

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

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

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Wednesday, January 16, 2019

4:00 PM

Conference Room

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## 1. Welcome and Introductions

*Chairman Weinbrecht welcomed everyone to the meeting. Mr. Howard Penny introduced himself as the new Member for Harnett County, replacing Mr. Gordon Springle. Member Michael Grannis stated he is serving again as the Town of Clayton representative. Member Butch Lawter, former Town of Clayton representative, identified himself as the Johnston County representative.*

**Present:** 16 - Chair Harold Weinbrecht, Virginia Gray, Nancy McFarlane, Terry Hedlund, Don Bumgarner, Vice Chair Sig Hutchinson, Lewis Weatherspoon, Frank Eagles, Ronnie Williams, RS "Butch" Lawter, William Allen III, Michael Grannis, Dick Sears, TJ Cawley, Neena Nowell, and Howard Penny

**Absent:** 13 - John Byrne, Gus Tulloss, John Sullivan, Perry Safran, James Roberson, Art Wright, Michael Schriver, Valerie Jordan, Vivian Jones, Lance Olive, Matt Mulhollem, Edgar Smoak, and Grady Hunt

## 2. Adjustments to the Agenda

*There were no adjustments to the agenda.*

## 3. Ethics Statement:

*Vice Chair 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 Minutes from November 14, 2018 Meeting

**Attachments:** [Minutes for November 14 2018 Executive Board -FINAL](#)

*Minutes were included in the agenda packets.*

**A motion was made by Board Member Terry Hedlund, seconded by Board Member Lewis Weatherspoon, that this item be approved. The motion carried by a unanimous vote.**

## 6. Public Hearing

**6.1****Wake Transit Public Engagement Policy**

Bonnie Parker / Bret Martin, MPO Staff

Attachments: [PEP Plan 01.2019](#)

*Mr. Bret Martin, MPO Staff, presented this item. Mr. Martin reviewed that the Public Engagement Policy is designed to provide a high-level overview of what the public can expect from public engagement activities associated with the implementation of the Wake Transit Plan, while retaining flexibility in the way individual project teams and agencies carry out their work. Mr. Martin clarified that the draft Wake Transit Public Engagement Policy was reviewed and has been recommended for approval by the TPAC (November 2018), the GoTriangle Planning & Policy Committee (December 2018), and the CAMPO TCC (January 2019). Mr. Martin reminded the Board that they received a presentation on the draft Policy and opened the Public Hearing at their November meeting.*

*As of the public comment deadline of January 4, a few comments have been received from community stakeholder group representatives including Habitat for Humanity, Wake Up Wake County and an updated report on comments was shared with the Executive Board. Mr. Martin explained that currently, the primary changes to the document include the addition of a guiding principle, "Timely" to refer to making concerted efforts to be as transparent as feasible in a timely manner, and image/visual updates to the general format of the Policy document. He also emphasized any engagement should 'tell the story' to the public of the project development, from inception to completion.*

*Shelby Powell, MPO Staff added that a workshop was also held with Wake Transit stakeholders and public representatives to obtain input into the development of the policy on the front end.*

**Chair Weinbrecht opened the public hearing, which was continued from the last meeting. There being no members of the public present, Chair Weinbrecht closed the hearing. A motion was made by Member Will Allen III, seconded by Member Ronnie Williams that the Wake Transit Public Engagement Policy be adopted. The motion carried by unanimous vote.**

**6.2****2045 Metropolitan Transportation Plan (MTP) Amendment  
FY 2018-2027 Transportation Improvement Program (TIP) Amendment  
Air Quality Conformity Determination**

Chris Lukasina, CAMPO Staff

*Chris Lukasina, CAMPO Executive Director, reported on this item. Mr. Lukasina reviewed that the 2045 MTP was originally approved on February 21, 2018. In April of 2018 FHWA informed MPO's of renewed requirements that were applicable to CAMPO and DCHC MPO. Mr. Lukasina stated that, as a result of these recent changes in federal guidance, the Capital Area MPO is once again required to demonstrate conformity between the MTP and TIP for air quality. A required step is the development of an Air Quality Conformity Determination analysis and report. Mr. Lukasina clarified that this is required for updates and changes to the MTP and/or the TIP. A required step in the amendment of the FY 2018-2027 Transportation Improvement Program (TIP) is to ensure that it conforms to the 2045 Metropolitan Transportation Plan (MTP). This includes verifying that the timing, scope, and cost of projects in the plan and program are the same.*

*Mr. Lukasina reported that CAMPO staff has been working with the NC Department of Transportation, Division of Air Quality (DAQ), and the NC Department of Environment and Natural Resources (DENR) to implement the updates necessary for the required air quality conformity determination, including locating and resolving all differences between the latest updates to the TIP and the MTP. Mr. Lukasina referred the Board to the draft Air Quality Conformity Determination report and the necessary updates to the both the TIP and MTP to meet air quality conformity requirements. Mr. Lukasina also stated that a copy of the Air Quality Determination report and the updated MTP and TIP were posted online at <http://www.campo-nc.us/transportation-plan/air-qualityconformity>.*

*On January 3, 2019, the TCC recommended approval of the Air Quality Conformity Determination Report and requisite 2045 MTP and 2018-2027 TIP amendments.*

**Chair Weinbrecht opened the public hearing. There being no members of the public present, the hearing was closed. A motion was made by Member Will Allen III and seconded by Member Dick Sears that the Air Quality Conformity Determination Report and requisite 2045 MTP and 2018-2027 TIP amendments be approved. The motion carried by unanimous vote.**

**End of Public Hearings****7. Regular Agenda****7.1****Election of Chair and Vice Chair for 2019**

*The Chair and Vice Chair of the TCC are elected annually at the first meeting of the year. Chair and Vice Chair serve one-year terms, with a maximum of three consecutive terms.*

**A motion was made by Member Sig Hutchinson, seconded by Member Michael Grannis, that Harold Weinbrecht be nominated for Chair. No other nominations were received, and the motion carried by a unanimous vote.**

**A motion was made by Member Will Allen III, seconded by Member Dick Sears, that Sig Hutchinson be nominated for Vice-Chair. No other nominations were received, and the motion carried by unanimous vote.**

## 7.2 Unified Planning Work Program FY 2020

Shelby Powell, MPO Staff

**Attachments:** [Draft FY 2020 UPWP](#)

*Shelby Powell, MPO Deputy Director reported on this item. Ms. Powell reviewed that the Unified Planning Work Program (UPWP) is the annual work plan and budget for the MPO that outlines the programs, processes and tasks to be completed by MPO staff during the year. Ms. Powell stated that in addition to the annual delivery of programs such as LAPP, the TIP, the Public Participation Plan, and Wake Transit, there are several special studies included in the draft UPWP for FY 20. These include the continuation of the R.E.D. Lane Study that started in FY 19; beginning the update of the Northeast Area Study; a Triangle Bikeway Implementation Plan; a Fayetteville-Raleigh Passenger Rail Study; and Wake Transit-specific projects for developing better online visualization for Wake Transit implementation projects for the website and beginning the update to the Wake Transit Vision Plan. Several studies recommended in the draft will rely on partnering financially with other organizations.*

*Ms. Powell shared that the UPWP for FY 20 will be available for public review and comment from Jan. 3 – Feb. 7, 2019. A public hearing will be held at the MPO Executive Board meeting on February 20, 2019.*

**The Unified Planning Work Program FY2020 was received as information.**

## 7.3 Locally Administered Projects Program (LAPP) FY2020 Investment Program

Gretchen Vetter, MPO Staff

**Attachments:** [MEMORANDUM Executive Board.pdf](#)  
[FY20 Draft Recommendation](#)  
[LAPP Selection Panel Meeting Overview](#)

*Gretchen Vetter, MPO Staff reported on this item. Ms. Vetter stated that in August 2018, the NC Capital Area MPO's Executive Board opened a call for projects to identify and program available FFY 2020 Locally Administered Projects Program (LAPP) funds. The call for projects resulted in submission of 25 eligible projects for consideration. Ms. Vetter reviewed the historical funding and reminded that Executive Board also approved a target modal investment mix of 68 percent roadway, 24 percent bicycle & pedestrian, and 8 percent transit to help guide development of a recommended FFY 2020 investment program totaling \$25 million, including CMAQ. Ms. Vetter stated that projects were reviewed for funding eligibility and scored based on the adopted LAPP prioritization criteria by CAMPO staff. Full funding was recommended for 7 Roadway Projects, 1 Transit Project and 5 fully, and one partially funded Bicycle and Pedestrian Projects. Ms. Vetter clarified that a project originally submitted by GoCary for a transit facility was rescinded due to a schedule issue and will be resubmitted next year.*

*Ms. Vetter reported that staff has released the draft FFY 2020 LAPP Investment Program for public review and comment from January 4, 2019 through February 4, 2019 and anticipates scheduling a public hearing at the February 20, 2018 Executive Board meeting.*

**The Locally Administered Projects Program (LAPP) was received as information.**

## 7.4

**Wake Bus Plan: 10-Year Operating & Capital Plan**

Adam Howell, CAMPO/TPAC Staff

Attachments: [Wake Transit Bus Plan](#)

Adam Howell, MPO Staff reported on this item. Mr. Howell reminded the Board of the Transit Vision Plan and that this is the implementation of that plan. After reviewing the Wake Transit Referendum of November 2016, he explained that the Wake Bus Plan recommends the development and phasing of bus transit service investments between 2019 and 2027 and that the recommended operating service investments create a service hierarchy that largely reflects a system of four route types: Frequent Transit Routes, Local Routes, Community (Core Regional) Routes, and Express Services. The recommended service investments increase bus service throughout Wake County from \$30 million (roughly 300,000 annual hours of bus service) in 2018 to \$85 million (roughly 900,000 annual hours of service) in 2027. Mr. Howell explained that these operational investment recommendations align with the original four big moves that were defined in the Wake Transit Plan. Capital investments are coordinated with transit service investments as much as possible, so passengers will have safe, comfortable facilities that are accessible on foot and if appropriate, accessible by car. The 10-Year Capital Investment Plan funds nearly \$300 million in capital projects. Mr. Howell reported that the largest portion of the funding will be used to purchase buses, develop transit centers and build maintenance facilities. The bus service and supporting capital investments in the Wake Bus Plan will drive year-by-year project funding decisions in future Wake Transit Work Plans. Four maps were presented to show the projected growth and improvements to support the current infrastructure, and the goal of moving from a Covered to a Ridership-Oriented Network model was explained. Mr. Howell also reminded the Board that the Wake Transit Bus Plan is fiscally constrained. He further explained the prioritization and implementation process, and that it was adjusted three times based on thousands of received public comments.

Mr. Howell reviewed that both the TPAC and the TCC unanimously recommended the Wake Bus Plan 10-Year Operating & Capital Plan on Wednesday, November 14, 2018 and Thursday, January 3, 2019 respectively. A public comment period will run from January 21, 2019 until February 20, 2019, with a public hearing scheduled for February 20, 2019.

Mr. Howell informed the Executive Board that he will no longer be working for CAMPO due to a new career opportunity. Member Will Allen III thanked Mr. Howell for his service and praised his contributions.

**The Wake Bus Plan: 10-Year Operating & Capital Plan was received as information.**

## 7.5 Amendment to Commuter Rail Major Investment Study Cost-Share Agreement

Bret Martin, MPO Staff

**Attachments:** [Attachment 1 - Draft Commuter Rail Cost-Share Agreement Amendment](#)  
[Attachment 2 - Commuter Rail Cost-Share Agreement](#)  
[Attachment 3 - Commuter Rail Pre-Planning Scope - GoTriangle](#)

*Bret Martin, MPO Staff reported on this item. Mr. Martin reviewed that before the commuter rail portion of the Wake Transit Fixed Guideway Corridors Major Investment Study (MIS) was initiated, CAMPO, Wake County, GoTriangle, and Durham County executed a cost-sharing agreement to split the cost of associated expenses between Wake County funds (67%) and Durham County funds (33%). As the pre-project development planning activities associated with the commuter rail corridor from Garner to western Durham shifted focus from what was originally scoped in the MIS to an update of a 2011 alternatives analysis previously completed for the corridor, the cost-share agreement is now in need of an amendment to expand its scope to cover this refocused work. Mr. Martin clarified that Amendment One to the agreement expands the scope to include this work but still applies the same cost-share split between Wake and Durham County funds as established by the original agreement. Attachment 1 is the draft amendment to the original cost-share agreement for the Executive Board to consider, and Attachment 2 is the original executed agreement.*

*Mr. Martin explained that at its January 3rd regular meeting, the TCC recommended approval of the cost-share agreement amendment to the Executive Board but requested that a scope of work be supplied for the Executive Board's consideration to understand additional pre-project development planning work that will be carried out. In response to this request, GoTriangle provided a scope of work for this additional work (Attachment 3).*

**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.**

## 7.6

**FY 2018 Wake Transit Annual Report**

Bret Martin, MPO Staff

**Attachments:** [FY 18 Wake Transit Plan Annual Report](#)  
[Attachment 2 - FY 2018 Wake Transit CAFR](#)

*Bret Martin, MPO Staff reported on this item. Mr. Martin stated that the Wake Transit Governance Interlocal Agreement requires production of and presentation to the CAMPO Executive Board and Wake County Board of Commissioners: 1) An annually audited financial statement for the Wake Transit annual operating and capital funds and 2) An update of Wake Transit projects, including milestones and timelines. Mr. Martin explained that these annual reports' main purpose is to celebrate accomplishments for the year and are to be provided to the CAMPO Executive Board by December 15th of the subsequent fiscal year from the period covered by the reports. GoTriangle, serving as the tax district administrator, has produced these reports for FY 2018 for presentation to the Executive Board and Wake County Board of Commissioners. The FY 2018 Wake Transit Annual Report is provided as Attachment 1, and the FY 2018 Comprehensive Annual Financial Report (CAFR) for the Wake Transit annual operating and capital funds is provided as Attachment 2.*

*Mr. Martin summarized the service improvements and supporting capital projects by provider, to showcase the transit service supply and consumption. With regards to FY18 Increase in revenue hours supported by Wake County Transit Plan investment and total Increase in revenue hours of fixed-route bus services, examples of GoCary, GoRaleigh and GoTriangle Ridership Improvements were presented (6%, 7% and 5% respectively).*

*He then discussed the implementation planning work initiated and what it may lead to for FY2019. Mr. Martin stated that this first Annual Report is ripe for feedback to inform future year reports and that suggestions for improvements would be welcome.*

**The FY2018 Wake Transit Annual Report was received as information.**

**7.7 2019-2028 Draft Transportation Improvement Program**

Alex Rickard, CAMPO Staff

**Attachments:** [STIP FY 19-29 Draft 2018-01-08](#)[STIP CAMPO Changes](#)

*Alex Rickard, CAMPO Deputy Director, reported on this item. Mr. Rickard stated that the full draft of the 2019-2028 State Transportation Improvement Program (STIP) and companion Transportation Improvement Program (TIP) have been released. In addition to the draft programming of the remaining Statewide Prioritization category (Division Needs), there have been several changes to the draft document for the Statewide Mobility and Regional Impact categories. Mr. Rickard presented an overview of these changes as well as highlights from the rest of the draft program.*

*Mr. Rickard explained that the SPOT process allows three opportunities for the Executive Board to take action: Select the Project, Assign Points and Approve/Adopt the TIP. Mr. Rickard discussed the Committed Window increase to 6 years and its implications. Mr. Rickard reviewed various projects with respect to Statewide Mobility, Regional Impact and Division Needs, which are designated for Years 1-6 (2020-2025) and Years 7-10 (2026-2029) with projected funding needs. Statewide Mobility projects include the US 1 (US 64 to NC 55) widening to six lanes, and the NC 540 (I-40 to I-87/US 64/264 Toll, which may experience a slight project delay. Projects with Regional Impact include the Clayton Citywide Signal System and the Shotwell Road Rail Grade Separation. Division Needs include Union Station and Johnston County expansion vehicle.*

*Mr. Rickard also discussed the STI funding comparison for Spring 2018 and January 2019. While Region A remained largely the same, Region C, Division 4 and Division 5 saw a decline in funding. Only Division 6 saw an increase. Mr. Rickard then reviewed the Draft STIP 2020-2029 and explained that the majority of projects across the state were delayed due to cost increase, with 4 projects in CAMPO's planning area being removed all together.*

**This TIP Item was received as information.**

**8. Informational Item: Budget****8.1 Operating Budget - FY 2019**

Lisa Blackburn, MPO Staff

**Attachments:** [FY 19 Projected Budget QTR 1](#)

*The FY 2019 UPWP Operating Budget was distributed in the Executive Board agenda prior to the meeting. No comments were made at the meeting.*

**The Operating Budget FY2019 Report was received as information.**

**8.2 Member Shares - FY 2019**

Lisa Blackburn, MPO Staff

**Attachments:** [FY 19 Projected Member Dues QTR 1](#)

*The FY 2019 Member Shares report was distributed in the Executive Board agenda prior to the meeting. No comments were made at the meeting.*

**The Member Shares FY2019 Report was received as information.**



**9. Informational Item: Project Updates****9.1 Project Updates**

**Attachments:** [Project Updates](#)

*Updates for current projects, plans and studies were included in the agenda packet for Executive Board meeting.*

**This Informational Report was received as information.**

**10. Informational Item: Staff Reports**

*MPO Executive Director Chris Lukasina reminded the Board that all members and alternates appointed to the CAMPO Executive Board are subject to the NC State Ethics Commissions requirements, including filling out a Statement of Economic Interest (SEI) form prior to being able to vote at a meeting. He informed the Board that the form is available on the CAMPO homepage under Quick Links, and is also available through the website:*

*<https://www.ethicscommission.nc.gov/sei/blankForm.aspx?type=MPO RPO>*

*Mr. Lukasina informed the Board that Adam Howell will be departing CAMPO on January 25, 2019. He introduced new employee Mike Bruff and stated that Brandon Watson will be joining CAMPO on January 22, 2019.*

*Mr. Lukasina discussed the Waiver of Overhead Policy and requested that it be considered by the Board at the next meeting.*

*TCC Chair - Juliet Andes introduced herself as the new TCC Chair.*

*NCDOT Transportation Planning Division - None present.*

*NCDOT Division 4 - None present.*

*NCDOT Division 5 - Mr. Joey Hopkins encouraged submissions for the first annual Mobi award. He discussed the addition of 2 lanes on I-40 from the I-440 (Beltline) interchange to the NC 42 interchange that is causing some delays. Mr. Hopkins also informed the Board that Tracy Parrott had joined their division and will be in charge of managing the LAPP program for the Division.*

*NCDOT Division 6 - No report.*

*NCDOT Rail Division - None present.*

*NC Turnpike Authority - No report.*

*Executive Board Members - Will Allen III stated that a meeting is set up between Smithfield Chamber of Commerce and Johnston County for next week to discuss the possible expansion of the commuter rail into Johnston County.*

**The Staff Reports were received as information.**

## **11. Adjournment**

*There being no further business to discuss, the meeting was adjourned.*

Upcoming Meetings/Events