberly Maxey
29 Mr. Jeff Ruggieri – TCC Chairman
30 Ms. Maurizia Chapman –New Bern MPO Administrator
31 Mr. Beshad Norowzi – NCDOT – Present
32 Ms. Priya Nimbole – NCDOT - Present
33

34 **New Business:**

- 35
36 **1. Call to Order:** Chairman Mr. Steve Tyson called the meeting to order.
37
38 **2. Roll call** was taken and a quorum was declared.
39
40 **3. Action:** Ethics Statement – read by Chair Tyson. No issues from members. Mr.
41 Chittick advised he has tried completing his Ethics training on-line using the links
42 previously provided, but continues to get an error message.
43

44 Ms. Chapman advised the members anyone that received approval prior to December 31,
45 2013 will have to re-apply by April 15th to renew their Ethics training, therefore she will

46 put together an email with links and instructions and provide to members.
47 **4. Action:** Approve January 23, 2014 Minutes. Reading of the minutes was waived.
48

49 **Motion** was made by Mr. Chuck Tyson to accept the minutes as presented. Mr. John
50 Chittick seconded. Minutes were unanimously approved.

51 **5. Introduction:** TPB – Behshad Norowzi – Priya Nimbole
52

53 This item was moved up in the agenda schedule due to time issues with the earlier TCC meeting.
54

55 In the joint presentation, Ms. Nimbole provided a PowerPoint presentation that provided
56 information on what tasks have been completed, what tasks have ongoing discussion and a
57 model schedule was provided.
58

59
60 **6. Introduction:** New TPB MPO Coordinator – Behshad Norowzi
61

62 Mr. Norowzi introduced Ms. Priya Nimbole to the group. Ms. Nimbole has ten years of
63 transportation experience, has been with the transportation planning branch for five years. Ms.
64 Nimbole is an expert in GIS and Trans-Cad. She has been with Mr. Norowzi for two months and
65 they are very pleased to have her.
66

67
68 **7. Action:** FY 2014 Unified Planning Work Program Amendment No. 1 – Maurizia
69 Chapman
70

71 Ms. Chapman discussed this item, advising the Board she sent them a memo last week, which
72 she provided again during the meeting. She noted the traffic volume counts were completed at
73 the State level. While the memo shows differing amounts, Ms. Chapman explained that there
74 has been no increase or decrease in funds, rather a re-alignment of funds to certain areas. She
75 increased funds to Special Studies, Management and Operations as this is an area of
76 concentration for the next six months, and include the day to day operations to jump start the
77 MPO to ensure deadline requirements are met.
78

79 Ms. Chapman advised the TCC members approved this Amendment and recommend TAC
80 approval.
81

82 **Motion** was made by Mr. Hugh Overholt recommending approval. Mr. Chuck Tyson
83 seconded the motion. Approval of the PWP Amendment No. 1 was unanimously
84 approved.
85

86
87 **8. Update:** FY 2015 Draft Unified Planning Work Program – Maurizia Chapman
88

89 Ms. Chapman provided a spreadsheet to members showing fund allocation. The Federal
90 Highway allocation has not changed from last year. Ms. Chapman advised that in looking at

91 needs, she programmed approximately \$2,000 less than last year, but is holding the funds so they
92 can be available if needed.

93
94 Ms. Chapman advised there is a new prospectus and work program among MPO's in North
95 Carolina. The new Prospectus will collapse some of the task codes into larger groupings so
96 funds do not have to be allocated too finitely, and will align better with MAP-21 requirements.
97 While the information provided to the Board today is a draft, it must be submitted the following
98 week. The final PWP, Five-year program and Narrative are due May 1st.

99
100 Ms. Chapman noted that Mr. Terry Jordan and CARTS have allotted money to hire a consultant
101 to develop a Transit Development Plan that will provide additional help on the needs to develop
102 urban transit for the area.

103
104 Mr. Chittick questioned if information will be sent to local municipalities who are creating
105 budget items. Ms. Chapman replied that an official letter will be sent to each jurisdiction with
106 allocated amounts for their budget.

107
108 Ms. Chapman advised the TCC members approved the FY 2015 Draft Unified Planning Work
109 Program and recommend TAC approval.

110
111 **Motion** was made by Mr. Chuck Tyson to approve. Mr. Johnnie Ray Kinsey seconded
112 the motion. Approval of the FY 2015 Draft Unified PWP was unanimously approved.

113
114 **9. Action:** Draft P3.0 Transportation Projects List - Maurizia Chapman

115
116 Ms. Chapman advised she had previously sent a request for submittal of projects. She received
117 an email that one project was missing (43 Connector) and is coordinating with the SPOT office
118 to get the project on the list. She provided a packet of information to the Board members for
119 review.

120
121 Ms. Chapman advised the board that we can submit up to 20 projects for consideration, and
122 currently only have 9. The Havelock Bypass has been included, as a small portion of that falls
123 under our MPO.

124
125 Ms. Chapman has had two Bike/Pedestrian plans submitted; 1) Trent Woods, 2) Canterbury
126 Road. She advised the Canterbury Road project was recommended by the Division Office as a
127 good allocation of remaining Safe Route to School funds. She noted there has been interested
128 generated in Bike/Ped plans for Racetrack Road from Elizabeth Avenue to Neuse Boulevard.
129 Mr. Hughes will provide better descriptions of the Racetrack Road project.

130
131 She has received no proposals for any highway projects. Ms. Chapman requested any additional
132 submittals to be sent to her by the end of the day, as DOT will be closing down the system.

133
134 The TCC discussion included the previously submitted MLK path, Taberna Connector and
135 Timber Foot Bridge. It was agreed to keep these in the project list. The TCC members

136 questioned if the jurisdictions could afford or time commit to these projects. After discussion it
137 was decided to leave all projects in for consideration and scoring until the final deadline in May.
138 At that time the members can reconsider and discuss at the respective jurisdiction Board
139 Meetings.

140
141 Mr. Kinsey questioned the second phase of Elizabeth Avenue, as Phase 1 has been completed
142 and Phase 2 has already been funded. Phase 3 is taken care of and will be completed entirely
143 with Safe Routes to School funds. Ms. Chapman advised Mr. Jordan Hughes will provide
144 additional information to her on the Racetrack Road proposed project.

145
146 Mr. Chuck Tyson discussed his concern with the Trent Woods Bike/Pedestrian project, noting
147 the project already has approval and money allocated to it. Ms. Chapman advised this project is
148 already entered into the project list. Mr. Tyson noted they have already received a quote from an
149 Engineer in the amount of \$22,000. They are submitting to the State for help and plan on
150 completing the project regardless. He questioned if the money will count toward project funds.
151 Mr. Ruggieri advised the money can be submitted. Ms. Chapman followed up saying the funds
152 that will be paid to the Engineer will make the balance zero, so only construction costs will be
153 included, but the 20% match will still need to be met, as anything done prior to project approval
154 will not count towards the local match.

155
156 Ms. Chapman noted a basic timeline to consider would be:
157 NBAMPO – Submit projects, enter by Monday, February 24th
158 NCDOT – Review and allocate points for projects
159 NCDOT – Send project allocation information to the MPO/RPO's
160 NBAMPO – Review and approve local methodology and scoring
161 NBAMPO – Submit final project list by end of July
162 NCDOT – Finalize submitted projects

163
164
165 Ms. Chapman noted there have not been any railroad projects submitted, while the airport has
166 numerous requests to consider.

167
168 **Motion** was made by Mr. Chuck Tyson recommending approval. Mr. Hugh Overholt
169 seconded the motion. Approval of the Draft P3.0 Transportation Projects List
170 unanimously approved.

171
172 **10. Action:** Draft P3.0 Local Project Prioritization Process – Maurizia Chapman

173
174 Ms. Chapman explained the process for project prioritization methodology, of which a list was
175 created from emails and prior meeting minutes. She provided the information to the Board
176 members and requested approval of the draft, in addition to what was submitted last year.

177
178 Upon TAC approval, there will be a 30-day public review process that will begin Monday,
179 February 24th. Upon closing the public review period, the final will be brought before the TAC
180 for approval in April.

181
182 Ms. Chapman advised the DOT requires a minimum of four criteria. We have five criteria now,
183 as she included safety as an additional item, as it appears to be a high priority for our MPO.
184

185 Mr. Kirkland suggested adding railroads under multi-modal as this will be important when
186 Highway 70 is relocated in the Bypass projects.
187

188 **Motion** was made by Mr. Hugh Overholt recommending approval. Mr. John Chittick
189 seconded the motion. Approval of the Draft Local Project Prioritization Process and to
190 begin the 30-day Public Review Process was unanimously approved.
191

192 **11. Update:** NBAMPO – Maurizia Chapman
193

194 Ms. Chapman advised she purchased a domain name for the website and is now searching for a
195 company to create it.
196

197 The NCMPO Association sent out initial details on the May conference. She reiterated to the
198 group that this would be a great conference for them to attend, with Mr. Overholt concurring.
199 She requested members notify her as soon as possible on their plans to attend so she has time to
200 register and make reservations for attendees. She will send out information in the following week
201 on sessions, giving members an opportunity to determine which sessions they would like to
202 attend.
203

204 Ms. Chapman advised the group that the meeting schedule was discussed during the TCC
205 meeting, as their meetings are beginning to run longer than the allotted hour. Options were
206 discussed and it was determined that beginning in March, the TCC will meet beginning 9:00am,
207 and the TAC meetings will remain at 11:00am.
208

209 Mr. Gene Hodges advised he is forwarding the feasibility study on the High 70 to Havelock
210 Bypass and requested staff disburse to the members for review, so as to plan for discussion at the
211 March meeting.
212

213 **12. Public Comment:** N/A
214

215 **13. Adjourn**
216

217 There being no further business, the meeting was adjourned.
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220 _____
Steve Tyson, Chairman

Jeff Ruggieri, Secretary