

**NC Capital Area Metropolitan
Planning Organization
Meeting Minutes - Final
Executive Board**

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

Wednesday, January 18, 2017

4:00 PM

Conference Room

Minutes were approved on February 18, 2017

Wake Transit Implementation Overview Workshop

Bret Martin, MPO Staff

Requested Action: Receive as information

Attachments: [Wake Transit Implementation Workshop](#)

1. Welcome and Introductions

Present: 24 - Chair Dick Sears, Vice Chair Harold Weinbrecht, Michael Grannis, Virginia Gray, Ronnie Williams, Ronnie Williams, RS "Butch" Lawter, Russ Stephenson, Russ Stephenson, Russ Stephenson, William Allen III, Frank Eagles, Sig Hutchinson, Vivian Jones, Tom Jackson, Terry Hedlund, John Hodges-Copple, Lewis Weatherspoon, Gordon Springle, Don Bumgarner, John Byrne, Jimmy Eatmon, Art Wright, and Nancy McFarlane

Absent: 6 - Terry Hutchens, Jeff Sheehan, Jeff Sheehan, Gus Tulloss, James Roberson, and Perry Safran

2. Adjustments to the Agenda

No adjustments were made to the Agenda

This was approved.

3. Ethics Statement:

Vice Chair Harold Weinbrecht read the standard ethics statement, and noted that no members expressed a conflict of interest for this meeting.

4. Public Comments

No public comments were made

5. Minutes

5.1 Executive Board minutes: November 16, 2016 meeting

Requested Action: Approve the November 16, 2016 meeting minutes.

Attachments: [Executive Board Minutes for November 16, 2016](#)

Minutes from the November 16, 2016 Executive Board meeting.

A motion was made by Board Member Lance Olive and second by Board Member William Allen, III that this item be approved. The motion carried by a unanimous vote.

6. Regular Agenda**6.1 Executive Board Bylaws Amendments & Updates**

Shelby Powell, MPO Staff

Requested Action: Consider adoption of Executive Board Bylaws Amendments.

Attachments: [Executive Board Bylaws Amendments](#)

A motion was made by Board Member Frank Eagles, seconded by Board Member Michael Grannis, that this item be approved as amended. The motion carried with one nay by Vivian Jones.

6.2 Executive Board Elections: Chair and Vice Chair

Requested Action: Conduct elections for Chair and Vice Chair for 2017.

Chris Lukasina, Executive Director opened the floor for nominations for Chair and Vice Chair of the Executive Board for 2017.

Motion was made by Board Member John Byrne and second by Board Member Michael Grannis to nominate Dick Sears as Chair and Harold Weinbrecht as Vice Chair.

6.3 FY 2016-2025 Transportation Improvement Program - Amendment #5

Danna Widmar, MPO Staff

Requested Action: Receive as information.

Attachments: [TIP Amendment #5](#)

Ms. Widmar explained the format of TIP Amendment #5, which is similar to prior amendments, including projects as currently programmed on Page 1 and the amendment outlined on Page 2, with the same format on Pages 3 and 4. In TIP Amendment #5, all projects were initiated by NCDOT, except the last three, which are the recommended FFY18 LAPP projects that have stand-alone TIP numbers. Ms. Widmar indicated that the Morrisville project has been assigned TIP #U-5618 and the spreadsheet will be updated to include the new number. Ms. Widmar also indicated that the public comment period will be open from January 16th through February 15th and that the public hearing is anticipated to be scheduled on February 15th at the regular Executive Board meeting. Ms. Widmar accepted questions and no comments were received.

Received as information.

6.4 Locally Administered Projects Program FFY18 Investment Program

Danna Widmar, MPO Staff

Requested Action: Receive as information.

Attachments: [MEMORANDUM Executive Board](#)
[FFY18 LAPP Investment Program](#)
[FFY18 All Submitted Projects Eligible for Consideration](#)

Danna Widmar indicated that FFY18 project submittals were very high quality and well vetted prior to submission. Ms. Widmar covered the cumulative data first and reminded everyone that highway projects are scored against other highway projects; bicycle and pedestrian projects are scored against other bicycle and pedestrian projects; and transit projects are scored against other transit projects.

There were 25 eligible submissions. In FFY18, the total amount of eligible roadway requests equaled \$26M. This is much higher than prior years. For bicycle and pedestrian, the total amount of eligible requests equaled \$14M, which is similar to the last several years. For transit, the total amount of eligible requests equaled \$5M, which is a significant increase over prior years. Competition for funding was great across all modes this year. Of the 10 Roadway applications, 3 have been recommended for funding. Five of the ten bike/ped applications are recommended for funding. Three of the five transit applications are recommended for funding, including one with conditions.

For FFY18, the Executive Board approved a target modal investment mix that was consistent with prior years, but based on a larger recommended programming amount of \$23M. The target mix is 65% roadway (\$14.95M), 20% bicycle and pedestrian (\$4.6M), and 15% transit (\$3.45M). The recommended modal mix is 62% roadway (\$15.9M), 22% bicycle and pedestrian (\$5.7M), and 16% transit (\$4.2M). All modes have larger amounts recommended for funding than was included in the target and Ms. Widmar covered the amounts and sources. The directly attributable sources, STPDA (\$12.4M) and TAP (\$1M), are based on amounts that have been received historically (since 2014) by CAMPO. On the directly attributable funds, CAMPO over-programs up to 20%, or \$2.7M. There has also been a trend since 2014 of receiving an average of nearly \$1.5M back from closed-out or canceled projects. That projection is included in the target amount. Finally, the CMAQ programming sub-allocation from that state amounts to just over \$6M for FFY18. These figures total just over \$23M, which is the amount in the Target Modal Investment Mix. The recommended mix for FFY18 is higher, \$25M, because at the time of the Selection Committee Meetings, CAMPO had already received approximately \$3M in returned funds in FFY17.

Ms. Widmar then discussed the selection process. When reviewing projects, staff seeks clarification from the applicant only when needed to confirm eligibility and clarify the details of the project (project elements, information on the detailed costs, etc.), as necessary. Regarding eligibility, the primary concerns discovered in FFY18 were very isolated. There were no projects with FHWA federal aid or MTP compliance eligibility concerns, therefore staff did not need to route any projects individually to Federal Highways for concurrence. The primary concerns discovered in FFY18 were related to incomplete applications. For clarification, if enough information is submitted on the project, staff will score it based on what is submitted. However staff won't seek out additional information that is entirely missing and required as part of the application. Scores were verified multiple times, reviewed by staff, and provided to the LAPP Selection Committee, which is comprised of Joe Milazzo, Joey Hopkins, John

Hodges-Copple and John Stone. The committee reviewed the eligible FFY 2018 LAPP project submissions and forwarded a recommended list of projects as well as the modified modal investment mix for consideration. This year's review and discussion by the Selection Panel occurred in one three hour meeting in early-December. The Selection Committee philosophy in reviewing the scores is to serve as an external reasonable check, to raise questions and make sure the applicant has covered all bases, and to recommend approaches to implementation to improve the outcomes. This year, the Selection Committee also had a discussion about the Target Modal Investment Mix. They suggested that in light of the new public transportation revenue stream, it's probably time to re-evaluate the LAPP funding priorities, with consideration of the 2045 MTP and the Wake Transit Plan. The Selection Committee also takes into consideration the policy that all projects are expected to score at least 50% of the points awarded to the top-scoring project in each mode. As additional indication of the quality of the projects, only one eligible application scored below the 50% mark this year.

Ms. Widmar then discussed a map of the projects, which are spread throughout the region. For roadway, Judd Parkway was a high scoring project for ROW last year, so it is not surprising to see it is the top scoring roadway project for CON in 2018. The Selection Committee was very complementary of Fuquay-Varina for coming to the table with a high percentage of match. The Selection Committee indicated appreciation for the high quality of all the funded roadway projects. The second roadway project is Morrisville-Carpenter Road. Morrisville has been working on the project outside of LAPP, having made requests in the two prior years for design and ROW, which were not funded. The third roadway project is Reedy Creek Road in Cary. Cary staff worked on a new approach to an existing LAPP project and made a great submittal.

For bike/ped, the highest scoring project is a separated on-road bike facility on Gorman Street. It is the first separated on-road facility funded through LAPP. It's located in Raleigh and the City took a creative approach on Gorman Street to accommodate this two-way separated facility between Hillsborough Street and Ligon Street. The second bike/ped project is Black Creek Greenway, which is part of the East Coast Greenway and a much appreciated new route. Currently, riders are diverted to the on-road location riding up the steep hill on W. Dynasty Drive and the new section of Black Creek Greenway will provide a more direct route. The third bike/ped project is James Street in Apex. Next Mingo Creek Greenway is a nice new connection in Knightdale. And finally, the Selection Committee opted to go down one project and recommend a small project with a big impact. Timber Drive is a busy stretch of roadway with sidewalk gaps that need to be filled in Garner. As a side note, the Selection Committee asked that staff discuss lessons learned with a great project from Apex this year. In particular, they noted the holistic approach taken to achieve a fundable project that benefits a lot of people with a little money. Apex had submitted a variation of this project in the past two years and had come up short of funding. Originally, the project was focused on one connection that was complicated with competing TIP projects. This year, Apex achieved the objective of making important connections between an EJ community near downtown and multiple public facilities by improving different routes and upgrading ADA connections and crossings along the way. Apex also noted the other TIP projects on their plans so we could understand the full context of construction activity in the area. Complements to staff for a great project.

Finally, for transit, we have a GoCary project that has ADA upgrades on 45 stops in Cary. GoRaleigh is recommended to receive funding for a signal priority project on Capital Boulevard. We'll get to see if we can improve on-time performance for that important route. The last funded transit project is the GoRaleigh CNG Fueling Station upgrades. It is a very interesting project, that has some conditions associated with it, including a

presentation of the study on alternative fueling. They've completed one study and are in the process of a second study at the request of their Board. It's an incredibly interesting topic that details the cost and benefit of switching to alternative fueling, in this case CNG, but also likely combined with some electric fleet. We think you'll enjoy learning more. It will be on the agenda in the spring.

In conclusion, public comment will be open from January 16th through February 15th and the public hearing is anticipated to be scheduled on February 15th at the regular Executive Board meeting. Ms. Widmar accepted questions. Will Allen asked if the GoRaleigh Signal Priority project would be a 'pilot' project so that transit agencies can consider signal prioritization on all BRT routes. Ms. Widmar indicated that it could be viewed as a pilot and GoRaleigh is studying the Capital Boulevard location and other locations more closely prior to implementation.

Received as information

6.5

FY 2018 Unified Planning Work Program

Shelby Powell, MPO Staff

Requested Action: Receive as information.

Attachments: [FY18-UPWP](#)

Ms. Powell gave an outline of the Draft FY 2018 UPWP

The MPO adopts a Unified Planning Work Program (UPWP) to outline the work tasks and programs that the MPO will conduct during that fiscal year. The document outlines major initiatives, such as the MTP and LAPP programs, as well as special studies and specific work products that the MPO anticipates completing during the fiscal year.

The FY 2018 UPWP is attached in a draft form. In accordance with the MPO's adopted public involvement plan, this draft has been released for a public review and comment period starting on January 16 and ending on February 15, with a public hearing scheduled on February 15, 2017.

Following Ms. Powell's presentation, it was recommended that a project involving the Town of Franklinton be added to the UPWP. A question was raised by an Executive Board member on methods to engage the public; which was answered using the tools of social media, newspapers, and the CAMPO website. It was suggested that CAMPO also tie into town websites, as well as using Twitter.

This UPWP Item was received as information.

6.6 **MTP Scenario Development Update**
John Hodges-Copple, Triangle J COG

Requested Action: Receive as information.

Attachments: [AIM High Scenario Methodology](#)

Mr. John Hodges -Copple TJCOG addressed the Executive Board by commenting that the MTP scenario Development process is a coordinated effort between CAMPO and DCHC MPO. The 2045 Metropolitan Transportation Plan (MTP) will be a joint plan by the Capital Area MPO and the DCHC MPO as has been the case for the last two plan updates. The Triangle J Council of Government (TJCOG) has been responsible for coordinating the many activities and tasks of the two MPOs and of local government staff, particularly with the CommunityViz land use allocation activities. TJCOG will provide an update on activities related to the alternatives analysis phase. This will include an update on the proposed methodology for developing the "AIM-High" scenario land use and socio-economic data forecast. Support documents are included as attachments.

This MTP Item was received as information.

6.7 **P4.0 (SPOT) Division Needs Programming Results**
Alex Rickard, MPO Staff

Requested Action: Receive as Information

Attachments: [CAMPO P4 Draft Results](#)

NCDOT has released the DRAFT Division Needs projects programmed for the 2018-2027 STIP. The DRAFT Statewide Mobility, Regional Impact, and Division Needs projects have been posted to the CAMPO website.

CAMPO staff will give a brief review of the Division Needs projects selected for programming along with the overall 2018-2027 TIP timeline.

Comments on projects and the DRAFT 2018-2027 STIP or questions related to prioritization should be directed to Alex Rickard.

Received as information.

6.8 FY 2017 Wake Transit Work Plan

Bret Martin, MPO Staff

Requested Action: Consider approval/adoption of the FY 2017 Wake Transit Work Plan**Attachments:** [FY 2017 Wake Transit Work Plan - TPAC Rec \(for TCC\)](#)

At its November 9, 2016, meeting, the Wake County Transit Planning Advisory Committee (TPAC) took action to recommend consideration by the CAMPO Executive Board and GoTriangle Board of Trustees of its first annual Wake Transit Work Plan for FY 2017. Annual Wake Transit Work Plans containing a number of elements that work to authorize and institutionalize Wake County Transit Plan implementation investment decisions, including:

- 1) Annual operating and capital budgets and corresponding ordinances;*
- 2) Annual updates to a 10-year multi-year operating program for future operating expenditures;*
- 3) Annual updates to a 10-year capital improvement plan for future capital expenditures;*
- 4) Annual updates to the transit plan's supporting financial plan and model assumptions; and*
- 5) Capital and operating funding agreements that support and are supported by the annual budgets.*

The TPAC-recommended FY 2017 Wake Transit Work Plan as attached (Attachment A) and contains a cover memo explaining its contents, the purpose of each element, and the approach taken by the TPAC toward proposed implementation investment decisions in these early years of Wake Transit Plan implementation. Attachment A also contained each of the individual elements of the FY 2017 Work Plan, as well as the supporting memos.

A motion was made by Commissioner Cedric Jones, Sr., seconded by Board Member William Allen, III, that this item be approved. The motion carried by a unanimous vote.

6.9 Wake Transit Implementation Update

Bret Martin, MPO Staff

Requested Action: Receive as information

Mr. Bret Martin provided general information and updates on ongoing Wake Transit implementation activities to include the following:

- 1) Wake Transit Joint Agency Agreement and overall agreement structure;*
- 2) Scope development for on-call transit planning services;*
- 3) Community Funding Areas;*
- 4) Development of FY 2018 Wake Transit Work Plan.*

This Informational Report was received as information.

7. Informational Items**Informational Item: Budget**

- 1** **Operating Budget -2017**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information

Attachments: [FY 17 PROJECTED Budget QTR 1](#)

This Informational Report was received as information.

- 2** **Member Shares - FY 2017**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [Member Dues Projection QTR 1 FY2017](#)

This Informational Report was received as information.

8. Informational Item: Project Updates

8.1 Project Updates

Requested Action: Receive as information.

Attachments: [Project Updates](#)

This Informational Report was received as information.

9. Informational Item: Staff Reports

MPO Director Chris Lukasina

Mr. Lukasina congratulated Danna Widmar on her new employment with the Town of Cary.

Mr. Lukasina stated that the draft STIP has been released and will be reviewed. Most of this was reviewed in Alex Rickard's presentation on the mobility side and on the highway side it didn't really cover but will be reviewed and if anything particular is noted. We will bring back in February and give an update. A link will be sent out to everyone.

Mr. Lukasina also stated that we are the benefactors of a little piece of what is called "Bonus Allocation" this means for every dollar of tolling funding that we have for a project we get back 50 cents back to our region for another project. One of the Hot Spots this year in our Hot Spot program is to take a more in-depth look at the variety of corridors that would be eligible for that funding to help us better frame up which corridors and which project we want to look at selecting 4 bonus allocations. That is a decision that the Executive Board will need to make. There is a time frame on it and is all tied into when 540 has its financial closure. If the new schedule holds until 2020 then we have brought ourselves two more years. Later this year February, March or April we will be coming back to talk more about Bonus Allocations.

Mr. Lukasina stated that the NC AMPO conference is this spring. Registration has not opened yet but the call for abstracts has and closes on January 13, 2017. If anyone has projects or programs and have ideas that they could share with others you can submit them. The Hotel room block has opened.

Mr. Lukasina stated that we will have the second of two staff level peek exchanges with the MPO out of Charlotte. The Charlotte Regional Transportation Planning Organization. These are the pre cursers for something that we might do at our TCC or at the board level but as we sat down talk with them they felt like a staff level meeting would be good first and then move forward next fiscal year with the TCC and the Executive Board. Went to Charlotte for a half day and sat in for LAPP committee. They don't really have a Lapp program yet and for the past years and lesson learns this helps them to and that meeting will occur on January 20, 2017.

Mr. Lukasina stated the Ms. Powell will be sending out the 2017 appointment forms for both TCC and the Executive Boards for the voting Members. These will be sent out for attendance and voting purposes. These will be sent out to the City / Town Clerks and the Executive Board Members and Alternates.

TCC Chair, Ben Howell - No report

NCDOT Transportation Planning Branch - Rupal Desai stated that there has been a change within the Transportation Planning Branch. Ms. Arlene Thomas is an additional contact person with the Planning Branch.

NCDOT Division 4 - No report

NCDOT Division 5 - No report

NCDOT Division 6 - No report

NCDOT Rail Division - Absent

NC Turnpike Authority - Absent

This was received as information.

10. Adjournment