NC Capital Area Metropolitan Planning Organization

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

Meeting Minutes - Final

Executive Board

Wednesday, October 17, 2018 **4:00 PM** **Conference Room**

1. Welcome and Introductions

Chairman Weinbrecht welcomed everyone to the meeting.

Present: 13 - Chair Harold Weinbrecht, Virginia Gray, Nancy McFarlane, Terry Hedlund, Vice Chair Sig Hutchinson, Lewis Weatherspoon, Frank Eagles, William Allen III, Gordon Springle, Dick Sears, Vivian Jones, TJ Cawley, and Neena Nowell

Absent: 14 - Terry Hutchens, John Byrne, Gus Tulloss, Don Bumgarner, James Roberson, Ronnie Williams, RS "Butch" Lawter, Art Wright, Michael Schriver, Valerie Jordan, Larry Wood, Lance Olive, Matt Mulhollem, and Edgar Smoak

2. Adjustments to the Agenda

Mayor Weinbrecht stated that there would be one adjustment to the agenda. Wake County has requested an extension to the Special Study deadline for the FY 2020 Unified Planning Work Program. That item will be added as item 8.3. Motion was made by Member Vivian Jones, Second by Sig Hutchinson, to approve the adjusted agenda. Motion carried by unanimous vote.

3. Ethics Statement:

Vice Chairman Sig Hutchinson read the ethics statement. No members of the Executive Board identified issues with conflicts during this meeting.

4. Public Comments

No members of the public requested to speak.

5. Minutes

5.1 Meeting Minutes

Attachments: Minutes - September 2018 Executive Board Meeting

Minutes were distributed in the agenda packets.

A motion was made by Board Member Frank Eagles, seconded by Board Member Dick Sears, that this item be approved. The motion carried by a unanimous vote.

6. Consent Agenda

There were four items on the Consent Agenda. No members requested adjustments to the Consent Agenda.

A motion was made by Board Member Cawley, seconded by Board Member Allen, III, that the consent agenda be approved. The motion carried unanimously.

6.1 **LAPP Project Adjustment**
Gretchen Vetter, CAMPO Staff

Attachments: LAPP Project Adjustment

This Item was approved as part of the Consent Agenda.

6.2 **Set Public Hearing Date for Wake Transit Community Funding Area Program Management Plan**
Bret Martin, MPO Staff

This Item was approved as part of the Consent Agenda.

6.3 **FY2018-2027 Transportation Improvement Program Amendment #5**
Gretchen Vetter, MPO Staff

Attachments: TIP Amendment #5

This Item was approved as part of the Consent Agenda.

6.4 **Wake Transit Public Engagement Policy - Schedule Public Hearing**
Bonnie Parker, MPO Staff

This Item was approved as part of the Consent Agenda.

End of Consent Agenda

7. Public Hearing

7.1 **Prioritization (SPOT) 5.0 - Division Needs Local Input Point Assignment**
Alex Rickard / MPO Staff

Attachments: DivisionPtsv2

Alex Rickard, MPO Staff, presented this item. Mr. Rickard reminded the Board of the actions they take during the SPOT prioritization cycle. Those actions include approving which projects to submit for prioritization; approving the points that the MPO assigns to projects in the Regional and Division level tiers; and approving the TIP with the funded projects included. The FY 2020-2029 TIP will be released in January and adopted in Summer 2019. Today Mr. Rickard is discussing the assignment of points at the Division level. The draft list of points has been out for public comment for 30 days but no public comments have been received. The TCC recommended approval of the list at their October meeting. The deadline for point assignment was extended to accommodate areas in Eastern NC who may have been delayed due to recent hurricane damage. Therefore, the Board may choose to take action today to approve the points, or wait until the November meeting to take action.

Mr. Rickard reviewed the process for determining the "red line" anticipated for the Division points, or the number of points needed for a project to be awarded funding in each Division. This includes reviewing the available funding forecast, modal targets and overall competitiveness of projects, as well as consideration for other points being assigned in the Division by other planning organizations or NCDOT. Funding available for Division 4 is $217 million. Funding available for Division 5 is $86 million. Funding available for Division 6 is $207 million. The Division funding must cover all secondary roads, bicycle and pedestrian improvements, local aviation, and most of the transit projects in CAMPO. Mr. Rickard reminded the Board of the MPO's approach to assigning points, stating that we are trying to get as many projects funded as possible, so some projects may be assigned less than 100 points if they do not need 100 points to be competitive for funding. We also try to capitalize on other funded project schedules by prioritizing projects in the vicinity of other projects anticipated to be under construction at a similar time to increase efficiencies of project delivery.

Mr. Rickard reviewed the status of point assignment for each of CAMPO's Divisions. In Division 4, there are about seven competitive CAMPO projects. Most of these were recommendations from the Southeast Area Study. Some are receiving less than 100 points because they are not fully within the MPO boundary and points will be assigned by neighboring planning organizations and/or NCDOT. In Division 5, we have several projects that will be competitive, including Union Station which is one of the highest scoring transit projects in the state. In Division 6, CAMPO only has three projects competing and none of them look to be competitive. Hopefully as the Southwest Area Study update moves toward completion, we will get some competitive project recommendations for future rounds of SPOT. Mr. Rickard highlighted several projects that are recommended for points. For Transit, in addition to Union Station, he suggests points for the Triangle Town Center Park-n-Ride development. For the Bike/Ped list, the Swift Creek Greenway in Cary is the top priority. On the Roadway list, he recommends points on the Holly Springs Road modernization, which includes intersection improvements at TenTen, Cary Parkway and Penny Road. This project received more public comments than any other project during the development of the 2045 MTP, which is why staff recommends prioritizing it for Division level points. Other Roadway projects are the US 401 median project and the Six Forks Road project that Raleigh will help fund, thus generating Bonus Allocation of about $15 million. Board Member Hutchinson asked how Bonus Allocation works. Mr. Rickard stated that Bonus Allocation can be generated either through a project being funded through tolling, such as NC 540, or through a local *government putting local dollars to assist the state with defraying the cost of the project. In those cases, there is Bonus Allocation of $0.50 on the dollar returned to the MPO for programming on additional projects. For Six Forks Road, since Raleigh is paying $30 million toward the construction of the project, the MPO will receive $15 million to allocate to other projects in the region. Board Member Allen asked if the Union Station project Mr. Rickard was referring to is the project known as RUS-BUS? Mr. Rickard confirmed it was.*

Chairman Weinbrecht opened the public hearing. No members of the public were in attendance to speak. The public hearing was closed.

A motion was made by Board Member William Allen, III, seconded by Vice Chair Sig Hutchinson, that the recommended list of Division points be assigned, and that staff be directed to maximize coordination with Division Engineers and neighboring planning organzations which may result in point adjustments with Chair approval. The motion carried by a unanimous vote.

End of Public Hearings

8. Regular Agenda

8.1 **Wake Transit Plan Implementation Update**

Bret Martin, MPO Staff

Mr. Bret Martin, MPO Staff, presented information for this item. Mr. Martin updated the Board on several items related to the implementation of the Wake Transit Plan. He noted that the Board has set public hearings on several of these items through Consent Agenda action today.

FY 20 Work Plan - The development of the FY 20 Work Plan is under way. Project submittals for the Work Plan are due on October 19, 2018. The MPO plans to submit requests for funding to develop a Community Funding Area Program online application; secure consultant services to begin the update to the Wake Transit Plan that will begin in late FY 2020; and secure consultant services to develop an interactive mapping tool for use by the public to have a more clear view of the services and capital projects being planned for Wake Transit.

Community Funding Area Program Management Plan - Mr. Martin explained the purpose of this Program Management Plan is to establish rules and guidelines for delivering the Community Funding Area funding that is part of the Wake Transit plan. The TPAC has recommended the Program Management Plan for adoption, and that will come to the Board for approval in November. After CAMPO and GoTriangle Boards adopt the Program Management Plan, the application window for Community Funding Areas will open. It is anticipated the window will be open from November 29 - January 5. By mid-March, there should be a recommended slate of projects that will be included in the Wake Transit Work Plan.

Bus Plan - The year-by-year implementation schedule of bus services is almost complete. The TPAC will review final recommendations for the ten year capital and operating plans at its November meeting. The Executive Board will likely see the final recommendations in January. The work from this plan will serve as the basis for development of future Wake Transit Work Plan development. The Locally Coordinated Human Services Transportation Plan is still under development, so may move slightly slower than the overall Bus Plan through the approval process. However that plan must be complete in time for a call for projects in the Spring of 2019.

Public Engagement Plan - Mr. Martin noted that the Public Engagement Plan will be hopefully finalized in November, and the public hearing for this will open on November 14 but likely be continued to January when the Board will take final action on adoption of the Plan and associated Policy elements. A 30 day comment period will begin after the TPAC has made a recommendation on this item.

Major Investment Study - The BRT element of the Major Investment Study is largely complete. The Core Technical Team (CTT) has completed its work. The Study took a high level look at all of the BRT corridors identified in the Wake Transit Plan, and looked at several alignment options within those corridors. The results of the evaluation be come to the Executive Board on November 14. This work will help Raleigh plan for which BRT corridors will be combined into specific projects to be delivered in a specific order. Mr. Martin reminded the Board that the Consent Agenda today included setting a public hearing for a TIP Amendment, and that TIP Amendment will include assigning funding to Raleigh as BRT project sponsor to begin project development. He noted that the City of Raleigh staff has been coordinating with FTA to move the BRT projects forward toward a federal funding application.

Commuter Rail - The Major Investment Study is also doing some high level work on the

Commuter Rail corridor, focusing on operation and station alternatives. There is a need to begin the process to assign a project sponsor for the Commuter Rail Project so that it may be moved into project development. Mr. Martin presented a memo from staff outlining the consultant's recommendation for GoTriangle to serve as that project sponsor. The consultant noted that GoTriangle is a regional transit operator already operating in both MPO's covered by the Commuter Rail project, and that agency has the technical capacity and structure and experience to be able to handle project development for this large regional project. Mr. Martin noted that no other agencies had any interest or desire to manage this project. Like the Board did with the BRT, staff is recommending that the Executive Board follow the consultant's recommendation to invite GoTriangle to consider serving as project sponsor for Commuter Rail. Final action to appoint a project sponsor will happen at a future meeting so that project development can begin. This is important if we are to keep a ten year delivery schedule for this project, as was delineated in the Wake Transit Plan.

A motion was made by Board Member Frank Eagles, seconded by Board Member Nancy McFarlane, that CAMPO invite GoTriangle to consider serving as project sponsor to undertake project development for a commuter rail project from Garner to West Durham. The motion carried by a unanimous vote.

8.2 **LAPP Available Funding Report**

Gretchen Vetter, CAMPO Staff

Ms. Gretchen Vetter, MPO Staff, presented information on this item. Ms. Vetter announced that federal fiscal year 2018 was over, and our obligation rate for FFY 2018 was 34%. This is slightly lower than the FFY 2017 obligation rate. Our fund balances for the end of FFY 2018 were $9.6 million in STBGDA and TAP, and $7.5 million in CMAQ. In FFY 2019 we are anticipating $22 million in STBGDA and TAP, and $15 million in CMAQ. Ms. Vetter reviewed the additional funding that was awarded to LAPP projects in FFY 2018, which totaled about $4.6 million. She also reminded the Board that a rescission is built into the FAST Act and it is scheduled for July 1, 2020. Therefore, it is imperative that all outstanding projects reach obligation of funds so that the funding will be sheltered from the rescission.

Board Member Eagles asked if the LAPP projects we are funding are shovel ready. Mr. Lukasina stated that not all Construction projects come in as shovel-ready projects just because of the nature of all the approvals that must happen in order to secure those funds. If projects are funded for PE and NEPA work, those get obligated as soon as the local agreement is signed. Member Eagles asked why we are not only funding projects that are ready to go. Chairman Weinbrecht stated that it is his understanding that some projects are ready but get held up in various agency reviews at the state and federal level. Mr. Lukasina stated that we also have a lot of projects still in the pipeline that were funded in 2012 prior to LAPP rules coming into play. Those projects are beginning to clear off the books, giving us a much more clear picture of which current projects are suffering delays. Member Eagles asked if there is anything we can do to secure the funds or move the funds from stalled projects to projects that are ready to go. Mr. Lukasina stated that there are outlets built into the LAPP program for that reason. For instance, some funds could be flexed to transit to protect them relatively quickly. Or the Board can opt to remove funding from slow-moving projects and put those funds on other projects. The Staff is keeping a close eye on projects and is working with the state to stay abreast of when action would need to be taken to secure the funds by removing them from projects. Mr. Lukasina would like to give LAPP project managers as much time as we can to get their projects obligated, but will let the Board know when the drop-dead date is for taking action to secure the funds. Member Hutchinson asked if we have a list of projects that are not yet obligated. Ms. Vetter noted that the handout on the front table is the most up to date information, and that projects highlighted in red have not obligated their funding yet. She noted that the list of red projects at the bottom of the list are the ones that were approved for FFY 2019, so the funding window for those only just opened, so hopefully those will be working toward obligation soon.

This Informational Report was received as information.

8.3 **Wake County Request: Special Study Deadline Extension**

Chris Lukasina, MPO Staff

Mr. Lukasina reported that he had received a letter from Wake County requesting an extension to the UPWP Special Study deadline. The deadline for requesting special study funding is October 31 each year, which is part of the MPO's One Call for All. The County would like to submit a request for funding a feasibility study for the Triangle Bikeway, but would like additional time to secure funding partners to assist with the local match. Board Member Hutchinson noted that the study would likely cost about $500,000 and the local match portion would be from 20 to 50%. He stated that the additional 30 days would give the County time to present the request to Cary, RTP, Morrisville, Raleigh and others to attempt to piece together the match required for the study.

Mr. Lukasina presented three possible options for the Board to take in response to this request. Option A would be to allow an extension of the deadline for Wake County. Option B would be to allow an extension for all MPO members, thus moving the deadline to November 30. Option C would be to encourage Wake County to submit the request with all known information, and allow adjustments up to and including removing the project from consideration. Board Member Eagles stated that if the deadline was extended, it should be extended for everyone, but that this is a regular deadline and he does not see a reason to extend it. Board Member Vivian Jones asked Mr. Lukasina which of the options would be easiest for MPO staff. Mr. Lukasina responded that Option C would be easiest for MPO staff to handle, but Options A or B would probably be easier for Wake County staff. Member Jones asked Mr. Hutchinson what the burden would be on his staff if Option C was selected. Mr. Hutchinson responded that his staff was not present, so he was unclear what difficulties that might present. Shelby Powell, MPO Staff, noted that almost every year there are requests submitted to MPO staff for UPWP projects that are removed for consideration before the draft UPWP is compiled. This happens for various reasons, including lack of funding partners, shifting priorities, or other reasons. The deadline is in place so that MPO staff can have a clear picture of what the requests are when planning a budget for the next year, and it helps to have that full picture to see where funding can be allocated to and removed from to accommodate special study requests. Mr. Lukasina added that the MPO's UPWP is drafted much earlier than local government budgets so that members can enter their budget cycles for the next year with a clear picture of funding commitments by and to the MPO. Mr. Hutchinson stated that he did not know the funding for a request did not need to be appropriated in the local budget in advance of the request, and he felt Wake County staff could work with MPO staff to meet the deadline and make adjustments to the request during the UPWP development.

A motion was made by Board Member Vivian Jones, seconded by Board Member Frank Eagles, to approve Option C - allow Wake County to submit the request within the deadline of October 31 with the ability to adjust or withdraw the request in November. The motion carried by a unanimous vote.

9. Informational Item: Budget

9.1 **Member Shares - FY 2018**
Lisa Blackburn, MPO Staff

Attachments: FY 2018 PROJECTED Member Dues QTR 4

Member Shares information was included as an attachment.

This Informational Report was received as information.

9.2 **Operating Budget - FY 2018**
Lisa Blackburn, MPO Staff

Attachments: FY 2018 PROJECTED Budget QTR 4

FY 2018 Operating Budget was included as an attachment.

This Informational Report was received as information.

10. Informational Item: Project Updates

10.1 **Project Updates**

Attachments: Project Updates

Project Updates were included in the attachment.

This Informational Report was received as information.

11. Informational Item: Staff Reports

MPO Executive Director - Mr. Lukasina reported that the interviews were underway for the Transportation Modeler and Transportation Planner positions and hopefully we will have those positions filled by the end of the year. An offer has been made to a candidate for the Administrative Assistant position, and a tentative start date in mid-November has been identified. He also reported that the MPO has received a letter from Johnston County indicating their interest in being involved in the Commuter Rail project development as it moves forward. CAMPO will notify GoTriangle of that request so that Johnston County can be included in communications regarding the project development moving forward.

TCC Chair - absent

NCDOT Tranpsportation Planning Division - Mr. Mark Eatman had no report.

NCDOT Division 4 - Mr. Jimmy Eatmon had no report.

NCDOT Division 5 - Mr. Joey Hopkins reported that all Fortify lanes are open, and the contractor is performing punch list items now, so that project is really nearing completion. On October 2, the bid opening for the I-440 widening was held. Lane Construction won with a bid of $347 million. The 6.5 mile widening will include the Blue Ridge Road grade separation as well. Mr. Hopkins reported on several public involvement activities that happened recently, including three listening sessions for the Glenwood Avenue project, a public meeting for US 1 Freeway project held in north Raleigh, a Maynard Road railroad crossing meeting in Cary, and a Falls of Neuse public meeting in north Raleigh. An additional public meeting for US 1 was postponed due to Hurricane Michael, and the new date is tentatively set for October 29, but NCDOT and consultant staff are still working to finalize that. Upcoming public meetings are a meeting on the NC 55 project on November 15; McCrimmon Pkwy meeting on November 8; TenTen Road meeting in Apex on October 23; and a ground breaking on the final section of US 401 four-laning in Franklin County on November 13.

NCDOT Division 6 - Mr. Darius Sturdivant reported that the Division 6 public comment period for SPOT projects is open from October 15 - October 26, and there is information on the NCDOT website about Division 6 point assignments.

NCDOT Rail Division - absent. Board Member Allen reported that a major rail industry magazine had a big article on NCDOT Rail Unit and the Raleigh Union Station, and was very complementary toward the rail developments underway in North Carolina.

NC Turnpike Authroity - Mr. Keith Holliday had no report.

Executive Board Members - no members had reports.

12. Adjournment

There being no further business, Chariman Weinbrecht adjourned the meeting.

Upcoming Meetings/Events

Next Executive Board meeting is November 14, 2018. A joint meeting of the CAMPO and DCHC MPO Boards will be held October 31 at RTP Headquarters on Davis Drive.