

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

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

Wednesday, March 20, 2019

4:00 PM

Conference Room

1. Welcome and Introductions

Chairman Weinbrecht welcomed everyone to the meeting.

Present: 15 - William Allen III, Don Bumgarner, TJ Cawley, Frank Eagles, Michael Grannis, Virginia Gray, Vice Chair Sig Hutchinson, RS "Butch" Lawter, Nancy McFarlane, Neena Nowell, Howard Penny, James Roberson, Dick Sears, Lewis Weatherspoon, and Chair Harold Weinbrecht

Absent: 14 - John Byrne, Terry Hedlund, Grady Hunt, Vivian Jones, Valerie Jordan, Matt Mulhollem, Lance Olive, Perry Safran, Michael Schriver, Edgar Smoak, Marsha Strawbridge, Gus Tulloss, Ronnie Williams, and Art Wright

2. Adjustments to the Agenda

There were no adjustments to the agenda.

A motion was made by Board Member Dick Sears, seconded by Board Member Lewis Weatherspoon that the agenda be approved as presented.

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 Draft minutes from Executive Board meeting February 20, 2019.

Requested Action: Approval of minutes by Executive Board.

Attachments: [Executive Board Minutes 20-Feb-2019](#)

Minutes were included as an attachment.

A motion was made by Vice Chair Hutchinson, seconded by by Board Member Dick Sears that the minutes be approved. The motion carried by unanimous vote.

6. Public Hearing

There were two public hearing items.

6.1

Raleigh Urbanized Area and Wake County Locally Coordinated Human Services Transportation Plan Update

Bret Martin, MPO Staff

Requested Action: Consider approval of the Raleigh Urbanized Area and Wake County Locally Coordinated Human Services Transportation Plan

Attachments: [Attachment A - Final Draft - Raleigh LCHSTP](#)

Mr. Bret Martin, MPO Staff, reported on this item, which included six (6) plan recommendations: 1) create coordination structure, 2) develop consistent ADA policies and services, 3) introduce coordinated ADA service delivery, 4) offer mobility management in rural communities, 5) develop emerging mobility strategy/policy and 6) prepare for changes in Medicaid NEMT.

Mr. Martin stated that the Raleigh Urbanized Area and Wake County Locally Coordinated Human Services Transportation Plan (LCHSTP) is a federally-required plan that sets regional priorities for transportation investments and initiatives that support public transportation coordination for human services. The plan intends to guide funding and service development for transportation projects supporting older adults, persons with disabilities and individuals with low incomes, with a focus on identifying strategies to address service gaps. Mr. Martin further explained that the scope of the plan covers Wake County and the entirety of the Raleigh Urbanized Area, which includes a sizable portion of Johnston County and small portions of Harnett, Franklin and Granville Counties. The plan update serves as a federally required update to the 2013 LCHSTP and will serve as the official plan that informs the distribution of federal Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) funding throughout the Raleigh Urbanized Area. The plan will be used to inform funding recommendations for the applications received in response to the 2019 Raleigh Urbanized Area Section 5310 call for projects. The plan was completed in concert with the Wake Bus Plan and will also be used to direct Wake Transit funding to human service transportation needs within Wake County.

Mr. Martin reported that in the Raleigh Urbanized Area, as in many locales, multiple federal, state and local programs such as the Departments of Agriculture, Education, Health and Human Services, Veterans Affairs, etc. fund or support transportation services for their clients. Many of these human service transportation funding programs are entirely separate and distinct from transportation funding and service provided by the U.S. Department of Transportation and Federal Transit Administration (FTA). Due to a variety of differing rules, regulations, and processes, human service and public transportation programs are not always mutually supportive or coordinated. The lack of coordination means some systems and programs are duplicative, overly complex, expensive, and difficult to understand and use. The goal of coordination planning is to untangle the separate systems and encourage them to complement each other and work toward an accessible, easy-to-use system. Vice Chair Hutchinson asked who or what agencies would be represented on the Mobility Coordination Committee recommended by the plan. Mr. Martin responded with speculation that the committee would be comprised of representatives from agencies that are directly involved in arranging or consulting those they serve on human transportation options, such as the County department of social services. Mr. Martin also stated that he envisioned the membership to be similar to that of Community Transportation Systems' Transportation Advisory Boards.

Mr. Martin stated that the draft Raleigh Urbanized Area LCHSTP was posted for a 30-day public comment period running from February 18th through March 19th.

Mr. Martin shared information in a letter from the Wake County Board of Commissioners, which indicated that it supports the plan's recommendations but are requesting that a clearer plan and timeline be developed for their implementation.

Chair Weinbrecht opened the public hearing. As no members of the public were present to speak, Chair Weinbrecht closed the public hearing.

A motion was made by Board Member Will Allen, seconded by Board Member T.J. Cawley that the Raleigh Urbanized Area and Wake County Locally Coordinated Human Services Transportation Plan be approved. The motion carried by unanimous vote.

6.2

FY2018-2027 Transportation Improvement Program Amendment #6

Gretchen Vetter, CAMPO Staff

Requested Action: Conduct a Public Hearing. Consider approval of FY2018-2027 TIP Amendment #6.

Attachments: [TIP Amendment #6](#)

Ms. Gretchen Vetter, MPO Staff, reported on this item.

Ms. Vetter stated that nothing had changed since the last meeting's presentation, and reviewed that NCDOT's STIP Unit notified the MPO of amendments to the FY2018-2027 State TIP. Ms. Vetter added that the MPO should update the TIP to reflect these changes in order to meet federal regulations stating that the TIP and STIP must be identical. Amendments also include the addition of the Draft FY2020 LAPP Investment Program.

Ms. Vetter noted that the FY2018-2027 TIP Amendment #6 has been posted for public comment from February 8, 2019 to March 9, 2019. No comments were received.

Chair Weinbrecht opened the public hearing. As no members of the public were present to speak, Chair Weinbrecht closed the public hearing.

A motion was made by Board Member Lewis Weatherspoon, seconded by Board Member Michael Grannis that the FY2018-2027 TIP Amendment #6 be approved. The motion carried by unanimous vote.

End of Public Hearings

7. Regular Agenda

7.1

NC MOVES 2050

Brian Wert, NCDOT Staff

Requested Action: Receive as information.

Attachments: [NC Moves 2050 Highway Fact Sheet](#)
[NC Moves 2050 Public Transit Fact Sheet](#)
[NC Moves 2050 Rail Fact Sheet](#)
[NC Moves 2050 Aviation Fact Sheet](#)
[NC Moves 2050 Bike Ped Fact Sheet](#)
[NC Moves 2050 Ferry & Ports Fact Sheet](#)

Mr. Brian Wert, NCDOT Staff reported on this item.

Mr. Wert stated that the N.C. Department of Transportation (NCDOT) is conducting an update to its long-range transportation plan, NC Moves 2050, to guide North Carolina's future transportation policies and investments.

Mr. Wert explained that NC Moves 2050 will provide a 30-year transportation plan for the state, and that this comprehensive two-year study effort will include identifying statewide transportation system resources and needs. The study team will work with local governments to identify local transportation needs to ensure that North Carolina's transportation system keeps people and freight moving safely and efficiently to support communities and enhance the state's economy.

Mr. Wert reviewed the eight areas of focus: demographics, economy, tourism, partnerships, funding, technology, security and resiliency and posed the question to TCC members, "In thinking about transportation services for your community, which of these are you most concerned about?"

Member TJ Cawley suggested traffic signal synchronization technology and technology in general is a concern. Chair Weinbrecht agreed, and added that there may be a need for a study for further coordination and ITS deployment.

Vice Chair Hutchinson stated that the impact of the transportation system on the economy is a big concern, that the STI focus on congestion was a step in the right direction and continued progress is needed in this area.

Member Nancy McFarlane stated that funding is the most critical concern, and that we can do a lot to improve in the other areas of focus if funding is available.

Mr. Wert then asked a second question for the Committee members to comment on, "Are there changes or uncertainties for your community not already discussed that NCDOT should consider as a part of NC Moves 2050... what are we missing?"

Vice Chair Hutchinson responded that health and wellbeing should be a focus, not just for safety benefits, but also for health benefits of walking, biking, shorter commutes, and so forth.

Member McFarlane voiced concern for the connection between accessibility and affordability. If people can't access the transit network, they can't access jobs, school, etc. which impacts their ability to afford to live in a place.

Member TJ Cawley asked if the state has any plans to add park and rides, people movers, things like that.. Mr. Wert thanked Member Cawley for the question and said that this might be a gap to consider. Member Cawley also asked if airports had been discussed. Mr. Wert directed him to the main website, and stated that there is a section on aviation and critical infrastructure.

Mr. Wert thanked everyone for their input, and said that they will continue to update the Board with any additional feedback they receive.

The NC MOVES 2050 item was received as information.

7.2

LAPP Available Funding Report

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as Information.**Attachments:** [Detailed Unobligated Funding Report](#)

Gretchen Vetter, MPO Staff, presented information for this item. Ms. Vetter reminded the Board that a rescission is set to occur in 2020 that will affect all CMAQ and TAP funds that are not obligated by the end of the fiscal year 2019. She also reminded the Board that, while the STP funds are not written into the rescission explicitly, they could still be at risk, depending on how the state and federal government respond to the rescission. She presented information on the outstanding LAPP projects, noting that CAMPO staff has a high confidence in some projects getting funding obligated, and lower confidence in others. She noted that the Board will need to make decisions on how to protect the unobligated funds, and that today's presentation will cover various options that staff would like feedback on from the Board. Decisions on these options are not needed today, but any direction the Board could provide on which options should be on or off the table as staff develops scenarios would be helpful.

Ms. Vetter presented pros and cons for each of several options, noting that the options were not mutually exclusive.

Match for Cost Overruns: Member Will Allen stated that the Board did not have the technical expertise to know whether this was a good idea, and that he trusted staff to make technical recommendations.

Suspend the 50/50 Match Rule Temporarily: Ms. Vetter presented a chart outlining how additional federal funding could be obligated on several projects right away if the Board were to approve exceptions to the requirement that additional federal funds be matched by 50% local funds. There were several projects with requests for additional funding that would be CMAQ or TAP-eligible, and if those projects were to be allowed to use 80% federal funds, an additional \$1.4M could be protected. Member TJ Cawley asked if we could reduce match requirements on existing projects to 80/20 in order to reward those project that were on time and on budget, along with the projects that were requesting additional funds.

Temporarily Remove the Administrative Approval Cap: Ms. Vetter explained that the LAPP policy states that the Executive Director can approve additional funding requests up to a \$1M federal match. If that cap were temporarily removed, it would allow staff to have flexibility to obligate additional funding requests more quickly because the need for Board action would be removed. Member Will Allen noted that he trusted staff to make sound judgements if this were allowed.

Switch Funding Sources: Ms. Vetter described the process for moving CMAQ funding onto existing STP-funded projects that are CMAQ-eligible, noting that this could cause a problem for timing because new CMAQ projects must go through additional state and federal reviews before the funding can be used on them. This may also solve a short-term problem for CMAQ funding, but if STP funds were affected by the rescission, the projects switched to that funding source would still be in danger.

Award Funding to New Shovel Ready Projects: Board members inquired as to whether there were any projects that could use the funds in a timely fashion. Ms. Vetter reported that both Fuquay-Varina and Zebulon have projects that were submitted in previous

LAPP rounds that could be ready to obligate the funding in a timely fashion.

Ms. Vetter also presented two options for dealing with the projects that were not able to meet obligation timelines. Those projects could be deprogrammed from the TIP, meaning they would have to compete for LAPP funding again in the future; or those projects could be reprogrammed using LAPP funds from the future, resulting in fewer funds available in future rounds of LAPP.

Member Will Allen stated that the flexible administration cap for approvals appears to be optimal among these options, assuming the Board has confidence in the staff's ability to make good decisions with this authority. Ms. Vetter explained the benefits of that option, including that projects would not have to wait for a Board meeting to continue moving forward. Chris Lukasina, Executive Director, noted that this flexibility would only be applied to additional funding on already-approved projects, and would not be used toward projects that had not already been awarded through the LAPP program.

Member Neena Nowell asked how the 50/50 rule would be applied. Ms. Vetter reiterated that if projects come in for additional funding due to high bids, the LAPP program typically awards those extra funds as 50% federal, requiring a 50% match. Mr. Lukasina noted that this is an effort to ensure that good cost estimates are being provided with LAPP applications. Ms. Vetter stated that if we allow those additional funding requests to move forward with only 20% local match, that would allow additional federal funds to be used, thus protecting them from rescission.

Member Nancy McFarlane asked if we could retroactively apply the 80/20 match to existing projects that were not requesting additional funds. Mr. Lukasina reminded the Board that one of the intents of the LAPP program overall was to bring additional funding into transportation in the region, and not to supplant local funds. He noted that the first several options presented by Ms. Vetter really get at protecting the federal funds allocated to CAMPO, while the last two options get at protecting the projects funded through the program.

Member James Roberson asked when the obligation deadline is. Mr. Lukasina said it is technically September 30, 2019, but that the window to submit things into that federal pipeline usually closes in the first week of September.

Member Frank Eagles asked why we are in this position, and whether the projects being submitted through LAPP were not actually shovel-ready, as they were supposed to be. Mr. Lukasina responded that we have use-it-or-lose-it funding that must be applied each year to projects. CAMPO Staff reviews projects as they are submitted, and sometimes screens out projects that have unrealistic funding assumptions or schedule assumptions. Some projects that do end up getting funded have delays. Some of those delays are unavoidable, but some delays are absolutely avoidable. He gave an example of a project in Cary that was being delayed because of wetlands issues, but the project from the start had been planned through a wetland, so that delay could have been foreseen. He noted that Cary staff worked hard to overcome that delay and still deliver the project. He also noted that at the end of each federal fiscal year, the Board has traditionally allowed projects that didn't reach their obligation deadline to pass on to the next year. That is a fine option and has helped projects that were almost to the point of obligation and just needed an extra month or two, but that is an option that is not available when there is a rescission at hand. Mr. Eagles asked if there were repeat offenders that were causing these issues. Mr. Lukasina noted that a new rule implemented in LAPP this year was that if a member has a project that is late on meeting its obligation timeline, that member has one less submittal slot to submit a new project.

Member Sig Hutchinson asked about the potential to fund other shovel ready projects. Ms. Vetter noted that there were several projects that had been scored in LAPP, including one in Zebulon that was the top-scoring un-funded project in the previous call for projects. Mr. Lukasina added that he had received a letter from Fuquay-Varina stating that they had several projects ready to use the funding, including the Park Depot Greenway that had been unsuccessful in LAPP in previous years.

Mr. Lukasina stated that the Board did not have to make decisions today, although if they did want to consider some of the options on the table today they could. He said that in April and May the Board will likely need to make some tough calls, and the staff was looking for feedback on how to present scenarios for consideration in the coming months.

The Board agreed to discuss this issue further at the April meeting when more concrete scenarios were available.

Member Will Allen made a motion to adopt the temporary waiver of the Administrative Approval cap; second made by Member Frank Eagles. Motion carried unanimously.

Member Neena Nowell made a motion to temporarily suspend the 50/50 match rule for additional funding requests; second made by Member Frank Eagles. Motion carried unanimously.

Member TJ Cawley made a motion to flex funds to transit. Mr. Lukasina clarified that the decision to flex funds did not need to be made until May or June, and suggested this option wait until we have a more clear picture in the next month or two on how much may need to be flexed, and what it could be used for. Member TJ Cawley withdrew his motion.

7.3 Southwest Area Study - Status Update

Kenneth Withrow, MPO Staff

Requested Action: Receive as information**Attachments:** [Public Workshop 2 - Invitation Flyer](#)

Mr. Kenneth Withrow, MPO Staff reported on this item.

Mr. Withrow stated that the Capital Area Metropolitan Planning Organization (CAMPO) and the North Carolina Department of Transportation (NCDOT) have embarked on the development of an update to the original Southwest Area Study that will address the changes in land use and transportation in the area since 2012 and serve to inform the 2050 Metropolitan Transportation Plan (MTP).

Mr. Withrow presented the four guiding principles of Livability, Mobility and Accessibility, Technology and Sustainability, comparison charts from 2008 to today and information regarding transit, active modes, safe routes to schools, roads and cars, hot spot locations and grade separations.

Mr. Withrow reviewed that this study is managed by CAMPO and using the consulting firms Ramey-Kemp & Associates, Stantec, and City Explained, Inc. Over the past year extensive work has been done and meetings have occurred to review land use, policy and transportation proposals. The recommendations will be reviewed at the April 23, 2019 workshop and online. Mr. Withrow stated that the draft report will be released in June. The formal public comment period will run from June to August, and the presentations to local boards will be from July to August. CAMPO's endorsement of the plan will occur on August 21, 2019. Mr. Withrow emphasized that public outreach has also served as a major component of the planning process.

The Southwest Area Study Status Update was received as information.

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

Lisa Blackburn, MPO Staff

Requested Action: Receive as information.**Attachments:** [FY 19 Projected Budget QTR 2](#)

The Operating Budget was included as an attachment. No comments or questions were received.

The Operating Budget - FY 2019 was received as information.

8.2 **Member Shares - FY 2019**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 19 Projected Member Dues QTR 2](#)

The Member Shares Report was included as an attachment. No comments or questions were received.

The Member Shares - FY 2019 was received as information.

9. Informational Item: Project Updates

9.1 **Project Updates**

Requested Action: Receive as information.

Attachments: [Project Updates](#)

The Project Updates Report was included as an attachment. No comments or questions were received.

The Project Updates report was received as information.

10. Informational Item: Staff Reports

CAMPO Executive Director Chris Lukasina noted that the Triangle Bike workshop will be held at the Apex Arts Center next month. Mr. Lukasina reiterated that the NCAMPO conference will be held from April 24-26, 2019 in Charlotte and provided registration information.

TCC Chair - absent

NCDOT Transportation Planning Division - absent

NCDOT Division 4 - no report.

NCDOT Division 5 - Mr. Joey Hopkins stated that there will be a Greater Raleigh Transportation Fair at the McKimmon Center on May 6, 2019, and encouraged attendance.

NCDOT Division 6 - absent

NCDOT Rail Division - absent

NC Turnpike Authority - Mr. Keith Holliday stated that the 540 project is making good progress. Mr. Holliday announced that, due to personal issues he will be retiring next month. Chair Weinbrecht thanked Mr. Holliday for his service and dedication.

The Staff Reports item was received as information.

11. Adjournment

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

A motion was made by Member Lewis Weatherspoon, seconded by Member Will Allen that the meeting be adjourned. The motion carried by unanimous vote.

Upcoming Meetings/Events

*Capital Area MPO TCC Meeting April 4, 2019
One Bank of America Plaza 10:00 - noon
421 Fayetteville Street, Suite 203
Raleigh, NC 27601*

*Capital Area MPO TAC Meeting April 17, 2019
One Bank of America Plaza 4:00 - 6:00
421 Fayetteville Street, Suite 203
Raleigh, NC 27601*

*NCAMPO Conference April 24-26, 2019
Charlotte, NC 4:00 - 6:00*

*Capital Area MPO TCC Meeting May 2, 2019
One Bank of America Plaza 10:00 - noon
421 Fayetteville Street, Suite 203
Raleigh, NC 27601*

*Capital Area MPO TAC Meeting May 15, 2019
One Bank of America Plaza 4:00 - 6:00
421 Fayetteville Street, Suite 203
Raleigh, NC 27601*