

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

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

Wednesday, January 15, 2020

4:00 PM

Conference Room

1. Welcome and Introductions

Chair Weinbrecht welcomed everyone to the meeting and asked if there were any new introductions to be made. The following individuals introduced themselves:

Mayor Jacques Gilbert - Town of Apex

Mayor Bob Smith - Town of Angier

Commissioner Ronnie Currin - Town of Rolesville

Commissioner Scott Brame - Town of Youngsville

Mayor Mary-Ann Baldwin - City of Raleigh

Present: 16 - William Allen III, Mary-Ann Baldwin, Scott Brame, John Byrne, TJ Cawley, Ronnie Currin, Joe Geigle, Jacques Gilbert, Michael Grannis, Vice Chair Sig Hutchinson, Board Member Vivian Jones, Dick Sears, Bob Smith, Board Member Harold Weinbrecht, Art Wright, and Darius Sturdivant

Absent: 14 - Valerie Jordan, Catherine Knudson, RS "Butch" Lawter, Ken Marshburn, Bob Matheny, Matt Mulhollem, Neena Nowell, Howard Penny, James Roberson, Perry Safran, Michael Schriver, Edgar Smoak, Gus Tulloss, and Virginia Gray

2. Adjustments to the Agenda

There were no adjustments to the agenda.

3. Ethics Statement:

Vice Chair Sig Hutchinson read the 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." No members of the Executive Board identified issues with conflicts during this meeting.

The following information from the Ethics Commission for 2020 was then shared by Executive Director Chris Lukasina:

Executive Board members and alternates are required by law to file certain financial disclosures called the Statement of Economic Interest (SEI) and Real Estate Disclosure (RED) forms with the State Ethics Commission.

These two forms are due within 60 days of appointment and then every year thereafter.

Failure to file may result in fines of up to \$500 annually for an Executive Board member.

*As of 2019, the State Ethics Commission has a new electronic filing system:
<https://ef.ncsbe.gov/>*

This information was included in the previous agenda distribution emailing. A handout was also provided with full information and instructions for completing the forms.

Mr. Lukasina stated that the information would be sent out via email again the following day.

4. Public Comments

Chair Weinbrecht opened Public Comments. No members of the public were present to speak. Chair Weinbrecht closed Public Comments.

5. Consent Agenda

A motion was made by Member Vivian Jones, seconded by Member Will Allen to approve all items on the Consent Agenda. The motion carried by unanimous vote.

5.1 **Contracts: Triangle Bikeway Implementation Plan and Northeast Area Study Update**

Shelby Powell, MPO Staff

Requested Action: Approve the contracts for the Triangle Bikeway Implementation Plan and the Northeast Area Study Update, and authorize the Executive Director to execute said contracts.

Attachments: [Staff Report](#)
[Triangle Bikeway Implementation Study - Contract](#)
[Triangle Bikeway Implementation Study - Scope](#)
[Northeast Area Study Update - Contract](#)
[Northeast Area Study Update - Scope](#)

5.2 Executive Board 2019 November Draft Minutes.

Attachments: [MeetingMinutes-20-Nov-2019-Draft](#)

End of Consent Agenda

6. Regular Agenda

6.1 Elections: Executive Board Chair and Vice Chair, 2020

Chris Lukasina, MPO Director

Requested Action: Conduct elections for a Chair and Vice Chair for 2020.**Attachments:** [Staff Report](#)

According to the Executive Board Bylaws, the positions of Chair and Vice Chair are to be elected during the first meeting of each calendar year. Chair and Vice Chair serve for one year terms, for a maximum of three consecutive terms.

Current Chair Harold Weinbrecht has served for two terms. Current Vice Chair Sig Hutchinson has served for two terms. Chair Weinbrecht expressed appreciation for his past experiences with the board and stated it was his wish to provide someone else with the opportunity for 2020. He opened the nomination process for Executive Board Chair. Vice Chair Hutchinson's nominated was approved. Former Chair Weinbrecht closed the Chair nomination process and vacated the seat.

Newly appointed Chair Hutchinson opened the nomination process for Vice Chair. After the nomination and approval process, a motion was made by Member Michael Grannis, seconded by Member Harold Weinbrecht to close the nomination process. Newly appointed Vice Chair Vivian Jones assumed the role at this point.

A nomination was made by Member John Byrne, seconded by Member Dick Sears to nominate Vice Chair Sig Hutchinson as Executive Board Chair for 2020. The nomination and election of Sig Hutchinson as Chair were approved unanimously.

A nomination was made by Member Will Allen III, seconded by Member John Byrne to nominate Member Vivian Jones as Executive Board Vice Chair for 2020. The nomination and election of Vivian Jones as Vice Chair were approved unanimously.

6.2 Greater Triangle Commuter Rail Alternatives Analysis Preliminary Results

Bret Martin, CAMPO Staff and Katharine Eggleston, GoTriangle Staff

Requested Action: Receive as information

Attachments: [Staff Report](#)

Mr. Bret Martin, CAMPO Staff provided a short overview of the deliverables of the Greater Triangle Commuter Rail Alternatives Analysis, and introduced Ms. Katharine Eggleston from GoTriangle Staff, who reported on this item.

Ms. Eggleston reiterated that the ultimate goal of the study is to equip GoTriangle and its regional partners with more detailed information on the productivity, feasibility, and project delivery requirements of a commuter rail project within the North Carolina Railroad corridor between Mebane and Selma.

Ms. Eggleston mentioned that the focus of the January update is to provide an overview of results from various service scenarios evaluated to date, including infrastructure requirements, cost, and ridership for each. Further, Ms. Eggleston reviewed various project metrics for each scenario, particularly those used for federal funding eligibility scoring, and reviewed how the cost and ridership of the studied scenarios compare to commuter rail peers nationwide. Ms. Eggleston mentioned that subsequent updates and decision points will come to the Executive Board in the coming months, including updates to project scenarios and associated metrics, project risk assessment information, and details of a memorandum of understanding for early project development activities.

Ms. Eggleston stated that while the North Carolina Railroad is built for the service it currently offers, added capacity, including commuter rail, would require additional infrastructure, including added tracks for all of the scenarios evaluated.

Ms. Eggleston explained that for ridership, which requires further refinement, multiple tools are in use, including detailed testing for various input parameters, consideration for factors that affect park-and-ride usage and mode shift (fixed guideway factors). She mentioned that further vetting to identify/address anomalies in base data will be done.

It is anticipated that discussions on next steps for potential project implementation will continue with the TCC and Executive Board beyond January that will ultimately lead to a decision on when, how, and to what extent a project within the corridor will be studied further.

Ms. Eggleston reviewed the potential ratings for various scenarios in terms of federal funding eligibility and competitiveness. She noted that a medium rating is the minimum for achieving funding through the Small Starts program. She noted that scenarios with very high costs and scenarios with very low service do not appear to score well in the rating system.

Member Bob Smith inquired about whether assumptions for bus services that could feed the commuter rail were considered in the study. Ms. Eggleston replied that the current ridership model had not attempted to address this, but if it moves forward for further study and implementation, it would be a consideration.

Member Harold Weinbrecht asked about the growth rate assumptions for evaluated

scenarios. Ms. Eggleston explained that the assumptions used are the assumptions that inform the MPO's adopted travel demand model 2040.

Member Harold Weinbrecht asked whether any level of commuter rail service could be implemented along the corridor with the existing track infrastructure. Ms. Eggleston explained that in order for commuter rail to have the reliability expected by users, the additional infrastructure would be needed to keep that reliability within a reasonable range of confidence. Member Will Allen stated that any new track would be used for all trains and that any new track would not be dedicated specifically to commuter rail.

Member Michael Grannis asked about what next steps for the project may look like for Johnston County to have a necessary revenue source in place. Ms. Eggleston stated that Johnston County would need to assemble a sizable revenue source to make the segment of a project work there but mentioned that it is possible to carry forward consideration of the Johnston County extent of the corridor as a future additional project phase.

Chair Hutchinson inquired about an MOU update. Ms. Eggleston stated that they are working towards finalizing goals, priority tasks, and associated language. Once completed, it will be brought to the Board for its consideration for CAMPO to enter into the MOU, with the target for that being March, 2020. Member Michael Grannis asked if a copy would be made available on a website, which Mr. Lukasina confirmed that it would be added to the CAMPO website on January 16th.

The Greater Triangle Commuter Rail Alternatives Analysis Preliminary Results Report was received as information.

6.3 FY 2021 Draft Wake Transit Work Plan

Bret Martin, CAMPO Staff

Requested Action: Receive as information**Attachments:** [Staff Report](#)

Mr. Bret Martin, CAMPO Staff reported on this item.

At its January 15, 2020, regular meeting, the Wake County Transit Planning Advisory Committee (TPAC) made the decision to release a draft FY 2021 Wake Transit Work Plan to be reviewable for agency and public review and comment from January 22, 2020 through February 29, 2020.

Mr. Martin explained that when the original agenda packets were made available, a draft of the work plan document was not included. Staff will send a link to the document when it is made available for public comment.

Following the February 21st public comment period deadline, the TPAC is scheduled to finalize a recommended FY 2021 Wake Transit Work Plan at its April 22nd meeting for consideration by both CAMPO and the GoTriangle Board of Trustees in May or June. Annual Wake Transit Work Plans contain 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.*

Mr. Martin provided a high-level detailed report of the contents of the Draft FY 2021 Wake Transit Work Plan, which included changes to cost and schedule assumptions for major capital projects and their impact on overall plan implementation. Mr. Martin highlighted several projects under consideration, including bus service expansion for GoRaleigh and GoTriangle.

The FY 2021 Draft Wake Transit Work Plan was received as information.

6.4 FY 2019 Wake Transit Annual Report

Bret Martin, CAMPO Staff and Steven Schlossberg and Mike Charbonneau,
GoTriangle Staff

Requested Action: Receive as information

Attachments: [Staff Report](#)

[Attachment 1 - FY 2019 Wake Transit Annual Progress Report](#)

[Attachment 2 - FY 2019 GoT CAFR](#)

Bret Martin, CAMPO Staff provided a brief overview of the FY2019 Wake Transit Annual Report and introduced Steven Schlossberg, GoTriangle Staff who reported on this item.

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. These annual reports 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 2019 for presentation to the TCC, Executive Board and Wake County Board of Commissioners. The FY 2019 Wake Transit Annual Report is provided as Attachment 1, and the FY 2019 Comprehensive Annual Financial Report (CAFR) for the Wake Transit annual operating and capital funds is provided as Attachment 2.

Mr. Schlossberg reported that Wake County has more than a million residents, and that number grows by more than 60 people a day. In 2016, Wake County voters approved a half-cent transit-designated sales tax to invest in the Wake Transit Plan. By 2027, the plan should triple countywide bus services, increase the number of routes running every 15 minutes or less and add bus rapid transit and commuter rail systems.

Mr. Schlossberg stated that funding allocated in fiscal year 2019 helped expand bus service throughout Wake County, further linking colleges and universities, employment centers, medical facilities, dense residential areas, Raleigh-Durham International Airport and downtowns. Weekend and evening service was increased, stops were improved and additional demand-response trips were provided to elderly, disabled and rural Wake County residents.

Mr. Schlossberg shared that long range goals include plans to connect the region, connect all Wake County communities, create frequent and reliable urban mobility, and to enhance access to transit. Mr. Schlossberg highlighted the Youth GoPass program, and stated that after its late summer launch, more than 6,600 youths ages 13 to 18 signed up during fiscal year 2019.

Mr. Steven Schlossberg reviewed financial information for FY 2019, including amounts and corresponding sources of revenue and expenditures.

\$92,496,302

Half Cent Sales Tax

\$6,470,828

\$ 7 Vehicle Registration Tax

\$4,258,283

Vehicle Rental Tax

\$2,901,820

Other Revenue

\$2,771,895

\$3 Vehicle Registration Tax

\$108,899,128

Total Revenue

Mr. Schlossberg noted that the FY20 Wake Transit Budget assumes \$92.1 million dollars in revenue.

Mr. Schlossberg concluded his presentation by providing links to the Wake transit plan, the complete progress report and the complete GoTriangle comprehensive annual financial report.

The FY 2019 Wake Transit Annual Report was received as information.

6.5 Federal Rescission and Prior Year LAPP Projects Update

Gretchen Vetter, CAMPO Staff

Requested Action: Consider allowing City of Raleigh Leesville Safe Routes to School and Crabtree Creek Greenway prior year LAPP projects to continue with LAPP funding.

Attachments: [Staff Report](#)
[LAPP Unobligated Funds report January 2020](#)

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

Ms. Vetter reviewed the most current SPOT project suspension list and reiterated potential delays for LAPP projects. A full list was provided in an additional handout. These include:

SPOT Preliminary Engineering Suspension:

Changes Since November 19, 2019 List:

PE to Restart in January

-B-5684: US 401 (Capital Blvd), Replace bridge 910146 over Crabtree Creek in Raleigh

-U-5307A: US 1 from I-540 to north of Durant Road

-U-5751: NC 55/NC 42 at US 401 in Fuquay-Varina

PE to Restart in February

-BR-0050 Bridge 910172 and 910175 on US401 over Atlantic Ave

-I-5701 I-40/US 64; FROM I-440/US 1/US 64 TO SR 1370 (Lake Wheeler Road)

-I-5703 I-40 AND I-440/US 1/US 64 Reconstruct Interchange

-P-5718 CSX crossing at NE Maynard Road

-P-5734 Rail Crossing at Trinity Road

Ms. Vetter presented the LAPP project delays as a directive from the NCDOT Chief Engineer's office, which include:

-LAPP Projects will not be allowed to request Funding Authorization, and Construction Bids will not be awarded until at least May 2020 due to cash flow issues.

-LAPP Project Managers Notified Via Phone

-Projects May Continue if Local Jurisdiction Commits to Defer Reimbursement

-CAMPO Staff to Collect Feedback and Questions to Submit to NCDOT Division 5 and Chief Engineer's Office

A discussion occurred regarding the nature of these project delays and how common delays happen. Joey Hopkins of NCDOT Division 5 explained that these delays are very uncommon and are generally occurring because of the way federal funding has been distributed in the past few years. Mr. Hopkins explained further that the federal funding that NCDOT is awarded for a given fiscal year used to be awarded at one lump sum at the beginning of the year, but now is being distributed in pieces throughout the year. This has required NCDOT to take on the costs of some projects until the next portion of federal funding is awarded to the State. This additional financial burden has pushed the State close to the floor of their cash balance reserve, which has caused the Department to halt projects until additional Federal funding is awarded.

Member Ronnie Currin asked if had anything to do with the recent government shutdowns experienced at the Federal level. Mr. Hopkins said no, that did not affect it. The main

issue is how the budget is currently given out.

Member Harold Weinbrecht inquired if CAMPO has noticed a lot of projects opting to defer reimbursement for their LAPP projects to the May 2020 expected date. Ms. Vetter noted that most projects that are ready to move forward at this time have submitted to defer reimbursement. She noted that not all projects need to complete this step at this time, as it is only for projects that are ready to continue to the next phase of work, so there are still a lot of projects that do not need to address this issue yet.

Ms. Vetter then reviewed issues around the federal rescission and prior year LAPP projects.

She stated that the Federal rescission scheduled for July of 2020 has been officially cancelled. While the federal rescission is cancelled, CAMPO still will be seeing effects from the rescission.

Ms. Vetter reviewed the CAMPO fund balance at the end of Federal Fiscal Year 2019 and stated that the CMAQ funds total approximately 3.2 million dollars and STPDA funds total approximately 4.8 million dollars. She noted that even though the federal rescission was cancelled, the remaining \$3.2 million of CMAQ funding was taken and protected by NCDOT prior to the end of FFY2019 and CAMPO will not be getting those funds back.

Other effects of the federal rescission include the CAMPO Executive Board action taken in August, 2019 regarding prior year projects.

Prior Year LAPP Project Determination

- FFY2019 projects have until the end of FFY2020 to request funding authorization.
- FFY2018 and prior year projects had until the end of the first quarter of FFY2020 (December 31, 2019) to request funding authorization.
- Projects that do not reach their respective deadlines must have Executive Board approval to request funding authorization; otherwise, the project will be deprogrammed.

Ms. Vetter shared that CAMPO future funding implications are contingent on: project delays, prior year project liability, additional funding requests, future programming.

Ms. Vetter shared information regarding two unobligated prior year LAPP projects that missed their December 31, 2019 deadline and were ready to request Executive Board permission to continue with their projects. These are:

City of Raleigh Leesville Safe Routes to School

- FFY2016
- Major delays due to issues with Wake County Public Schools on Right of Way
- 90% plans submitted 2016
- 2016- late 2018 ROW Issues
- Late 2018- project transferred to City Roadway and Design Unit. Work to resubmit plans and certifications began.

City of Raleigh Crabtree Creek Greenway

- FFY2017
- Major delays due to a need to revise plans that added a suspension bridge to project
- Early Plans and NEPA Documents submitted in 2017
- 2017-2018: project learns of need to revise plans and works on revisions
- 2019: updated plan review and ROW activities

A motion was made by Member Will Allen III, seconded by Member Mary-Ann

Baldwin to allow City of Raleigh Leesville Safe Routes to School and Crabtree Creek Greenway prior year LAPP projects to continue with LAPP funding. The motion passed by unanimous vote.

6.6 FY2021 Locally Administered Projects Program Investment Mix

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as Information.

Attachments: [Staff Report](#)

[LAPP FY2021 Recommended Investment Mix](#)

[LAPP Selection Panel Meeting Overview](#)

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

Ms. Vetter stated that in August 2019, the NC Capital Area MPO's Executive Board opened a call for projects to identify and program available FFY 2021 Locally Administered Projects Program (LAPP) funds. The call for projects resulted in submission of 40 eligible projects for consideration.

Ms. Vetter reported that the Executive Board also approved a target modal investment mix of 65 percent roadway, 27 percent bicycle & pedestrian, and 8 percent transit to help guide development of a recommended FFY 2021 investment program totaling \$25 million, including CMAQ. Projects were reviewed for funding eligibility and scored based on the adopted LAPP prioritization criteria by CAMPO staff.

Ms. Vetter reviewed the project selection process steps:

- Staff seeks applicant clarification only to confirm eligibility and clarify project details*
- Eligibility Concerns: Federal Aid Eligible, MTP Compliant, Shovel Ready, etc.*
- Administrative Concerns: Reasonable Schedule, Required Materials, etc.*

LAPP Selection Committee discusses evaluation philosophy, including:

- Serving as an external reasonable check.*
- Raising questions: Has the applicant covered their bases?*
- Recommending approaches to implementation to improve the outcomes.*
- LAPP Selection Committee reviews eligible FFY 2021 LAPP project submissions.*

All projects are expected to score at least 50% of the points awarded to the top-scoring project in each mode.

If a project does not, Selection Committee determines if the project should be funded or if the funds from that modal mix element should be reallocated to another modal mix element to fund higher-scoring projects.

Ms. Vetter reviewed the recommended LAPP projects for FFY2021, which included fully funding the top four roadway, bike/ped, and transit projects and partially funding the fifth scoring transit project. The Selection Panel's recommended investment mix ended up as 69% roadway, 21% bike/ped, and 10% transit. Additional information on the Selection Panel's process in determining their recommended mix was included in a write-up in the attachments for the item.

The Selection Panel recommended fully-funding the top four roadway projects submitted: Town of Rolesville's Burlington Mills Road Realignment, The City of Raleigh's Old Wake Forest Road – North, Town of Holly Springs Holly Springs Road - Phase II, and Wendell Boulevard Wendell Falls Parkway Intersection Project. This totals \$17,223,248.

The Selection Panel then recommended fully funding the top four bike/ped projects:

Town of Apex West Chatham Street Sidewalk, Town of Rolesville Main Street Corridor Improvements, Town of Wendell Wendell Boulevard Sidewalk Project, and Town of Holly Springs Avent Ferry Road Sidewalk Connectors, totaling \$5,159,401.

The Selection Panel recommended to fully fund the top four transit projects and offer \$787,737 as partial funding to the fifth-scoring transit project in that mode. The projects recommended for funding in order are: GoApex Route 1 Bus Stop Improvements, GoTriangle Bus on shoulder on I540 and I40, Go Cary 3 Sidewalk Connections to GoCary Transit Service, GoTriangle Improvements at 13 bus stops, and GoRaleigh Enhanced Transfer Points (6 site locations), totaling \$2,617,351.

Ms. Vetter confirmed that the draft FFY 2021 LAPP Investment Program posted January 17 2020 through February 16, 2020. A public hearing has been scheduled for the February 19, 2020 Executive Board meeting.

The FY2021 Locally Administered Projects Program Investment Mix was received as information.

6.7 Unified Planning Work Program & MPO Self-Certification FY 2021

Shelby Powell, MPO Staff

Requested Action: Receive as information.**Attachments:** [Staff Report](#)
[Draft FY 2021 Unified Planning Work Program](#)

Ms. Shelby Powell, CAMPO 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. 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 21. These include the completion of the update of the Northeast Area Study, the completion of the Triangle Bikeway Implementation Plan, and Wake Transit-specific projects for developing better online visualization for Wake Transit implementation projects for the website and completing the update to the Wake Transit Vision Plan. Ms. Powell emphasized the Web Visualization Interface as a very useful tool for all.

Ms. Powell reminded the Board that they had just approved signing contracts for the Triangle Bikeway and Northeast Area Study Updates earlier on the agenda and reported that the Wake Transit Plan currently slated through 2027 and the UPWP contains Wake Transit Vision Plan update to extend the horizon year to 2030.

Ms. Powell stated that new studies to begin in FY 2021 are proposed to include a regional Bus on Shoulder study for the Triangle region, a US 401 Corridor Study in southern Wake and northern Harnett Counties, the Western Wake ITS study to develop a guidebook to coordinate implementation of coordinated signal systems and ITS infrastructure, and Phase II of the Fayetteville-Raleigh Rail Corridor Study. The UPWP also includes funding to update the MPO's Strategic Plan in anticipation of MPO boundary and membership changes resulting from the 2020 Census. Several studies included here will depend on outside funding from partner agencies.

She explained that the MPO Self-Certification is a questionnaire designed to determine whether the MPO is performing activities in a manner consistent with federal requirements.

Ms. Powell noted that the anticipated overhead fees for Lead Planning Agency City of Raleigh in FY 21 is \$225,000 and anticipated per capita share is \$0.55 for members.

Ms. Powell stated that the draft FY 2021 UPWP and MPO Self-Certification will be open for public comment from January 17, 2020 through February 16, 2020, and that a public hearing is scheduled for the February 19, 2020 Executive Board meeting.

The Unified Planning Work Program & MPO Self-Certification was received as information.

7. Informational Item: Budget

7.1 **Member Shares FY 2020**
Lisa Blackburn, MPO Staff

Requested Action: Receive as Information

Attachments: [FY 20 Projected Member Dues QTR 2](#)

The Member Shares Report was included in the agenda packet.

The Member Shares Report was received as information.

7.2 **Operating Budget - FY 2020**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 20 Projected Budget QTR 2](#)

The Operating Budget Report was included in the agenda packet.

The Operating Budget Report was received as information.

8. Informational Item: Project Updates

8.1 Executive Board January 2020 Project Updates

Requested Action: Receive as information.

Attachments: [Exec Brd Project Updates Jan 2020](#)

The Project Updates were included in the agenda packet.

The Project Updates item was received as information.

8.2

Attachments: [Public Engagement Updates Exec. Board Jan. 2020 FINAL](#)

The Public Engagement Updates were included in the agenda packet.

The Public Engagement Updates item was received as information.

9. Informational Item: Staff Reports

CAMPO Executive Director Chris Lukasina stated that:

-The Joint MPO meeting with DCHC will be held on January 30, 2020 in the Apex Town Hall and will start at 9:00 a.m. Prior to the meeting, a light breakfast will be available at 8:30 a.m.

-The annual MPO 101 training will be held on February 21, 2020 in the CAMPO office, conference room A, and will begin at 8:30 a.m. Mr. Lukasina reminded all that RSVP's are needed, and that more information would be sent out via email tomorrow. Member Harold Weinbrecht inquired about the possibility of videotaping the training. Mr. Lukasina responded that a web broadcast had been done before with limited success, but that it was something that could be explored. Deputy Director Shelby Powell stated that CAMPO staff could provide on-site summary briefings if requested.

-The Executive Board made a request that staff develop consistent measures to better predict overhead costs with the City of Raleigh as CAMPO's lead planning agency (LPA). As background, the Executive Board has set a cap of \$100,000 on overhead costs for the UPWP. This year costs are projected to be close to \$225,000 and would require the Executive Board to take action to waive the cap in order to fund the overhead costs. As this is a continuing issue, CAMPO staff will soon provide to the TCC and Executive Board some viable options for dealing with this issue in the future.

-In order to ensure accurate delivery of information, Mr. Lukasina provided a list of current email addresses for the Executive Board, and asked that they 1) confirm accuracy and 2) add a secondary email address if desired.

TCC Chair - no report.

NCDOT Transportation Planning Division – Member Phil Geary asked everyone to please share information with their networks about the NC Moves 2050 update and online survey.

NCDOT Division 4 - absent.

NCDOT Division 5 - absent.

NCDOT Division 6 - no report.

NCDOT Rail Division - absent.

NC Turnpike Authority - absent.

The Staff Reports item was received as information.

10. Adjournment

Upcoming Meetings/Events

<i>Joint CAMPO/ DCHC Boards Mtg Apex Town Hall</i>	<i>January 30, 2020 9:00 a.m.</i>
<i>Capital Area MPO TCC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>February 6, 2020 10:00 - noon</i>
<i>Capital Area MPO TAC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>February 19, 2020 4:00 - 6:00</i>
<i>Capital Area MPO TCC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>March 5, 2020 10:00 - noon</i>
<i>Capital Area MPO TAC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>March 18, 2020 4:00 - 6:00</i>