



Minutes of July 17, 2014
 11:00 AM
 101 City Hall Plaza, Durham NC

Name (In Attendance)	Organization	Name (Attendance via Phone)	Organization
Chris Lukasina	CAMPO	Lydia McIntyre	Greensboro MPO
Shelby Powell	CAMPO	Bob League	Rocky Mount MPO
Paul Black	FBRMPO	Wendy Miller	WSMPO
David Wasserman	NCDOT	Don Volker	NCDOT
Felix Nwoko	DCHCMPO	Daryl Vreeland	Greenville MPO
Andy Henry	DCHCMPO	Greg Venable	High Point MPO
John Marshall	GHMPO	Maurizia Chapman	NAMPO
Neil Burke	CRTPO	Phil Conrad	Cabarrus Rowan MPO
Dale McKeel	DCHCMPO	Mike Kozlosky	WMPO
Suraiya Rashid	WMPO		
Mark Hoeweler	Grand Strand Transportation Study		

- 1. Open Meeting/Welcome/Introductions** - Paul Black opened the meeting by welcoming all present in person and via phone. He asked that introductions be made.
- 2. SPOT Update** – David Wasserman gave the SPOT Update as follows:
 - a. Close on August 29, 2014
 - b. Work group kicking off in September, meet at least once a month, create a Master List of issues:
 - i. How to Pick Destination Transportation projects regardless of Mode.
 - ii. Look at elements to score projects.
 - iii. Normalize score – hire a consultant to study how Normalize scores make more fair for all modes.
 - c. Improve Tool Mapping for SPOT 4.0.
 - d. Need better cost estimator for Bicycle & Pedestrian statewide – inconsistencies with locals coming up with their own costs.
 - e. Concern on cost estimates across the board.
 - f. Data Sheets are needed in a timelier manner.
 - g. Divisions need to be more consistent with their methodology - projects show up in SPOT from Divisions that are not in LRTP & CTP, etc.
- 3. Events Planner** - Paul introduced Kara Louise with Kara Louise Productions. Kara has been organizing the NCAPA Conference for several years which has been very successful. We are proposing to use Kara for the 2015 NCAMPO Conference Event.

Chris Lukasina said the event will be split between the Raleigh & Durham areas. Location – Looking at downtown Marriott and/or Raleigh Convention Center during the first or last week in May. The Convention Center space may have to be shared with another conference. Planning for a Wednesday, Thursday and Friday format.

Kara has been working on different types of events for over 14 years. Her company is full service including site selection, negotiating rates, logistics management, transportation, marketing, media relations and revenue generation data. Gives the conference committee more time to work on sessions.

The preliminary estimate for the 2015 Conference would be \$7,600. That is for Pre-Event Services (50 hours) - \$3,000 and Onsite Services \$4,600 (Kara and one assistant).

Maurizia and Wendy mentioned the discussions of hiring a conference manager back in the 1990's but it did not work out at that time. Mike and Suraiya discussed the amount of work hours that Wilmington invested with the conference and was it would not exactly be fair that the future host cities would not have the same time invested. Wilmington made money on the conference and they did not want that money used for a consultant unless we know that the next conference would make money. It was decided that the discussion of hiring an event planner will be continued on July 18th at the business meeting.

4. **Transportation Network Regional Stakeholders Meeting Summary** – Terry Arellano discussed the development of the North Carolina Transportation Network (NCTN), a long-range transportation planning tool. The focus is to identify key multimodal transportation corridors – called Strategic Transportation Corridors (STC) – based on system connectivity, mobility and access to activity centers throughout the state, enabling planning efforts to focus on ensuring that the desired level of mobility is maintained as local long-range transportation plans are developed. Terry gave an update on the results of a series of regional informational meetings that were held in May and June and next steps for the project.
5. **SHPO GIS Tool** – Andrew Edmonds discussed HPOWEB is a web-based mapping application published by the North Carolina State Historic Preservation Office (NCSHPO) for the benefit of the general public and other State agencies. One primary purpose of the site is to assist environmental planners at the NC Department of Transportation in making speedy identifications of historic buildings and districts that may be affected by a federal undertaking.
6. **Adjournment** – With additional speaker's not available, consensus was that we stood adjourned.

Respectfully Submitted,

John Marshall, Secretary



Minutes of July 18, 2014
 9:30 AM
 101 City Hall Plaza, Durham NC

Name (In Attendance)	Organization	Name (Attendance via Phone)	Organization
Mark Hoewler	Grand Strand Transportation Study	Peggy Holland	Jacksonville MPO
Chris Lukasina	CAMPO	Lydia McIntyre	Greensboro MPO
Shelby Powell	CAMPO	Bob League	Rocky Mount MPO
Paul Black	FBRMPO	Hank Graham	Gaston-Lincoln-Cleveland MPO
Felix Nwoko	DCHCMPO	Greg Venable	High Point MPO
John Marshall	GHMPO		
Dale McKeel	DCHCMPO		
Suraiya Rashid	WMPO		
Wendy Miller	WSMPO		
Loretta Barren	FHWA		
Tamra Shaw	PTD		
Debra Collins	PTD		
Meg Scully	DCHCMPO		

- 1. Open Meeting/Welcome/Introductions** - Paul Black opened the meeting by welcoming all present in person and via phone. He asked that introductions be made.
- 2. Minutes of the May 14, 2014 Meeting** – The minutes of the May 14, 2014 meeting were approved with one correction (changed Chris Clark to Chris Lukasina regarding a motion to approve by-laws) upon a motion by Wendy Miller and a second by Shelby Powell. The motion was unanimous.
- 3. Expense & Income Report** – Wendy Miller gave the Expense & Income Report update as follows:
 - a. Taxes are due soon; August 15th.
 - b. Fiscal Year cuts in half at Conference – looks like a lot of money had been spent.
 - c. Balance as of June 30, 2014 was \$24,016.40. Wilmington brought cash flow back up.
 - d. Card service charge is \$650 – looking for a better deal.
 - e. Back in good standing with IRS.
 - f. TRB Conference update.
- 4. Quarterly Meeting Format** – Paul Black reviewed the suggested format as follows:
 - a. Keep flexible, dependent on the agenda load for each meeting.
 - b. One day if possible, two days if business to be covered requires the additional day.
 - c. Quarterly Meeting November 7, 2014 in Winston-Salem, possible move to two days if there is a large number of items for the agenda.

5. **Conference Planning** – Chris Lukasina reviewed the planning to date for the conference:
 - a. Date: May 6, 7 & 8, 2015.
 - b. Location: Convention Center or the Marriott in downtown Raleigh.
 - c. Expected Attendees: 300-400.
 - d. Activities: Mobile tour of Turnpikes & Operations Center.
 - e. Paul - we are netting around \$10,000 per conference and could use to get started with Kara Louise.
 - f. Wendy Miller – Why don't we provide PL funds/provide seed money to hire someone to run the conference. Also discussed registration fees and should they be increase to offset part of the consultant cost.
 - g. Committee to meet with Kara Louise on Monday, July 28, 2014 at 10:00 AM, Paul Black has approval to sign the contract with her. This was agreed upon a motion by Wendy Miller and a second by Chris Lukasina. The motion was unanimously approved.
 - h. Wendy nominated Charlotte to host the conference in 2016 with Greensboro as a backup. Chris Lukasina seconded the motion which passed unanimously.

6. **FHWA Update** – Loretta Barren updated the Board on the following:
 - a. Following up on the ADA Workshop with a reminder to look at their public involvement plan(s) to verify they meet ADA requirements. Facilities must meet ADA requirements not projects for MPOs.
 - b. NCDOT required to have a transition plan – currently working with them on this process.
 - c. Submit comments for planning rule. Consider impacts to your planning process. Triad – consider how the new plan updates will fall with new requirements.
 - d. Unwanna Dabney has left to take a job in Richmond. FHWA is down two staff members and attendance at meetings will diminish.
 - e. If you have questions send them to Loretta Barren or Edward Parker.

7. **Planning Document Presentation** – Debra Collins talked about the PWP and proposed calendar.

Date	Activity
Oct 1, 2014	PWP/5303 Application Package distributed
Jan 30, 2015	Draft PWP and budget submitted in Partner Connect
Jan 30, 2015	PTD completes review of the draft PWP
Mar 27, 2015	Final TAC approved PWP and Resolution, with original signatures of in Partner Connect
April 2, 2015	TAC approved PWP's for TMA's sent to FTA
April 2, 2015	NCBOT approval for 5303

Date	Activity
April 10, 2015	NCDOT Section 5303 grant entered into Trams
May 15, 2015 *	Receipt of the approval notification from FTA for the Section 5303 grant application
July 1, 2015	State FY16 and Period of Performance for 5303 program funds begins
July 2015 *	Approved budgets and invoice forms mailed to the MPOs

Several people requested that the draft PWP be due at the end of January to PTD instead of January 9th. Debbie indicated they would take a look at moving the due date to the end of January.

Only three Categories in STI being scored (221 total projects scored)

- a. Expansion Vehicle
- b. Facilities
- c. Fixed Guideway

8. MAP 21 Update – Travis Marshall updated on the MAP 21. Map-21 requires representation by providers of public transportation in each Metropolitan planning organization (MPO) that serves a transportation management area (TMA) Compliance Deadline - October 1, 2014. MPO can add public transportation member to TAC by resolution

9. House Bill(s) Update – Julie White updated the Board on various House Bills as follows:

- a. HB 1224 – a one-half cent tax for transit (tell counties that can use for education). Can spend ½ cent for education or transit. Ninety-four counties can use this if they use for education or transit, but not both. Must be either transit or education and can't be split between the two. There are 24 counties at their max, Julie will send out an update to members.
- b. House Budget – Highway Fund – Everything else, Trust Fund – Construction.
- c. NCDOT job elimination provisions.
- d. Economic Development program fund.
- e. House Members have discretionary funds of \$2,000,000.
- f. Proposed bill to eliminate tolls on ferries.
- g. Proposed bill on four percent cut of non-highway mode.
- h. Proposed pavement preservation bill.
- i. Bill to stop transfer from Drivers Education.
- j. Proposed study of STI.
- k. SB411 Ethics passed, effective date June, guilty of a Class H Felony for filing misleading information. Class one misdemeanor for not filing at all.
- l. HB 1145 – Register Mopeds and require they be insured.
- m. Late June, Durham got letter, would have spending limit on repairing state roads from \$250,000 to \$75,000. Durham and NCDOT will meet to discuss further.

10. Federal Level Funding – Rich Denbow updated on the Federal Funding levels as follows:

- a. Highway Trust Fund – Runs out at the end of the month, this could shut down certain projects.
- b. Positive Movement – Fund through May 2015, extend MAP 21 through the same time frame.
- c. Grow America Act – 400 million, use the corporate tax code to pay for it by closing loopholes.

11. Adjournment – With no further business, consensus was that we stood adjourned.

Respectfully Submitted,

John Marshall, Secretary