

NC Capital Area Metropolitan Planning Organization Meeting Minutes - Draft Executive Board

One City Plaza
421 Fayetteville Street
Suite 203
Raleigh, NC 27601

Wednesday, June 20, 2018

4:00 PM

Conference Room

Revised to reflect item 8.6 attachment to be added.

1. Welcome and Introductions

Present: 14 - Chair Harold Weinbrecht, John Byrne, Virginia Gray, Nancy McFarlane, Vice Chair Sig Hutchinson, Lewis Weatherspoon, Frank Eagles, Liz Johnson, William Allen III, Gordon Springle, Art Wright, Michael Schriver, Vivian Jones, and Neena Nowell

Absent: 16 - Terry Hutchens, Gus Tulloss, Terry Hedlund, Don Bumgarner, John Sullivan, Perry Safran, James Roberson, Ronnie Williams, RS "Butch" Lawter, Valerie Jordan, Dick Sears, Larry Wood, Lance Olive, TJ Cawley, Matt Mulhollem, and Edgar Smoak

2. Adjustments to the Agenda

No adjustments were made to the Agenda.

3. Ethics Statement:

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

The Ethics Statement was read by Commissioner Sig Hutchinson.

4. Public Comments

No members of the public appeared to speak.

5. Minutes

5.1 Meeting Minutes - May 16, 2018

Attachments: [Draft minutes May 16, 2018](#)

[Wake Transit FY 19 Plan Comments CAFT CAMPO hearing](#)

A motion was made by Board Member John Byrne, seconded by Board Member William Allen, III, that this item be approved. The motion carried by a unanimous vote.

6. Consent Agenda

Motion was made by Board Member Vivian Jones and Seconded by Board Member Sig Hutchinson to approve the Consent Agenda. The motion carried unanimously.

6.1 2018 BUILD Grant

Chris Lukasina, MPO Staff

A motion was made by Board Member Vivian Jones, seconded by Vice Chair Sig Hutchinson, that this item be approved. The motion carried by a unanimous vote.

6.2 FY 2018 Wake Transit Work Plan - 4th Quarter Amendment

Adam Howell, TPAC & CAMPO Staff

Attachments: [FY 2018 Q4 Amendment Summary](#)
[TPAC FY18 Q4 Amendment Packet](#)

A motion was made by Board Member Vivian Jones, seconded by Vice Chair Sig Hutchinson, that this consent item be approved. The motion carried by a unanimous vote.

6.3 GoRaleigh Access 2017 Complementary ADA Paratransit Plan Crystal Odum, MPO Staff

Attachments: [2017 GoRaleigh Access Complimentary ADA Plan](#)
[RESOLUTION TO CERTIFY THE GORALEIGH ACCESS
COMPLEMENTARY ADA PARATRANSIT PLAN.docx](#)

A motion was made by Board Member Vivian Jones, seconded by Vice Chair Sig Hutchinson, that this consent item be approved. The motion carried by a unanimous vote.

6.4 FFY 2018 FTA Section 5307, 5340, and 5339 Distribution Crystal Odum, MPO Staff / David Eatman, GoRaleigh

Attachments: [2017 MOU FTA Section 5307, 5340, 5339 Apportionment](#)
[FY 2018 FTA Section 5339 Worksheet.pdf](#)
[FY 2018 FTA Section 5307 Worksheet Raleigh UZA.pdf](#)
[FY 2018 CAMPO FTA Suballocation letter .pdf](#)

A motion was made by Board Member Vivian Jones, seconded by Vice Chair Sig Hutchinson, that this consent item be approved. The motion carried by a unanimous vote.

End of Consent Agenda

7. Public Hearing

7.1

Prioritization (SPOT) 5.0 - Regional Impact Local Input Point Allocation

Alex Rickard / MPO Staff

Attachments: [CAMPO P5 RegionalPts v2](#)

Mr. Rickard shared a presentation on the staff recommendation for Regional Impact Local Input Point Allocations. There are 2,500 Regional Input points to allocate by the MPO. In order to identify the best projects to recommend for points allocation, first staff review the target modal mixes that were approved at a previous meeting. Then we look at technical scores, competitiveness, whether they are reasonably likely to be funded. Finally, we consider coordination with Division and RPO partners for each region.

Mr. Rickard reviewed the of funding eligibility for Region A (Johnston County to the Outer Banks). Roughly \$280 million is currently in competition. 115 projects were submitted; 10 are CAMPO. We think there are 5-6 projects that are reasonably competitive. For Region C, there is now \$1.6 billion (based on population) overall. This leaves about \$476 million available for new projects. There are 209 projects in competition. 97 are CAMPO's.

Mr. Rickard explained that staff previously drafted two different point allocation scenarios based on what might happen with the Durham-Orange (DO) Light Rail Project. This year, there is a new format to the recommended points. A bill was introduced in GA that would make it difficult or impossible for D-O Light Rail to move forward. Staff drafted two scenarios, depending on what could happen to D-O Light Rail. The two scenarios, Plan A and Plan B, were posted on the CAMPO website in May and presented to Technical corrections bill seems to mean that D-O Light Rail is safe so we are now looking at the first column; Plan A. Plan B is no longer being considered.

Question by Commissioner Hutchinson – Points are going toward that sweet spot set of projects that are below what could get funded but above what is unlikely to be funded, even with a lot of points assigned to them, right?

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It doesn't really impact Region A, but does impact Region C. Mr. Rickard then directed the Executive Board to the handout with projects list. Two columns of points:

- 1) Plan A – Durham-Orange (D-O) Light Rail remains in SPOT and is programmed. More points available for regional highway projects.
- 2) Plan B – Legislation moves forward that makes the D-O Light Rail project ineligible for state funding through the SPOT process. In Region C, this would have meant nonhighway funding is available for higher scoring projects; more points assigned to regional transit and rail projects. Staff would have recommending giving most points to the D-O Light Rail project.

Technical corrections bill seems to mean that D-O Light Rail is safe so we are now looking at the first column; Plan A. Plan B is no longer being considered.

Question by Commissioner Hutchinson – Points are going toward that sweet spot set of projects that are below what could get funded but above what is unlikely to be funded, even with a lot of points assigned to them, right?

Mr. Rickard responded that, yes, most folks were going to run out of money before we run out of points because we have expensive, high scoring projects. We ran into this with SPOT 4, 200 points on US 1 used up a lot of money. So we had a lot of projects with points that probably still weren't going to get funded. Once a project gets below a competitive points score of about 45, it is unlikely to be competitive.

Mr. Allen – The technical corrections bill put a cap of \$190 million on D-O Light Rail. That won't impact the way you assign these points, right?

Mr. Rickard responded that, no, we've always had that question as to how much money the D-O Light Rail project could receive out of Region C. The law has two caps on that type of transit project. The first is a 10% cap on the total project cost. The second cap is that a project cannot receive more than 10% of the gross regional funding (so \$160 million is the most D-O Light Rail can receive out of Region C). It looks like the \$30 million difference (those remaining funds requested for Region C) will come from Region D, the portion in Orange County.

We have until July 27 to adopt and enter these points into the SPOT system.

No public comments have been received to this point.
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Chairman Weinbrecht opened the public hearing for SPOT 5 Regional Point allocation. No members of the public made comments.

A motion was made by Mayor Byrne to approve the recommended Regional Impact point assignment (Plan A) and direct staff to maximize coordination with Division Engineers which may result in point adjustments with Chair approval. The motion was seconded by Mr. William Allen, III. The motion passed unanimously.

Mayor McFarlane - Are you assuming that the technical correction is good enough to fix it?

Mayor Weinbrecht Are we confident that that's not going to change again?

Mr. Rickard responded yes, at this point.

Mr. Lukasina stated that the BRT project that CAMPO has submitted will get maximum points from CAMPO either way and we will pursue Division points as well.

Mayor McFarlane: Are we confident that Option B is no longer needed?

Mr. Rickard responded that even if the D-O Light Rail project does not move forward for any reason, the Technical Corrections bill gives them until April 30, 2019 to secure their funding. That is beyond the SPOT 5 process and we will be into a draft STIP at that point. CAMPO is still putting 100 points on the BRT from Morrisville to Clayton project.

A motion was made by Board Member John Byrne, seconded by Board Member William Allen, III, that this item be approved. The motion carried by a unanimous vote.

End of Public Hearings

8. Regular Agenda

8.1

FY2020 Locally Administered Projects Program

Gretchen Vetter, MPO Staff

Attachments: [Memorandum FFY20 Locally Administered Projects Program](#)
[FFY20 LAPP Target Modal Investment Mix 2018](#)

Ms. Vetter stated that the LAPP FY2020 development cycle began in April by convening the LAPP Steering Committee to discuss any selection process changes. Ms. Vetter explained that the FFY 2020 LAPP Program Ms. Vetter stated that the LAPP FY2020 development cycle began in April by convening the LAPP Steering Committee to discuss any selection process changes. Ms. Vetter explained that the FFY 2020 LAPP Program Recommended Target Modal Investment Mix and Proposed Changes will be available for public review and comment from June 20-July 21. The public hearing is scheduled for August 15th, and depending on Executive Board action, the Call for Projects could open on August 15th.

Today we are proposing the following five changes. The first is in response to the number cost overages we have seen in projects lately. Staff recommend imposing two new cost estimate changes. 1) Cost estimates must be within two years of the application year. 2) All projects would have to have a minimum contingency of 25%. Based on CAMPO staff experience and NCDOT's experience, we are also recommending a variable contingency dependent on the project phases included in the application. If the project has not yet been through preliminary engineering, right-of-way acquisition or construction and are requesting all three phases be included, we are recommending a contingency of 45%. If the project is further along and is only for right-of-way and construction, the contingency would be 30%. If only coming in for construction, then the recommended contingency would go down to 25%.

The second proposed change is that CAMPO staff will provide a summary of LAPP Selection Committee Recommendations with the Annual Draft LAPP Investment Program materials that are part of the adoption process. The third change relates to the threshold for administrative approvals of project modification requests. Staff proposes administrative approval of cost-increases up to \$1 million. CAMPO staff will also include a summary of all of the administratively approved overages in the annual LAPP reporting. The fourth issue related to the policy on allowing LAPP applicants to use bond referendum funding as the local match for LAPP projects. CAMPO sent a survey to TCC members requesting feedback and, following a LAPP Selection Committee discussion, decided not to recommend any change.

The fifth and final proposed change is for transit projects that are also applying for Wake Transit funding. The applicant agencies will have to disclose whether they intend to use the Wake Transit Funding as a match for their LAPP project submittal.

The anticipated programming amount for the FY2020 LAPP Program is \$25 million. The proposed FFY 2020 Target Modal Investment Mix keeps bike/ped funding the same but recommends a 4% increase in roadway funding and a 4% decrease in transit funding. As a reminder, this mix is determined annually and the final modal investment mix does not have to match the target. The final investment mix must be adopted by the CAMPO Executive Board.

Received as information.

8.2**LAPP Available Funding Report**

Gretchen Vetter, MPO Staff

Ms. Vetter explained that this report is now provided quarterly. The LAPP Program includes a tracking system of project specific funding obligation, as well as total available MPO funds, including CMAQ funds sub-allocated by the state. This allows staff to anticipate the amount of available MPO funding at risk due to project schedule changes that extend beyond the awarded LAPP funding year. She explained that 9% of FY2018 LAPP funds have been obligated so far (October 2017 – June 2018). The FAST ACT includes a built-in rescission of July 1, 2020 and it will effect funding through FFY 2019 and earlier. CAMPO staff is working on a strategy and will present it in August.

Mr. Lukasina made the point that a similar rescission happened in 2009. This time we know it's coming so we are working with the state and Executive Board jurisdictions to get all of our funds obligated. It is possible to help the state obligate additional funds, as well.

Mayor Weinbrecht: Can you send the Mayors information about what is unallocated in their jurisdictions?

Ms. Vetter agreed that she would do that. Other members of the Executive Board agreed this would be helpful.

Commissioner Hutchinson: When the federal rescission comes down, if we've allocated most of our money, does that mean there is a chance we could pick up some more money from the state, from other divisions?

Mr. Lukasina: Yes, that's what we are talking to NCDOT about.

Commissioner Hutchinson: Have we already programmed more projects than what is available?

Mr. Lukasina: Yes, that will help with this rescission to make sure we can take down more money with the projects that were already programmed – over by about 20%.

Commissioner Hutchinson: Should we add even more projects to the list to make sure there is the capacity to access some of the state funding in addition to what we have currently adopted?

Mr. Lukasina: We would need to talk to NCDOT about that to make sure they are comfortable with us doing that. And we should look at what we didn't program first and go talk to that community to see if they are in a position to utilize the money on the project submitted. We will generate some individual reports for Executive Board members about what has not been obligated so far, and work to find out from NCDOT what their thoughts are on additional over programming.

Received as information.

8.3

FY 2019 Recommended Wake Transit Work Plan

Adam Howell, TPAC & CAMPO Staff

Attachments: [FY 2019 Recommended Wake Transit Work Plan Summary](#)
[FY2019 Recommended Wake Transit Work Plan-FINAL](#)
[Wake Transit FY 19 Plan Comments CAFT- CAMPO](#)
[FY 19 Agreement Structures Packet](#)
[FY19 Work Plan FAQs](#)

Mr. Howell shared a presentation and stated that the CAMPO Executive Board held a public hearing for the FY 2019 Recommended Wake Transit Work Plan on May 16, 2018. The public comment period was open from April 16-May 15. No written comments were submitted during the public comment period. One public comment was received during the public hearing by the Capital Area Friends of Transit/WakeUp Wake County on behalf of several community partners. Mr. Howell shared an overview of projects in the recommended work plan.

During the work plan development, there was a public comment period that was advertised broadly. Around 129 comments were received, including nine letters from organizations in the region. A frequently asked questions document has been created. There is also a Wake Transit FY 19 Recommended Work Plan Agreement Structures Packet that includes proposed project groupings and proposed agreements documents for all of the work plan projects.

There was a motion by Mr. Will Allen, seconded by Commissioner Hutchinson to approve and adopt the FY 2019 Wake Transit Work Plan, including the FY 2019 Wake Transit Work Plan Agreement Structures Packet and to authorize the CAMPO Executive Director to execute any agreements that are part of the Work Plan in which CAMPO is a party.

Mayor Jones stated that she thought the packet was impressive. Mr. Byrne said it is good work.

A motion was made by Board Member William Allen, III, seconded by Vice Chair Sig Hutchinson, that this item be approved. The motion carried by a unanimous vote.

8.4 Wake Transit - Major Investment Study: Bus Rapid Transit Implementation (Evaluation Framework & System Performance Standards)

Adam Howell, TPAC & CAMPO Staff

Attachments: [BRT Evaluation Framework and Design-Performance Measures Summary](#)
[BRT Evaluation Framework](#)
[BRT Design Standards and Performance Measures FINAL TPAC Approved](#)

Mr. Patrick McDonough, Project Manager for the Major Investment Study, made a presentation about Bus Rapid Transit Implementation's Evaluation Framework. He explained that the purpose is to understand performance of BRT alignments and configurations, to meet community goals. This framework development was informed by Public Input in 2017 & FTA Standards for BRT. Phase one was looking at the major BRT segments for strengths and weaknesses to see which segments to combine into corridors. The next phase will be to combine the segments into corridors that could become potential projects and analyze corridor performance. The eight evaluation categories are: speed and reliability; supporting bus network connections; connectivity; equity; ridership and cost effectiveness; transit supported land use; sustainability; and constructability.

The next part of the Major Investment Study Bus Rapid Transit Implementation includes System Performance Standards to prepare for high-quality transit. These standards include infrastructure design standards, service design standards, and a discussion of why each standard is significant.

There was a motion by Mayor McFarlane, seconded by Mr. Will Allen to approve the Bus Rapid Transit Evaluation Framework and System Performance Standards Memo. The motion passed unanimously.

8.5 Wake Transit Plan - Bus Plan: Service Guidelines and Performance Measures

Adam Howell, TPAC & CAMPO Staff

Attachments: [Bus Plan - Service Guidelines and Performance Measures Summary](#)

[Wake Transit Bus Plan - Service Standards & Performance Measures](#)

Mr. Howell shared a presentation about the Wake Transit Bus Plan Service Guidelines and Performance Measures. He stated that the creation of service guidelines, standards and performance measures as part of the Bus Plan will apply to the implementation of bus services funded through Wake Transit. It does not apply to the bus rapid transit, commuter rail and community funding area projects.

Guidelines and measures are defined to ensure that efficient transit services are provided in Wake County and in the future. Service standards include service coverage/availability, span of service, service frequency, passenger loads, and bus stop spacing and amenities. Performance measures and targets include passengers boarding per revenue hour, operating cost per passenger boarding, farebox recovery, and on-time performance.

The proposed evaluation process has several stages to it. Firstly, new services have a growth period of 18 months during which ridership is growing. It is recognized that ridership growth tends to take some time to mature and develop as the public learns about the service and adjusts their lives around it. Secondly, service providers will evaluate the services prior to the annual Wake Transit work plan process. This evaluation would be incorporated into the on-going service evaluation process implemented at each agency to make service changes to improve performance.

Finally, we are recommending that all the services be evaluated as part of the update to the Wake Transit Bus Plan, which is anticipated to be every 4 years. The current Bus Implementation Plan will provide a lot of detail for the next 3-5 years, but less detail in future years. When the process for the next update to the Wake Transit Bus Plan occurs, we are recommending that a comprehensive discussion will occur to discuss whether a route is meeting its intended purpose. Finally, tracking customer satisfaction is an important step to performance monitoring. We would like to administer a joint survey across all agencies to be able to compare among the different providers. This survey is being managed through another Wake Transit task and we are coordinating the discussion from that effort and others into this document.

The guidelines ensure efficient, consistent, quality service but do not address customer service issues like fare structure and ease of payment. A Fare Analysis Work Group will be established to address issues such as: complicated fare structure, ease and speed of boarding, increased purchasing options, and, streamlined experience for customers when transferring between agencies.

A motion was made by Board Member William Allen, III, seconded by Board Member Nancy McFarlane, that this item be approved. The motion carried by a unanimous vote.

8.6 Triangle Regional Freight Plan
Kenneth Withrow, MPO Staff

Attachments: [Triangle Region Freight Plan - Executive Summary - Final.pdf](#)

Mr. Withrow provided a quick synopsis of the Triangle Regional Freight plan that was conducted in cooperation with the Durham-Chapel Hill-Carrboro MPO and NCDOT. The final report is now posted on the CAMPO website at http://files.www.campo-nc.us/Triangle_Region_Freight_Plan_-_Final.pdf. The report will be available for public comment from June 20-August 13. A public hearing is scheduled for August 15.

A motion was made by Commissioner Michael Schriver and seconded by Board Member John Byrne to release the Triangle Regional Freight Plan for public comment and schedule the public hearing for August 15. The motion was approved unanimously.

10. Informational Item: Budget

10.1 Member Shares - FY 2018
Lisa Blackburn, MPO Staff

Attachments: [FY 2018 PROJECTED Member Dues QTR 3](#)

Information regarding Member Shares was included in the packet.

Received as information.

10.2 Operating Budget - FY 2018
Lisa Blackburn, MPO Staff

Attachments: [FY 2018 PROJECTED Budget QTR 3](#)

Information regarding the FY 2018 Operating Budget was included in the agenda packet.

Received as information.

11. Informational Item: Project Updates

11.1 Project Updates

Attachments: [Project Updates](#)

Information regarding ongoing projects was included in the agenda packet.

Received as information.

12. Informational Item: Staff Reports

MPO Executive Director - Mr. Lukasina had four announcements. First, Bret Martin will be rejoining the CAMPO staff on July 2nd. Second, remember to consider cancelling the July meeting. Third, all Executive Board members should have received a copy of the document titled, Transportation Policy Priorities in the Triangle Region. These are talking points for your staff and you. Finally, we are working on updates to the Executive Board conference room. In August we will have new chairs, and the audio-video improvements by the September meeting, including televisions on the back wall.

Mr. Byrne stated that he appreciates the Executive and Deputy Director putting the chairs together to save money.

TCC Chair – No report.

NCDOT Transportation Planning Division – Not present.

NCDOT Division 4 – Division 4 had a public meeting on June 12 for regional point allocations in the SPOT process. The period is open until July 9 for any public comments.

NCDOT Division 5 – Mr. Joey Hopkins had five announcements. First, Division 5 had their SPOT public meeting on June 19 at the Division Office. It had 15 attendees. Statewide, the public comment period ends July 9. There is a tool on the project website that shows both regional and division tier projects. On the website, you can label projects as important or not and include comments. Make sure to click on the “Submit” button. Second, tomorrow, June 21, from 4-7pm at the Summit Church on Lufkin Road in Apex is the US1/US 64 project. We have not heard much yet, but anticipate having a good turnout. Third, in early June the Environmental Document was signed for Complete 540. Moving forward with opening for first bids in November. From 401 near Wake Technical Community College over to I-40. The other two projects would follow early next year – all the way from the Holly Spring bypass over to NC540 with the intent to open it all at the same time. Fourth, the environmental document for the I-440 project was signed in late May. The bid opening was delayed from August to September based on industry concerns. There are a lot of large projects going to bid right now so we pushed it back a month. Finally, NCDOT opened bids on June 19 on the I-40 widening project from the Beltline to east of NC42 in Johnston County. The project also includes rebuilding the NC 42 interchange. The contract is Design-Build and is likely to be awarded to the STWooten Team. They are hoping to see work before the end of the year.

NCDOT Division 6 – We held our SPOT public input meeting on Monday, June 18. The public comment period runs through July 9. Also, for CAMPO staff, we may need to get together to discuss Region C funding.

NCDOT Rail Division – not present

NC Turnpike Authority – not present

Executive Board Members -

A motion to cancel the July meeting of the Executive Board was made by Mayor Eagles and seconded by Commissioner Hutchinson. The motion carried by a unanimous vote. The next meeting will be on August 15.

Received as information

13. Adjournment