



**Kerr-Tar RPO TAC/TCC Meeting**

**Kerr-Tar COG Offices Henderson**

Date: Thursday, March 22, 2018

Time: 3:00 PM- 5:00 PM

Location: 1724 Graham Avenue Henderson, NC 27536

**Pursuant to NCGS §138A-15 (e): ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER**

In accordance with the State Government Ethics Act, it is the duty of every TAC member to avoid conflicts of interest. Does any TAC member have any known conflict of interest with respect to matters coming before the TAC today? If so, please identify the conflict and refrain from any participation in the particular matter involved.

**TCC Members Present:**

Ms. Jessica Gladwin, Town of Butner (joined via phone)  
Mr. Leigh Woodall, Person County (joined via phone)  
Mr. Justin Jorgenson, Granville County  
Mr. Michael Kelly, Kerr-Tar COG  
Mr. Carroll Harris, Town of Macon  
Mr. Barry Baker, Granville County and TCC Chair  
Ms. Angela Blount, Vance County  
Mr. David Keilson, NCDOT (joined via phone)  
Ms. Lori Oakley, Person County (joined via phone)  
Mr. Tony King, Town of Louisburg  
Ms. Lauren Johnson, City of Roxboro (joined via phone)  
Mr. Stewart Gilbert (joined via phone)

**TAC Members Present:**

Commissioner Walter Powell, Warren County (joined via phone)  
Councilmember Emma Stewart, Town of Louisburg  
Mayor Walter Gardner, Town of Warrenton (joined via phone)  
Commissioner Jimmy Clayton, Person County and TAC Chair (joined via phone)  
Mr. Michael Felts, Granville County Manager (joined via phone)  
Mr. Tom Lane, Town of Butner  
Commissioner Sidney Dunston, Franklin County and TAC Vice-Chair

**Guests:**

Mr. Mark Eatman, NCDOT-TPD  
Representative Bobbie Richardson (joined via phone)

**Kerr-Tar Staff Present:**

Mr. Alrik Lunsford  
Ms. Stephanie Harmon

**I. Welcome and Call to Order**

Barry Baker, TCC Chair calls the TCC meeting to order. Jimmy Clayton, TAC Chair calls TAC meeting to order.

**II. TCC/TAC Action Item**

TCC Chair Barry Baker recommends the approval of the TAC/TCC minutes from the last meeting held on February 20, 2018. Leigh Woodall seconds the motion for approval. TCC members vote in the affirmative to approve the February 20, 2018 meeting minutes. This item is carried to the TAC. TAC Chair Clayton recommends the minutes from the February 20, 2018 TAC/TCC meeting be approved by the TAC. Councilmember Emma Stewart seconds the motion. The members of the TAC vote in the affirmative.

**III. TAC/TCC Updates**

TCC Chair Baker recognizes the Warren County Comprehensive Transportation Plan as being the next item on the agenda and calls on Stephanie Harmon to present. Stephanie states that the KTRPO submitted a request to the NCDOT to complete a new Comprehensive Transportation Plan (CTP) for Warren County. Stephanie cites the discussion occurring at the end of 2017. Warren County needs to update their land use plan prior to the CTP. Once complete, the KTRPO will begin the CTP process. This request was submitted and received by Jamal Alavi, Director of the Transportation Planning Division of NC DOT on Friday, March 16, 2018. Michael Kelly states the KTRPO will be using the new format required for CTP's, CTP 2.0 as instructed by NCDOT. Mark Eaton states Warren County will be completing their land use plan in April or May, and the new CTP format will be implemented this summer after an initial kickoff meeting.

Stephanie gave a brief background stating that in February, staff verified that the region had a funding amount of \$559,291 allocated in CMAQ funding directed towards CFAT eligible counties and municipalities located in: Franklin, Granville, and Person Counties. This led to KTRPO requesting a call for eligible projects, with Tony King, Planning Administrator with the Town of Louisburg applying. The Town of Louisburg's request is to install sidewalks from South Main Street to the Joyner Park. The Town's application was reviewed by the CMAQ Subcommittee on March 8, 2018, and the Subcommittee voted unanimously to approve the Town's application, with their recommendation to go before the full TAC/TCC. The Subcommittee requested the amount requested be \$559,291 since the Town had originally requested a partial amount of the total funding. TCC Chairman Baker provided Mr. King with an opportunity to speak to the Town's application. Tony King reiterated this proposed project as being a good CMAQ project because the improvements would allow access to 80% of the Town's population in Louisburg who live within a one-mile buffer of the park, **who now get to the park except via pedestrian access accept walking to the streets.** Tony King stated that 50% of those residents live within a minority neighborhood/district. Tony King also stated the bulk of those children accessing the park cannot wait for transportation, so the improvements will be a positive impact. Another positive of this project is the trip generation from a short area of those residential areas to the park on a daily basis and the weekends, creating a significant impact on emissions reduction because of the short travel distances.

**IV. TAC/TCC Action Item- Approval of Town of Louisburg’s CMAQ Application for FFY19**

TCC Chairman Baker recognizes the CMAQ Application as the next update and asks Stephanie to present. TCC Chairman Baker states we have an action item of recommendation from the CMAQ Subcommittee the recommendation to adopt the resolution approving the Town of Louisburg’s Fiscal Year 19 CMAQ Application, asks if there’s any discussion on the item and do I have a motion? Justin Jorgenson states we recommend approval. Lori Oakley from Person County seconds the motion. TCC votes in the affirmative to approve the Subcommittee’s recommendation and carries it to the TAC. TAC Chair Commissioner Clayton asks for a motion on the approval of the application. Mayor Walter Gardner makes a motion. Councilwoman Stewart seconds that motion. TAC affirms approval.

**V. NCDOT Reports**

Chairman Baker recognizes the NCDOT report as the next item on the agenda. Michael recognizes Mark Eatman, KTRPO RPO Coordinator. Mark states he is working towards completing Granville County’s CTP and will be looking to take it to CAMPO for adoption. Once all loose ends are wrapped up on the report, the CTP should be finished. Michael calls on David Keilson, District 5 Division Planning Engineer to provide status updates on KTRPO projects. David responds by giving three project updates. These include: 1) NCDOT expects to have the BB Section Area 1, 6.5 miles open to four lane pattern (Mansion to north of Lane Rd.) within the next two weeks; 2) BA traffic shift from southbound to northbound construction on the northbound by US 1 to Mansion Rd; and 3) On July 1, 2018 expect to have complete the entire BB area of both sections with the exception of assignment grading and final paint markings that fall under lane closures. Mayor Walter Gardner of Warrenton announces Warrenton being awarded NCDOT 2018 Bicycle and Pedestrian grant, being one of nine municipalities and one county across the state and only county in the region. Michael references the March 28, 2018 Press Release from the NCDOT.

**VI. Other Business**

Ethics Reports Disclosure Forms

TCC Chairman Baker recognizes Alrik to make a report on Ethics Disclosures. Alrik informs members of the TAC that their Statements of Economic Interest (SEI) and Real Estate Disclosure (RED) forms are due to the NC State Ethics Commission by April 16, 2018. Michael thanks those members who have completed their forms and submitted them to the RPO for processing. Michael added that completion of the forms is a requirement for serving on the TAC.

**VII. Public Comment**

TCC Chairman Baker sees none and closes this portion of the meeting.

**VIII. Adjourn**

Tom Lane, newly appointed TAC member gives a report on NCDOT project, realigning Lyon Stations Rd.

TCC Chairman Baker asks for a motion by the TCC to adjourn.

Leigh Woodall moves that the TCC adjourn and his motion is seconded. All members of the TCC vote in the affirmative. TAC Chairman Clayton asks for motion to adjourn by the TAC. The motion is made and seconded. All members of the TAC vote in the affirmative. The meeting is adjourned.