JOINT MEETING OF THE JACKSONVILLE URBAN AREA TRANSPORTATION ADVISORY COMMITTEE
AND TECHNICAL COORDINATING COMMITTEE

MINUTES
July 30, 2007, 10:30 AM

Chairperson Horace Mann called the Jacksonville Transportation Advisory Committee Meeting to order at 10:31 A.M. on Monday, July 30, 2007, in Meeting Room A of the Jacksonville City Hall.

Introductions were made by everyone present for the meeting.

TAC Members Present:
Horace Mann, Chairperson, City Councilman, City of Jacksonville
Councilman Turner Blount, City of Jacksonville
Louis Sewell, Board Member
Lionel Midgett, County Commissioner, Onslow County

TAC Members Absent:
Joe McLaughlin, Vice-Chairperson, County Commissioner, Onslow County

Support Staff Present:
Chris Lukasina, JUMPO Administrator
Pam Cunningham, Administrative Assistant, City of Jacksonville
Shae Satterwhite, Senior Transportation Planner, The Louis Berger Group
Michelle Peele, The Louis Berger Group
Scott Lane, Planning Director, The Louis Berger Group

Others Present:
Carol Long, Director, OUTS

APPROVAL OF MINUTES

TAC Chairperson Horace Mann presented the minutes of the May 30, 2007 Joint TCC/TAC meeting.

A motion was made by Turner Blount to approve the minutes as presented and seconded by Horace Mann. The motion carried by unanimous vote of the TAC members present.

PRESENTATION

NEW BUSINESS

2009-2015 TIP Unmet Needs List

Chris Lukasina stated that back in May the draft of the Unmet Needs List was presented. The list is our highest priority projects for highway and bicycle and pedestrian projects, for inclusions is our Transportation Improvement Programs, and the state will update that program, which is basically how we fund our projects. There are ten projects on our

highway list and five on our bicycle and pedestrian list. We have released it for our thirty day comment period which concluded at the beginning of this month. We did not receive any public comment. The Unmet Needs List is due to NCDOT August 6, 2007. The release of the draft will be in the fall of 2007 and final adoption will be in June 2008.

Turner Blount asked about the Rails & Trails when it may be completed. Mr. Lukasina stated that he was not certain. Mr. Mann stated that he had heard that they were ahead of schedule for completion.

TAC Chairman Horace Mann asked for a motion to adopt the 2009-2015 Unmet Needs List.

Midgett made a motion to approve the 2009-2015 Unmet Needs List. Turner Blount seconded the motion. The motion was approved unanimously by the Board members present.

Planning Work Program (PWP) Amendment

Chris Lukasina presented the proposed amendment to the current Planning Work Program that adopted in April 23, 2007. What this amendment will do is allow us to provide more support for the Jacksonville Transit System and its startup. This will allow a transfer of funds from our unobligated funds. The proposed budget amendment will match $6,000 in funding provided by the City of Jacksonville and the city will also be providing an additional $24,000 in unmatched funds for transit management and operations for a total of $30,000. If you will notice in your agenda packet on page 34, you will see the task highlights for the Transit Planning. They are to assist the city to create operating, planning and capital budgets. Assist the city in monitoring and executing capital and planning budgets. Prepare the transit portion of UPWP. Do quarterly activity reporting the Federal Transit Administration and NCDOT. And also do preparation for the Triennial Review.

Horace what is the projected date is for the transit system. Mr. Lukasina stated that the issue right now is that there are three buses that are ready to go and two buses that have some damage done during transportation but they are getting them fixed. The city is still negotiating with the company that is currently doing the transit system.

TAC Chairman Horace Mann asked for a motion from the TAC Board members to adopt the amendment to the Planning Work Program.

Lionel Midgett made a motion to adopt the amendment to the Planning Work Program. Turner Blount seconded the motion which carried by unanimous vote of the TAC members present.

Comprehensive Bicycle & Pedestrian Plan RFP

Chris Lukasina stated that back in April we adopted our work program, and we had funding to update our bicycle and pedestrian plan. We actually fused them into one plan and the whole goal here is to identify current needed improvements and potential future opportunities for bicycle and pedestrian transportation in the MPO. What has taken place so far is the TCC reviewed this RFP and recommended that it be approved by the TAC so that we can advertise it for proposals to come in. The TCC also selected a sub-committee to

identity the consultants that would be developing the plan. It is made up of four TCC members. What we are looking for today is the TAC to release the RFP for advertisement. Then what will happen after that is once the TCC has come up with a recommendation for a consultant, we will bring that back to the board for approval and be able to get started. Mr. Mann asked is this plan not only for the city, and the ETJ but extends considerably beyond that. Mr. Lukasina stated that the plan will be over the entire MPO region, which includes the city and county. This plan will have to be adopted by the city and the county. Scott Lane asked if the base has agreed to participate. Mr. Lukasina stated that the base has agreed to participate. We trying to arrange a meeting to work all the details and one of the members of the selection sub-committee is a base representative.

TAC Chairman Horace Mann asked for a motion from the TAC Board members to approve the advertisement of the Comprehensive Bicycle & Pedestrian Plan RFP.

Lewis Sewell made a motion to advertise the Comprehensive Bicycle & Pedestrian Plan RFP. Turner Blount seconded the motion which carried by unanimous vote of the TAC members present.

Chris Lukasina stated that one more thing on this item is that he and Paul Schneider with the City's GIS office will be out later this week and throughout the next few weeks riding our bikes with the GPS to get a ? for all of our sidewalks, greenways, trails and everything for the MPO.

TAC Meeting Calendar

Chris Lukasina presented the calendar for the remaining 2007 year and the calendar year 2008. We are trying to put together a calendar so that everyone is well aware in advance of when the meetings are. We can plan for them and it makes it easier for staff to prepare instead of planning for them at the last minute. This allows us enough time to schedule the PWP and our Unmet Needs List to better prepare for them. So what we are looking for here is meeting here quarterly on the first Tuesday of the month after the first Thursday, with the exception of January 3rd. The meetings will be here at city hall at 10:30 am. Mr. Mann recommended that the calendar be approved. If this is adopted, he recommended that if there was a conflict to notify Chris as soon as possible and other arrangements can be made to reschedule.

TAC Chairman Horace Mann asked for a motion from the TAC Board members to adopt the TAC Meeting Calendar.

Lionel Midgett made a motion to advertise adopt the TAC Meeting Calendar. Turner Blount seconded the motion which carried by unanimous vote of the TAC members present.

DISCUSSION

Report from MPO Administrator

Chris Lukasina wanted to give an update on the Public Participation Plan development. It was previously called the Public Involvement Plan and make it comply with the Federal

Transportation legislation requirements and regulations. To begin development during the fourth quarter of our fiscal year, we formed a TCC sub-committee and we had our first focus group meeting which had members of our sub-committee as well as a member of the public. We had a brain-storming workshop to come up with better ways to get out there to reach the public with what we are doing. Some of the things that came up were getting information to the churches to let people know that an Unmet Needs List is being developed or a public meeting is coming up about a project that is going to be happening in the region. Also we talked about using some of the city's resources such as G-10, and the city's website, doing legal advertisements, using the MPO website. When we have another focus group meeting, we hope to have a more ? agency based and try to get someone from ? Engineers, NCDENR, Division of Water Quality and those organizations in addition to reaching the public, we are also reaching the folks we need to work with for all the backing. We do have the URL reserved for our web address. We have gotten all but one proposal for the website development in but there is one proposal that we are expecting and if it does not come in by Friday, then we will go with the ones we have and look at those.

Mr. Mann stated that there is no action needed by the committee. This was just information being given.

Report from NCDOT Transportation Planning

Chris Lukasina stated that Tammye Fontenot was not present to give a report but he could report on what she gave at the TCC meeting last week. She is getting ready to look at our Comprehensive Transportation Plan development. She will be taking the Long Range Transportation Plan and converting it to the format of the Comprehensive Transportation Plan.

Report from NCDOT Division 3 Engineer

Patrick Riddle brought everyone attention to the second page of the TIP projects currently going. On Country Club Road the contract completion date is November.

Report from FHWA Field Office

No one present to give report.

Questions, Answers, Closing Comments, and Adjournment

TAC Chairman Horace Mann stated again if there was a conflict with the calendar for the upcoming meetings to let Chris know as soon as possible to make other arrangements. If one person on the committee was absent, then we would probably still have the meeting. If more than one person is absent, then the meeting would be rescheduled. Mr. Mann asked for any further discussion.

A motion was made to adjourn the TAC meeting by Lewis Sewell and seconded by Lionel Midgett at 11:01 AM.