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

MINUTES
April 23, 2007, 10:30 AM

Chairperson Rhonda Parker called the Jacksonville Technical Coordinating Committee Meeting to order at 10:32 A.M. on Monday, April 23, 2007, in Meeting Room A of the Jacksonville City Hall.

Chairperson Joe McLaughlin called the Jacksonville Transportation Advisory Committee Meeting to order at 10:32 A.M. on Monday, April 23, 2007, in Meeting Room A of the Jacksonville City Hall.

TCC Members Present:
Rhonda Parker, Chairperson, Planning Administrator, City of Jacksonville
Frank Clifton, Jr., Vice- Chairperson, Onslow County Manager, Onslow County
Steve Sizemore, Planning Director, Onslow County
Tammye Fontenot, Transportation Planning Branch, NCDOT
Gayle Worley, Urban Area Coordinator, NCDOT, Public Transportation Department

TCC Members Absent:
Kristoff Bauer, City Manager, City of Jacksonville
Grant Sparks, Public Service Director, City of Jacksonville
Allen Pope, P.E., District Engineer, NCDOT
Jim Rechardt, Executive Director, Jacksonville-Onslow Economic Development

Advisory Members Present:
Patrick Riddle, District Engineer, NCDOT (Proxy for NCDOT Div. 3 Engineer)
Bill Marley, Transportation Planner, NC Division Federal Highway Administration

Advisory Members Absent:
Larry Brant, Installation Development Director, I & E Department, MCB Camp Lejeune
Lt. Col F D Hayden, Traffic Management Office

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

TAC Members Absent:
Horace Mann, City Councilman, City of Jacksonville

Support Staff Present:
Chris Lukasina, JUMPO Administrator
Scott Lane, JUMPO Administration
Julie Flesch-Pate, JUMPO Administration
Michelle Peele, JUMPO Administration
Pam Cunningham, Administrative Assistant, City of Jacksonville
Valerie Mocarski, Administrative Assistant, City of Jacksonville

Others Present:
Carol Long, Director, OUTS
Matt Stuart, Planner II, Onslow County
Paul Spring, Deputy Chief of Police, City of Jacksonville
Daniel VanLiere, Transportation/GIS Planner DERPO, Eastern Carolina Council

Scott Lane from the Louis Berger Group gave a brief speech stating that he appreciated the City having them come in to work with the City of Jacksonville. He expressed that Chris Lukasina is very qualified in his position as MPO Administrator. Rhonda Parker introduced Gayle Worley with the Public Transportation Department with the NC Department of Transportation.

ELECTION OF OFFICERS

Chairperson Rhonda Parker stated that this is the first meeting for the calendar year 2007 and we need to elect a TCC Chairperson and Vice Chairperson. One of the things is that we had to change is that we now have a Planning & Development Services Director. The Planning Administrator which is my current position will no longer serve as Chairperson for the TCC so a new Chairperson and Vice Chairperson need to be elected. I will be staff liaison to the board. Are there any nominations for TCC Chairperson?

Frank Clifton nominated Reginald Goodson as the Chairperson for TCC. The nomination was approved unanimously by the TCC members present.

Chairperson Rhonda Parker asked for nominations for the Vice Chairperson.

Frank Clifton nominated Steve Sizemore for Vice Chairperson for TCC. The nomination was approved unanimously by the TCC members present.

Vice Chairman Joe McLaughlin asked for nominations for TAC Chairperson.

Louis Sewell made a motion to retain the current Chairperson and Vice Chairperson. Lionel Midgett seconded the motion. The motion was approved unanimously by the TAC members present.

APPROVAL OF MINUTES

TCC Chairperson Rhonda Parker presented the minutes of the August 8, 2006 TCC meeting.

A motion was made by Frank Clifton to approve the minutes as presented and seconded by Tammye Fontenot. The motion carried by unanimous vote of the TCC members present.

TAC Joe McLaughlin presented the minutes of the August 22, 2006 TAC meeting.

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

PRESENTATION

NEW BUSINESS

FY 07-08 Unified Planning Work Program (UPWP)

Chris Lukasina stated to the board members that he would be asking staff to come up and help him with this presentation on the Unified Planning Work Program. Scott Lane stated that there are a lot of numbers in this work program and we will hit the highlights of where the major signatures are going to go that we are proposing. Scott Lane went over the different things that Chris Lukasina will be doing while on staff with the City of Jacksonville. What we want to accomplish is getting projects done and off the ground. Scott Lane explained that there may be some changes in how Chris Lukasina has presented the agenda for TAC & TCC meetings. He stated that if you should have any questions regarding any changes or any other items to please get with Chris. Robert Vause asked if the City will keep the same consultants. Rhonda Parker stated that is correct. Scott Lane stated that one of the things that is going to be changing with this transition into a new staff for you. One of the things that we can do is that the staff can do an engineering function. We can do an engineering review and improvements. The Louis Berger Group will also be offering support to Chris.

Frank Clifton asked why staff was considering consulting rather than hiring. Rhonda Parker stated that basically we went from a 2 person staff to a 1 person staff. That one person was doing more site plan review and more detail review. Chris Lukasina's position will be doing the long range planning and not so much concentration on site plan review. Frank Clifton asked on the DOT side what can we do to advance the projects planned. Louis Sewell stated that DOT would be preparing a resolution to be signed at the next meeting. Frank Clifton asked about the road going to the airport. Mr. Sewell stated that is going to be in the '09 budget year plan. Robert Vause stated that we are also looking at adding turning lanes from 258 all the way down to the airport. Mr. Sewell also stated that they are also looking at making Highway 53 three lanes and if they go past Southwest Elementary School, they will put some guardrails at the areas that are wetlands.

Chris Lukasina stated that he thought at this point that we need a motion to adopt the PWP for next year.

TCC Vice Chairman Steve Sizemore asked for a motion to adopt the PWP for next year.

Frank Clifton made a motion to approve the PWP for FY 07-08. Gayle Worley seconded the motion. The motion was approved unanimously by the Board members present.

TAC Vice Chairman Joe McLaughlin asked for a motion to adopt the PWP for next year.

Lewis Sewell made a motion to approve the PWP for FY 07-08. Turner Blount seconded the motion. The motion was approved unanimously by the Board members present.

JUMPO Self-Certification

Chris Lukasina presented to the board members information on the Jacksonville Planning Process Certification. He stated that we are responsible for performing the 3-C's which are continuing, cooperative and comprehensive transportation planning process for the Jacksonville Urbanized Area. In order to carry out the transportation planning process in accordance with Federal regulations, we have to ask these questions:

1. Does the area have a valid Transportation Plan?
    - In March 2005, the Jacksonville MPO adopted the 2035 Transportation Plan. The Transportation Plan includes a Financial Plan, which demonstrates how the adopted Transportation Plan can be implemented based on the current availability of funding.
2. Is there a functioning Technical Coordinating Committee and Transportation Advisory Committee?
    - TCC and TAC meetings are conducted quarterly and on an as needed basis. A favorable working relationship exists between the MPO staff, TCC, TAC, City Council and Onslow County Board of Commissioners. The TCC and TAC follow the adopted policy for citizen participation.
3. Is there a current Prospectus?
    - The TAC adopted the updated Prospectus for the Jacksonville Urban Area on September 10, 2002.
4. Is there a current (Unified) Planning Work Program (PWP)?
    - Is the current PWP being accomplished in a timely manner?
    - Is the PWP consistent with the long range planning schedule/Federal update requirements?
        - The MPO currently has an adopted Unified Planning Work Program (UPWP). The adopted PWP is consistent with the MPO's long-range Transportation Plan schedule and complies with Federal requirements. Programmed tasks are accomplished within a timely manner.
5. Is there a current Metropolitan Transportation Improvement Program that has been approved by the TAC and by the Secretary of Transportation?
    - The Board of Transportation has approved the STIP in March 2007 which included the MTIP for the Jacksonville Urban Area. The MPO will be adopting the 2007-2013 Jacksonville Metropolitan Transportation Improvement Program (MTIP) in May, 2007.
6. Does the area have a valid plan implementation process?
    - Right-of-way (ROW) protection?
    - Prioritize needs?
    - Plan review?
    - Staff?
        - The City of Jacksonville preserves future rights-of-way through officially adopted zoning and subdivision ordinances. City staff ensures that all development proposals are setback from the future rights-of-way in accordance with the Transportation Plan and the City of Jacksonville Zoning Ordinance. The MPO annually prioritizes the transportation list of unmet needs for the Jacksonville Urbanized Area, which includes bicycle and pedestrian improvements and highway needs.

TCC Vice Chairman Steve Sizemore asked for a motion from the TCC Board members to approve to certify that the Transportation Planning Process is being conducted in accordance with Federal regulations.

Frank Clifton made a motion to approve to certify. Rhonda Parker seconded the motion which carried by unanimous vote of the TCC members present.

TAC Vice Chairman Joe McLaughlin asked for a motion from the TAC Board members to approve to certify that the Transportation Planning Process is being conducted in accordance with Federal regulations.

Lewis Sewell made a motion to approve to certify. Lionel Midgett seconded the motion which carried by unanimous vote of the TAC members present.

2007-2013 Metro Transportation Improvement Program Draft

Chris Lukasina gave a little history on this program. In March, 2007 the North Carolina Board of Transportation adopted the 2007-2013 State Transportation Improvement Program (STIP). What we need to do is adopt the Metropolitan Transportation Improvement Program (MTIP) so that the two are in sync with one another. Staff has looked into the projects that affect the MPO area and they are in sync with one another. There is one project between the draft 2007-2013 and this final that has changed. That is EB-4705. This project has been pushed back to 2008. The City has to provide a right-of-way.

TCC Vice Chairman Steve Sizemore asked for a motion for the consideration on the MTIP with the Statewide section of the STIP for public comment.

Frank Clifton made a motion to approve the consideration on the MTIP with the Statewide section of the STIP for public comment. Rhonda Parker seconded the motion which was carried unanimously by the Board members present.

TAC Vice Chairman Joe McLaughlin asked for further discussion.

There was some discussion among the TAC & TCC members regarding some of the projects that are coming up.

TAC Vice Chairman Joe McLaughlin asked for a motion for the consideration on the MTIP with the Statewide section of the STIP for public comment.

Turner Blount made a motion to approve the consideration on the MTIP with the Statewide section of the STIP for public comment. Lionel Midgett seconded the motion which was carried unanimously by the Board members present.

DISCUSSION

Report from MPO Administrator

The next item on the agenda is some information I want to give you. In 2009-2015 TIP is going to be developed in the next 12 months or so. I talked to Ray McIntyre in Raleigh and

he stated that a draft will be ready in the fall with an adoption in June or July next year. So, we will need to get our unmet needs list together in May or June. The deadline is to give this list to NCDOT is the end of July but that may change as some of those deadlines move around and I will keep you updated. Chris Lukasina also stated that in the fall we will be looking at the bylaws and MOU updates.

Report from NCDOT Transportation Planning

Tammye Fontenot did not have any reports to give.

Report from NCDOT Division 3 Engineer

Patrick Riddle gave the status on several projects going on in the area.

Questions, Answers, Closing Comments, and Adjournment

A motion was made to adjourn the TCC meeting by Steve Sizemore and seconded by Frank Clifton at 11:40 AM.

A motion was made to adjourn the TAC meeting by Lionel Midgett and seconded by Louis Sewell at 11:40 AM.