

Pasquotank County & Elizabeth City Comprehensive Transportation Plan (CTP)

Steering Committee Meeting Minutes – Meeting 1 (Kick-off)

Pasquotank County Board of Commissioners Board Room

206 E. Main Street, Elizabeth City, NC 27909

9AM to 10AM

Attendees

Rodney Bunch, Pasquotank County

Charles Hall, Elizabeth City State University

Larnetta Brothers (in attendance for Paul Fredette), City of Elizabeth City

Shelley Cox, Pasquotank County

Angela Cole, City of Elizabeth City

Betty Meggs, City of Elizabeth City (City Council)

Gretchen Byrum, NCDOT - Division 1

Ernest Anderson, River City Cycling Club

Herb Mullen, ICPTA

Steve Lambert, Albemarle Commission (Rural Planning Organization)

Mark Eatman, NCDOT – Transportation Planning Branch

I. Welcome

Mark Eatman introduced himself as the NCDOT project engineer for the Pasquotank County CTP study effort. Mr. Eatman asked individuals of the steering committee to introduce themselves and state their affiliate organization, employer, or group.

II. Intro Presentation

Mr. Eatman gave a ten minute presentations explaining what a CTP is, where the CTP fits into the NCDOT project funding process, explained the Strategic Highway Corridors (SHC), and short term study goals.

III. Elizabeth City Travel Demand Model

a. Mr. Eatman explained what a Travel Demand Model (TDM) is, went over the data sources used to create it, and went over some of its benefits as a planning tool. Mr. Eatman also explained to the committee that the TDM will require input from the committee in helping forecast future socioeconomic data (#of houses, #of people, #of jobs, etc.) at upcoming meetings.

b. The committee looked at a map provided by Mr. Eatman displaying the draft roads to be studied. These roads consisted of functionally classified roads (federally recognized) and roads with perceived higher traffic volumes according to Mr. Eatman. Gretchen Byrum suggested that the following roads be removed from further study: Esclip Rd. from NC 344 to Dryridge Rd., and Dryridge Rd. from Esclip Rd. to Nixonton Rd. Shelley Cox and Ms. Byrum also suggested that Turnpike Rd. from the Perquimans County line to US 158 could be removed for further study. No further comment was received and the committee finalized the studied roads.

IV. CTP Vision and Objectives

Mr. Eatman presented a draft vision and objectives statement to the committee. Mr. Eatman explained this statement represents an overall vision for the upcoming study while identifying specific objectives to accomplish. Various members of the committee expressed interest in creating a study objective that ensured the CTP works to develop recommendations that make Pasquotank County and Elizabeth City more bicycle, pedestrian, and transit friendly. No other comments were made and the committee finalized the CTP vision and objectives statement.

V. CTP DRAFT Survey

Mr. Eatman presented to the committee a draft CTP public involvement survey. He explained this survey is important in gauging public opinion at the beginning of the study process and that it was compiled from studies used in other transportation plans. In a committee discussion, members made the following modifications to the draft survey:

- Modify question number 2 so that survey users can rate each mode of transportation from 1 to 5 (least important to most important, respectively).
- Change question 5 so that it references question number 4 above instead of question 8.
- In question 7, for the “Expand Sidewalks” option revise so that it reads “Expand Sidewalks / Crosswalks.”
- In question 8 delete the option for “Paving unpaved roads.”
- Add a question that references why a person takes their primary mode of transportation. Some options are Safety, Convenience, Cost, Distance, and Health Reasons.
- Revise Question 13 and its associated map so that option “6 – Outside of Pasquotank County” is split into two options → 6 - North of Pasquotank County and 7 - South of Pasquotank County.
- Move question 19 from the demographic section of the survey to the general part of the survey. Change vehicle to motor vehicle.

Mr. Eatman said that he would make the groups modifications to the survey and send it out via email prior to the next meeting so it could be finalized.

VI. Establish Recurring Meeting Schedule and Location

Mr. Eatman asked the committee if they wanted to create a recurring meeting schedule and location for the Pasquotank County & Elizabeth City CTP meetings. The committee then discussed possible days and agreed on meeting every 3rd Thursday of each month at 9AM. A location for these meetings would be determined later and emailed out to the group. This location was chosen to be the Pasquotank County Public Safety Building in the Community Room (second floor) at 200 E. Colonial Avenue.

VII. Final Thoughts / Next Meeting

Mr. Eatman asked if there were any further comments or thoughts for discussion. Hearing none the meeting was closed. Given the recurring meeting schedule, the next meeting will occur on Thursday October 20th at 9AM.