

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

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

Wednesday, October 19, 2016

4:00 PM

Conference Room

Minutes were approved at the November 16, 2016 meeting

1. Welcome and Introductions

Executive Chair Dick Sears opened the meeting with a Welcome and Introduction.

Present: 22 - Chair Dick Sears, Vice Chair Harold Weinbrecht, Michael Grannis, Gordon Springle, Gordon Springle, Mark Stohlman, Nancy McFarlane, Nancy McFarlane, Vivian Jones, Vivian Jones, Terry Hedlund, Tom Jackson, James Roberson, James Roberson, Sig Hutchinson, Sig Hutchinson, Lewis Weatherspoon, Lewis Weatherspoon, Virginia Gray, William Allen III, Frank Eagles, and Ken Marshburn

Absent: 11 - Matt Calabria, John Byrne, Gus Tulloss, Terry Hutchens, Don Bumgarner, John Sullivan, Perry Safran, Perry Safran, Art Wright, Jeff Sheehan, and Jeff Sheehan

2. Adjustments to the Agenda

No adjustments were made to the agenda.

A motion was made by Board Member Allen, III, seconded by Board Member Hutchinson, that this item be approved. The motion carried unanimously.

3. Ethics Statement:

Vice Chair Harold Weinbrecht read the standard ethics statement, and noted that no members expressed a conflict of interest for this meeting.

4. Public Comments

No public comments were made.

5. Minutes

5.1 Executive Board minutes: September 21, 2016 meeting

Requested Action: Approve the September 21, 2016 meeting minutes.

Attachments: [Executive Board Minutes for Sept. 21, 2016](#)

A motion was made by Board Member Vivian Jones, seconded by Board Member Michael Grannis, that this item be approved. The motion carried by a unanimous vote.

6. Consent Agenda

A motion was made by Board Member Grannis, seconded by Board Member Jay, that these items be approved. The motion carried unanimously.

6.1 LAPP Project Amendments

Danna Widmar, MPO Staff

Requested Action: Approve LAPP Project Amendment on C-5168, Morrisville Crabtree Creek Greenway to include \$806,302 additional CMAQ/TAP funds with \$806,302 required local match.

Attachments: [LAPP Project Amendments](#)

The LAPP program receives many requests for modifications to funding, schedule and scope. Many are minor and approved at the staff level. Currently, there is one project in the Town of Morrisville with a funding change request that warrants Executive Board review and action. Additionally, another project was recently declined by the project sponsor, Granville County. The declined project is provided for information only.

A motion was made by Board Member Michael Grannis, seconded by Board Member Zelodis Jay, that this item be approved. The motion carried by a unanimous vote.

6.2 Connect 2045; Update on SE Data, future scenario development, and land use modeling

Chris Lukasina, CAMPO

Requested Action: Receive as information and consider approval of items for use in development of the 2045 MTP.

Attachments: [CommunityViz 2 Overview](#)
[Connect2045 Scenarios](#)
[Socio-economic Guide Totals](#)

The 2045 Metropolitan Transportation Plan (MTP) will be a joint plan by the Capital Area MPO and the DCHC MPO as has been the case for the last two plan updates. The Triangle J Council of Government (TJCOG) has been responsible for coordinating the many activities and tasks of the two MPOs and of local government staff, particularly with the CommunityViz land use allocation activities. TJCOG provided an update on expected methodologies for the socioeconomic data (SE Data), land use modeling (Community Visualization) and the land use scenarios and transportation networks needed for an alternatives analysis, and on assistance that will be needed from local government staff at the August meeting. Support documents are included as attachments.

A motion was made by Board Member Michael Grannis, seconded by Board Member Zelodis Jay, that this item be approved. The motion carried by a unanimous vote.

6.3 Request for Support: Interstate Designation for US 264

Shelby Powell, MPO Staff

Requested Action: Consider adoption of a resolution of support for NCDOT's request to FHWA for future interstate designation for US 264.

Attachments: [US 264 Future Interstate Request Map](#)
[Resolution of Support](#)

NCDOT has requested support from CAMPO in their request to FHWA for consideration of a future interstate designation for US 264 from Zebulon to Greenville. This interstate would serve to connect both the Triangle area and Greenville to I-95. Approximately three miles of the 56-mile request fall within CAMPO's planning area. The portion of proposed Future I-595 from I-95 to the I-795 interchange with US 264 is currently identified as I-795, a previously approved interstate section. East of the I-795 interchange, proposed Future I-595 is a controlled access, divided, multi-lane facility, but is not built to interstate standards with the primary deficiencies being paved shoulder widths and structure clearances.

A motion was made by Board Member Michael Grannis, seconded by Board Member Zelodis Jay, that this item be approved. The motion carried by a unanimous vote.

7. Public Hearing

Mayor Sears opened the Public Hearing.

7.1 FY 2016-2025 Transportation Improvement Program - Amendment #4

Danna Widmar, MPO Staff

Requested Action: Conduct public hearing. Adopt FY 2016-2025 Transportation Improvement Program - Amendment #4.

Attachments: [TIP Amendment #4](#)

NCDOT's STIP Unit notified the MPO of amendments to the 2016-2025 State TIP. 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. Additionally, amendments to the 2016-2025 TIP are necessary to accommodate funding for LAPP Projects.

Danna Widmar reviewed the updated spreadsheet that includes LAPP projects that didn't make the September 30, 2016 deadline. The LAPP projects are on pages 3-4. Pages 1-2 include project amendments initiated by NCDOT. Mayor Dick Sears opened the public hearing. There was no discussion and no questions were asked. Mayor Sears closed the public hearing.

A motion was made by Board Member Sig Hutchinson, seconded by Board Member William Allen, III, that this item be approved. The motion carried by a unanimous vote.

7.2**P4.0 (SPOT) Division Needs Point Assignment**

Alex Rickard, MPO Staff

Requested Action: Consider approval of proposed local input point assignment for Division Needs projects.

Attachments: [CAMPO P4 Draft Results](#)

NCDOT has released the DRAFT Regional Impact projects programmed for the 2018-2027 STIP. Regional Impact projects that are not programmed are eligible for consideration of programming with Division Needs funds, a process referred to as "cascading". During September and October, the MPO will assign 2500 local input points to the Division Needs and cascaded projects. The cascading projects will also include Statewide Mobility projects that were not programmed with Statewide Mobility funds or Regional Impact funds.

The staff has developed a draft point assignment for the 2500 local input points for Division Needs category. The point assignment has been posted for public review and comment for a 30-day period on the CAMPO website. Staff will review all received public comments on the draft point assignment and any revisions to the proposed point assignment. The TCC and the Executive Board will be asked to recommend and approve the final point assignment at their respective October meetings.

Comments on projects and point assignments or questions related to prioritization should be directed to Alex Rickard.

A motion was made by Board Member William Allen, III, seconded by Board Member Sig Hutchinson, that this item be approved . The motion carried by a unanimous vote.

End of Public Hearings

Mayor Sears closed the Public Hearing.

8. Regular Agenda

8.1 Regional Freight Plan - Interim Update

Kenneth Withrow/MPO Staff

Requested Action: Receive as Information

The Capital Area Metropolitan Planning Organization, in cooperation with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHCMPO), and the North Carolina Department of Transportation (NCDOT) has hired the consultant services of Parsons Brinckerhoff to develop a Regional Freight Plan for the Triangle region. The study is jointly funded by the agencies as mentioned above. The partnership recognizes the importance and need for these agencies to jointly address freight issues in the region. The purpose of the plan is threefold:

- To conduct a comprehensive regional study of freight, goods movement, and services mobility needs;*
- To develop a framework to proactively address freight and goods movement mobility needs and challenges in our region; and*
- To examine all modes of a freight transportation system with emphasis on trucks, rail and air cargo and to develop freight recommendations for the 2045 joint Metropolitan Transportation Plan.*

It is envisioned that the proposed plan will guide freight investments in a manner that supports the region's goals for safety, social equity, economic productivity, sustainability, and livable communities. The consultant team has worked with key private- and public-sector stakeholders to create a Regional Freight Advisory Committee throughout the study process. The Regional Freight Stakeholder Advisory Council (RFSAC), as it is formerly called; met on Thursday, September 22, 2016. Also, the Triangle Regional Freight Plan Steering Committee, which includes the staff from the funding partners, the consultant team project manager and consultant team members, as well as other regional staff chosen for their subject-matter expertise met on September 22 following the Advisory Council meeting. Issues discussed at both meetings included: (1) a Freight Future Conditions Assessment for the Triangle, (2) a review of regional Freight Strategic Corridors for the proposed Triangle Freight Network, and (3) a review of proposed Logistics Clusters and Development Zones.

The actions that are needed from staff and TCC members following the Steering Committee meeting include:

- Reviewing maps showing the proposed nonresidential economic development zones, and*
- Reviewing maps or GIS files of the proposed freight network.*

This report was received as information.

8.2 Title VI, Minority, Limited English Proficiency (LEP) and Low Income Public Outreach Plan Update
Paul Black, MPO Staff

Requested Action: Receive as information.

Attachments: [Title VI Plan](#)
[Appendix](#)

Staff reviewed the existing Title VI, Minority, Limited English Proficiency (LEP), and Low Income Public Outreach Plan and determined the LEP measure for identifying those communities was not possible due to data limitations with the Census. This sparked a review of the entire methodology. After setting up a collaborative effort with Federal Highway Administration, NCDOT, DCHC MPO, and Triangle J COG, a new methodology that includes the entire region is now ready. Along with some technical corrections and the update of all the complaints forms, this is the updated plan. One significant change is the use of the "safe harbor" threshold for LEP--it will require CAMPO to look at many more languages for translation than in the past, and is required by both FHWA and NCDOT. The Public Hearing will be at the November 16 meeting.

*For the Title VI item Mayor Eagle asked why we used the 150% poverty, and Mr. Black answered there was not a specific reason, but the Human Environmental Studies staff from NCDOT recommended it. The Morrisville rep also mentioned looking at how the languages were selected, and that there might be more Hindi speakers than Gujarati speakers. Mr. Black answered that there **were** more Hindi speakers, but they also tended to speak English (according to the data). The "Safe Harbor" threshold that we used based on input from NCDOT Civil Rights Office only looks at the Non-English speakers.*

This report was received as information.

8.3

Wake County Transit Planning Advisory Committee Meeting Schedule, Work Product Deadlines, and Identification of Lead Agencies for TPAC's Responsibilities

Bret Martin, MPO Staff

Requested Action: Consider approval of the TPAC's recommended meeting schedule, work product deadlines, and identification of lead agencies for its responsibilities and consider acceptance of the TPAC's responsibilities assigned to CAMPO.

Attachments: [Attachment A- Draft TPAC Meeting Schedule](#)
[Attachment B - Draft TPAC Work Products Deadlines](#)
[Attachment C - Draft TPAC Identification of Lead Agencies - Summary](#)
[Attachment D - Draft TPAC Identification of Lead Agencies - Detail](#)

The Wake County Transit Governance Interlocal Agreement (ILA) charges the Wake County Transit Planning Advisory Committee (TPAC) with completing a number of items related to its operational structure by September 4, 2016, including:

- 1) *Bylaws;*
- 2) *Rules dictating the composition, organization and function of the TPAC (contained within Bylaws);*
- 3) *A request to an agency or agencies of staff resources to meet the TPAC's administrative needs (contained within Bylaws);*
- 4) *A meeting schedule;*
- 5) *A list of deadlines for its work products; and*
- 6) *Identification of lead agencies to carry out the TPAC's responsibilities.*

At its September 21st regular meeting, the CAMPO Executive Board approved the TCC's September 1st recommendation to consider approval of the TPAC bylaws, which included the rules dictating the composition, organization and function of the TPAC and a request to CAMPO of staff resources to meet the TPAC's administrative needs. The TPAC agreed upon the remaining three (3) items at its August 31st meeting (complying with its September 4th deadline), but given the limited turnaround time for the TCC's consideration, these remaining items were unable to proceed to the TCC's September 1st and the Executive Board's September 21st agendas.

The recommended TPAC meeting schedule is provided as a narrative description of the TPAC's minimum meeting frequency requirement, as well as its current provisional needs for it and its sub-committees to meet more frequently (Attachment A). The TPAC's recommended list of deadlines for its work products, which includes its annual development of the technical plan implementation elements of the Wake Transit Work Plan and its development of quarterly and annual financial and project status reports, is included as Attachment B. A summary of the TPAC's recommended lead agencies for its responsibilities is included as Attachment C. A more detailed explanation of agency roles in the development of each task or component of TPAC responsibilities is included in Attachment D. The TPAC's recommendation to the Executive Board for this item was unanimous.

A motion was made by Board Member William Allen, III, seconded by Board Member Ken Marshburn, that this item be approved. The motion carried by a unanimous vote.

9. Informational Item: Budget**9.1 Operating Budget -2016**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information

Attachments: [FY 16 PROJECTED Budget Review QTR 4](#)

The FY 2016 UPWP Operating Budget is \$3,131,488. As of 06-30-2016 we have spent \$2,680,159. Please see the attachment for more details.

This report was received as information.

9.2 Member Shares - FY 2016
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 16 Member Dues Projection 4th QTR](#)

The Attachment shows the Member's Share for FY 16. Total member share match for the FY 2016 is \$604,295 as of 06-30-2016 we have spent \$465,247.

This report was received as information.

10. Informational Item: Project Updates**10.1 Project Updates**

Requested Action: Receive as information.

Attachments: [Project Updates](#)

Review the attachment for information related to ongoing projects and studies.

This report was received as information.

11. Informational Item: Staff Reports

MPO Executive Director, Chris Lukasina

Mr. Lukasina gave an update on the One Call for All LAPP projects & UPWP special study request that has a deadline of October 31, 2016. For the Special studies submission contact Shelby Powell, Shelby.powell@CAMPO-nc.us)

Mr. Lukasina stated that CAMPO will be having a Joint meeting with DCHC on November 30, 2016 at The Friday Center in Chapel Hill, NC starting at 9:00am.

Mr. Lukasina also stated that the South East Area Study will be having a Stakeholder Oversight Team and Core Technical Team will be having their meeting on November 15, 2016 in Clayton. Contact Alex Rickard, and he will schedule that with a joint presentation with the consultants.

TCC Chair - No report

NCDOT Transportation Planning Branch - Absent

NCDOT Division 4 - Absent

NCDOT Division 5 - Joey Hopkins - Gave a progress update on the Fortify project keeps moving forward. Started closing down some ramps in and around Raleigh area to reconstruct the ramps. The West bound ramp at Rock Quarry is closed down and should be opened by the 24th. Still 16 additional ramp closures to go before that project is finished. The goal is to be finished by the end of the year. The current schedule and all traffic will be shifted to the median so that they can work on the outside. The Rogers Road Bridge in Wake Forest is on schedule to reopen by November 8, if all things go well it could be open earlier than November 8. There are 20 sites that have been damaged by hurricane and about 8 roads are still closed.

NCDOT Division 6 - Absent

NCDOT Rail Division - Absent

NC Turnpike Authority - Absent

Executive Board Members - Mayor Weinbrecht gave an update on the status of the Town of Cary's Transportation Director, Lori Cove whom was seriously injured on her bicycle on Monday. Family has asked staff to cease visitation. A Caring Bridge page has been set up for Ms. Cove.

12. Adjournment