

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

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

Wednesday, November 18, 2020

4:00 PM

Conference Room

1. Welcome and Introductions

Notice: In order to protect the safety of the public, MPO partners, and staff during the COVID-19 States of Emergency, CAMPO is converting all meetings to a remote electronic format for the duration of the States of Emergency. The conference rooms and CAMPO Office are closed to meetings. Login information for each meeting can be found on both the homepage calendar and our Virtual Meeting Logistics webpage. This information was provided to the Executive Board Members and Alternates via email a week prior to the meeting.

Chair Hutchinson welcomed everyone and asked if there were any new introductions to be made. There were no new members to be introduced. He explained the logistics and planned course of action for the virtual meeting. Chair Hutchinson reviewed the opportunities that would arise during the meeting for any member of the public who wished to speak.

Each Executive Board member or alternate was asked to orally confirm attendance.

Present: 18 - William Allen III, Shannon Baxter, Scott Brame, Corey Branch, John Byrne, Ronnie Currin, Joe Geigle, Jacques Gilbert, Michael Grannis, Virginia Gray, Chair Sig Hutchinson, Vice Chair Vivian Jones, RS "Butch" Lawter, Ken Marshburn, Shaun McGrath, Vicki Scroggins-Johnson, Dick Sears, and Board Member Harold Weinbrecht

Absent: 10 - Grady Hunt, Valerie Jordan, Catherine Knudson, Melvin Mitchell, Matt Mulhollem, Neena Nowell, James Roberson, Michael Schriver, Bob Smith, and Art Wright

2. Adjustments to the Agenda

There was no adjustment to agenda.

3. Ethics Statement:

Vice Chair Vivian Jones 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 via presentation slide:

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.

4. Public Comments

Chair Hutchinson opened Public Comments and explained the parameters of this format.

A public comment was submitted prior to the deadline and is included in the next section.

Mr. Joe Milazzo stated that the annual RTA meeting would be held tomorrow online from 11:00-11:30. He added that the registration would remain open until 9:00 p.m. tonight and the cost was \$35.00.

As there were no further members of the public who wished to speak, Chair Hutchinson closed Public Comments.

Public Comment - E. Danilov

Bonnie Parker/Gretchen Vetter

Requested Action: Receive as information.**Attachments:** [Public Comment. E Danilov. 11.04.2020](#)
[Public Comment. E Danilov. 11.04.2020 Attachment ltr NCDOT](#)

Mr. Danilov sent an email to the "CAMPO comments" inbox sharing concerns regarding the Phase III Extension of the Higgins Greenway in Cary (TIP ID: C-5604ID). While this is a LAPP project, neither the program or project are anticipated to be on any upcoming Executive Board agendas for discussion or action. CAMPO staff are sharing it for your information as a general public comment at this time. It will be filed with both the LAPP and SPOT programs and included as appropriate in future Board activities.

CAMPO Executive Director Chris Lukasina said that there is no Executive Board action associated with this project, nor is there any pending.

5. Consent Agenda

A motion was made by Member Will Allen III, seconded by Alternate Corey Branch to approve all items on the Consent Agenda. The motion carried by unanimous vote.

5.1 Executive Board October 2020 Meeting Minutes Draft**Requested Action:** Approve the Executive Board October 2020 Meeting Minutes Draft**Attachments:** [Executive Board Meeting Minutes - Oct. 21, 2020](#)

This Minutes was approved.

5.2 **2045 Metropolitan Transportation Plan Amendment**
Air Quality Conformity Determination
Chris Lukasina, CAMPO Staff**Requested Action:** Consider approval of the amendment to the 2045 MTP and Air Quality Conformity Report.**Attachments:** [Staff Report](#)
[CAQ Conformity Amendment Form](#)
[Map 1](#)
[Map 2](#)
[Map 3](#)

This MTP Item was approved.

5.3 Locally Preferred Alternative for Wake Bus Rapid Transit: Western Corridor

Bret Martin, MPO Staff

Requested Action: Adoption of the locally preferred alternative (LPA) for the Wake Bus Rapid Transit: Western Corridor.

Attachments: [Staff Report](#)
[Attachment A - Map of Western BRT Corridor Alignment Alternatives](#)
[Attachment B - Map of Western BRT Proposed LPA](#)
[Attachment C - Western BRT LPA Draft Executive Board Resolution](#)

This Miscellaneous Item was approved.

5.4 FY 21 Unified Planning Work Program - Amendment #1

Shelby Powell, CAMPO Staff

Requested Action: Adopt Amendment #1 of the FY 21 UPWP.

Attachments: [Staff Report](#)
[Resolution of Adoption - FY 21 UPWP Amendment #1](#)
[FY 21 UPWP Amendment #1](#)

This UPWP Item was approved.

5.5 Amendment #3 to FY2020-2029 Transportation Improvement Program

Gretchen Vetter, CAMPO Staff

Requested Action: Consider approval of Amendment #3 to the FY2020-2029 Transportation Improvement Program.

Attachments: [Staff Report](#)
[CAMPO Reprogrammed TIP August 2020](#)
[Changes from Adopted TIP to August 2020 Reprogrammed TIP](#)

This Informational Report was approved.

5.6 FY 2021 Wake Transit Work Plan - 1st Quarter Amendment Request

Bret Martin, MPO Staff

Requested Action: Approval of the FY 2021 Wake Transit Work Plan 1st quarter amendment request and authorization for the Executive Director to sign the applicable project-level agreement.

Attachments: [Staff Report](#)
[Attachment A - FY 21 Q1 Amendment Request Package](#)

This Miscellaneous Item was approved.

5.7 Contract: Western Wake Traffic Signal System Integration Study

Brandon Watson, MPO Staff

Requested Action: Review and approve the contract and scope for the Western Wake Traffic Signal System Integration Study, pending final administrative review and approval by NCDOT; and authorize the CAMPO Executive Director to sign the contract.

Attachments: [Staff Report](#)
[Western Wake Traffic Signal System Integration Study - Contract and Scope](#)

This Miscellaneous Item was approved.

5.8 US 401 Corridor Study - Contract Approval

Kenneth Withrow, MPO Staff

Requested Action: Review and approve the contract and scope for the US 401 Corridor Study, pending final administrative review and approval by NCDOT; and authorize the CAMPO Executive Director to sign the contract.

Attachments: [Staff Report](#)
[Contract - CAMPO and WSP - US 401 Corridor Study](#)

This Special Studies Item was approved.

End of Consent Agenda**6. Regular Agenda**

6.1 CAMPO Projects and Programs Funding Update

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as information.**Attachments:** [Staff Report](#)[Locally Administered Projects Program Funding Restart Approach
12-17-20](#)[LAPP Project Adjustment 12-17-2020](#)[Move Forward List 11-24-2020 by division](#)

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

Ms. Vetter provided a brief review regarding fund swapping. She reminded the Board that they voted in October 2020 to allow MPO staff to utilize this option at their discretion. The current mutually beneficial plan allows NCDOT to take \$10 million dollars of CAMPO's STBG-DA funding for FFY 2021, which frees up state funding and provides avenues to start LAPP projects without deferred reimbursement.

Ms. Vetter reiterated that NCDOT was now above the cash floor, which means some funding is starting to move for LAPP projects. She said that approximately \$5 million dollars has been allocated by NCDOT for these projects which can be reimbursed. She added that NCDOT's financial planning/budgeting could increase availability of funds for LAPP projects as well.

Ms. Vetter said that the August Redistribution was very successful for NCDOT this year and that North Carolina was awarded \$143 million dollars, \$55 million of which has been spent on converting projects from Advanced Construction to Obligated- primarily projects already under construction. The state has been able to use this to open up and obligate federal funding for several of the LAPP projects, which means that these projects have federal funding and can move forward within normal reimbursement parameters. Ms. Vetter announced that, while the future of transportation funding authorizations is still unknown, a Continuing Resolution was passed by the House and Senate (expires December 11, 2020) and that the resolution includes a clean, one-year extension of the FAST Act. We are currently receiving 19.3% of that resolution apportionment.

The CAMPO Projects and Programs Funding Update Report was received as information.

6.2 Wake Transit Vision Plan Update Progress Report

Bret Martin, MPO Staff

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

Mr. Martin reminded all that there have been some significant changes to Wake Transit revenue assumptions, due to economic uncertainty and decreases in sales tax collections brought on by the current CoVid-19 pandemic. He stated that they are in the process of updating the Wake Transit Plan which was originally adopted in 2016 and covered a ten year period through 2027. This update extends the horizon an additional three years, through 2030. Mr. Martin briefly reviewed what progress has been made to date. He said that in August through October the focus was on reprioritizing planned investments, due to the fiscal challenges. They are now focusing on reprogramming these planned investments. Final adoption of this updated plan is expected in March 2021. Mr. Martin added that there had been a robust public and stakeholder engagement during the reprioritization step, and that CAMPO plans to hold additional stakeholder engagement sessions tomorrow and Friday of this week.

Mr. Martin reviewed changes to the assumed budgeted revenues and compared the current fiscal situation to hurricane forecasting. He stated that, as with an impending hurricane there is a 'cone of uncertainty' surrounding the possible fiscal picture and future involving Wake Transit finances. Mr. Martin shared that a 'cone' was forecasted to show the expected range of revenue reductions, from the most conservative to most optimistic scenarios, and that the economic impacts of the pandemic have caused a sharp decline in revenue.

Mr. Martin shared projected revenue reduction data comparing assumptions made in February (pre-pandemic) to those made in October 2020 and discussed the past and projected revenue forecast from dedicated revenues through 2030. Based on this information and other market data, CAMPO and its Wake Transit partners were able to generate a set of revenue assumptions for the plan update. He added a positive note is that the current projection is slightly more optimistic than the previous most optimistic forecast.

Mr. Martin expressed that in August and September 2020 the public and targeted stakeholders were surveyed on several investment priorities and potential tradeoffs. He said there was good participation and that they came close to many of their participation goals for under-served populations, except for the youth group. Mr. Martin shared maps of home and work zip codes with regards to survey participation. For home zip codes, he emphasized that Wake Forest had tremendous participation as well as southeast Raleigh. Member Will Allen III commented that Vice Chair Jones' influence could clearly be seen. Vice Chair Jones replied that they attributed some of it to their large social media push. Alternate Corey Branch affirmed he had done the same for his area.

Mr. Martin presented information on stakeholders, which included:

- *Mayors/Council Members From:*
- *Apex*
- *Morrisville*
- *Wake Forest*
- *GoTriangle/CAMPO Board Member*
- *Garner Citizen*

- *Business Community Representatives*
- *Regional Transportation Alliance*
- *WakeUp Wake County*
- *Shaw University Administration*
- *Wake Tech Administration*
- *Wake County – Social and Economic Vitality*

He added that he felt some representation was missing that could have been valuable, especially from the urban core.

Mr. Martin provided more detail for the public engagement survey results which also reflected the differences in priorities and tradeoffs for the public versus stakeholders. In general, two areas: 1) ridership and productivity, and 2) speed/directness/fewer stops were favored over coverage/geographic access, and greater access/more stops. The two areas of between cities/towns and service were favored over within cities and infrastructure. The public and stakeholders were also asked to rank Wake transit service and infrastructure priorities. While both favored coverage and frequency for service, for infrastructure the public favored speed/reliability and connecting infrastructure, and the stakeholders favored speed/reliability and facilities.

Mr. Martin said that stakeholders were also asked to rank Wake transit service and infrastructure in terms of modal priorities. Their responses indicated:

- 1. Bus Rapid Transit*
- 2. Commuter Rail*
- 3. Coverage Bus Services*
- 4. High Frequency Bus Services*

Mr. Martin stressed again that, of the stakeholders who participated and given their areas of interest of investment focus, the percentage of their responses may be more inclined to coverage and geographic access.

Mr. Martin provided information for the investment priority framework by category, with corresponding examples. He reiterated that these were based on not only the outreach effort, but also on project sponsor input and an adopted prioritization policy put in place by the Executive Board in 2017. He said this framework should be viewed as the order in which we reserve financial capacity for projects falling into certain categories. Mr. Martin said they were able to completely accommodate five of the six categories. He called attention to the last category where the financial resources were exhausted, which was Fixed Route Bus Service Expansion and Supporting Infrastructure which impacts services such as additional bus routes, local and community bus routes and the full build out of regional/express bus routes. These may be partially funded. He emphasized that bus expansion investment has been an ongoing focus and that currently 80% of the bus expansion projects are projected to be funded through the 2030 horizon. A small percentage of other projects may need to be deferred. CAMPO is still working through the reprogramming process for cost assumptions, and there is always the possibility that more funding may become available.

Mr. Martin provided an updated task schedule. He reiterated that the stakeholder engagement meetings will be held tomorrow and Friday, strongly encouraged greater participation, and said all should have received an invitation. He said that December 1, 2020 will be the last staff reprogramming workshop which will lead into the plan update finalization phase. He briefly reviewed the adoption process steps, which may involve a joint public hearing with GoTriangle.

Member Will Allen III asked if the public engagement input that steered these new priorities would still allow for achievement of what voters approved and were promised for the 4 Big Moves, even with the 3-year horizon extension. Mr. Martin confirmed this and said that in general the only real change would be to 20% of the bus service expansion. If that 20% cannot be recuperated or obtained, some of the more detailed goals may not be attained. Mr. Allen said he understood the fiscal restraints but wanted to ensure these choices were still in line with what had already been decided upon. Mr. Martin reiterated that the engagement done with the public and stakeholders was not the only determining factor, that project sponsor input and the policy put in place by the Executive Board in 2017 were also driving factors, and that the majority of projects are not in jeopardy.

Chair Hutchinson thanked Mr. Martin for a thorough presentation. He requested that the stakeholder meeting invitation be sent again through email. Mr. Martin confirmed that would be done from Ms. Stephanie Plancich and encouraged attendance. He clarified there are two identical sessions on two days.

The Wake Transit Vision Plan Update Progress Report was received as information.

7. Informational Item: Budget

7.1 Operating Budget - FY 2021 Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 2021 Projected Budget Q1](#)

The Operating Budget Report was included in the agenda packet.

The Operating Budget Report was received as information.

7.2 Member Shares FY 2021 Lisa Blackburn, MPO Staff

Requested Action: Receive as Information

Attachments: [FY 2021 Projected Member Dues Q1](#)

The Member Shares Report was included in the agenda packet.

The Member Shares Report was received as information.

8. Informational Item: Project Updates

8.1 Executive Board November 2020 Project Updates

Requested Action: Receive as information

Attachments: [Executive Board November 2020 Project Updates](#)

The Project Updates were included in the agenda packet.

The Project Updates item was received as information.

8.2 Public Engagement Updates

Bonnie Parker, MPO Staff

Requested Action: Receive as information.

Attachments: [Exec Board Public Engagement Updates Nov 2020](#)

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 provided several reminders, which include:

-The next Joint MPO meeting with the DCHC MPO will be held on December 1, 2020 and will a 100% virtual meeting.

-There will be an MTP training in the form of "self serve, lunch and learn" on December 17, 2020 which will explain what the MTP is and it's importance.

-He reiterated Mr. Milazzo's statement that the annual RTA meeting will be held tomorrow and that registration will be open until 9:00 p.m. tonight.

-The Northeast Area Study will be discussed in the December/January time frame. Those affected or interested should be on the lookout for information. CAMPO staff member Mr. Brandon Watson and Deputy Director Alex Rickard will be contacting town clerks and staff to schedule this.

-CAMPO will be contacting each member or organization to ascertain if there are, or will be any changes to board membership in December and January.

-Board elections for Chair and Vice Chair are normally held in January.

-There are no actionable items for December, so the Board may want to consider canceling the December 2020 meeting.

NCDOT Transportation Planning Division - no report.

NCDOT Division 4 - no report.

NCDOT Division 5 - Mr. Joey Hopkins wished to provide some good news. He stated that the received revenue to date has been slightly higher, and costs slightly lower than anticipated, which has allowed some projects to start and will have positive effects for some other projects which were previously halted in the PE phase. Although schedules will not be accelerated, this may put some projects in the position to be so at a later date.

NCDOT Division 6 - no report.

NCDOT Rail Division - absent.

NC Turnpike Authority - Mr. Roger Rochelle stated that he looked forward to working with everyone and to the acceleration of the 540 project. He welcomes any opportunities to provide updates.

NCDOT Intermodal Planning Division - absent.

Executive Board Members - no members wished to add anything further.

Chair Hutchinson opened the floor for discussion about the possibility of canceling the December board meeting. Vice Chair Vivian Jones made a motion to cancel, which was seconded by Member Will Allen III. There were no dissenting votes.

The Staff Reports item was received as information.

10. Adjournment

Upcoming Meetings/Events

December Meetings Canceled

<i>Capital Area MPO TCC Meeting</i>	<i>January 7, 2021</i>
<i>One Bank of America Plaza</i>	<i>10:00 - noon</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Raleigh, NC 27601</i>	

<i>Capital Area MPO TAC Meeting</i>	<i>January 20, 2021</i>
<i>One Bank of America Plaza</i>	<i>4:00 - 6:00</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Raleigh, NC 27601</i>	