



North Carolina Association of Rural Planning Organizations

NCARPO Business Meeting Minutes

May 11, 2016, 10:30 am, Greensboro, NC

Attendees	Brendan Merithew	Karyl Fuller*
Matt Day*	Kerry Morrow	James Salmons*
Ann Stroobant*	Nastasha Earle-Young	Dana Stoogenke*
Letticia Ruderman	Dock Rosenthal	Justin Oakes*
Ellen Dickson	Paul Black	Ben Rogers*
Patrick Flanagan*	Daryl Vreeland	Erica Anderson
Janet Robertson*	Loretta Barren	Travis Marshall
Vicki Eastland*	Tobline Thigpen	Mike Rutan*
Elizabeth Jernigan*	Jamal Alavi	David Graham*
Rose Bauguess*	George Hoops	Alena Cook
Angela Welsh*	Nazia Sarder	Rupal Desai
Catherine Bryant	Hemal Shah	Kelly Larkins*
Carlos Moya-Astudill	Pam Cook	Patrick Norman
Vernia Wilson	Allen Serkin*	

* indicates RPO representative

Action Items

Minutes from January 2016 Business Meeting

Matt Day provided a handout of the draft minutes. Vicki Eastland made a motion to approve the minutes as submitted, which was seconded by Dana Stoogenke. The minutes were approved unanimously.

Election of 2016 Officers

The Nominating Committee noted that according to the bylaws, the 2016 officers should have been elected at the October 2015 meeting, but it had been overlooked. The committee re-nominated Janet Robertson as President, Dana Stoogenke as Vice President, and Matt Day as Secretary to finish out the remainder of 2016. Allen Serkin made a motion to approve the recommendation of the Nominating Committee and re-elect the current officers to their same positions. Karyl Fuller seconded the motion. The motion passed unanimously.

Information and Discussion Items

FHWA Update

George Hoops thanked the association for inviting him to provide an update. He noted that if any jurisdictions are considering a TIGER application, they need to understand that there is a short turnaround time between when a grant is awarded and when it must be used, so it is really intended for projects that are shovel-ready. He also stated that TIGER is a reimbursement grant, not up-front

funding, and that applicants should understand they may not get all the funding they request so they should have a backup plan for filling any potential funding gaps.

Federal Earmarks as Designated in the FAST Act

Patrick Norman gave a presentation on the repurposing of unused Federal earmarks, as allowed under the FAST Act. He noted that unobligated earmarks from before FFY06 were eligible to shift to other projects, and that most of these earmarks were on funding that is governed by the STI process and the use of that funding would be governed by STI, but that a small amount of the funding did fall outside STI. He provided a spreadsheet showing the proposed reallocation of this funding.

Transportation Planning Branch Update

Patrick Norman noted that Jamal Alavi would take over as the new TPB Branch Manager in a few weeks. He also noted that an NCDOT reorganization plan had been submitted to the General Assembly that called for 21 filled positions in the Division of Planning and Programming to be eliminated by the end of 2016.

Patrick also stated that NCDOT was considering the idea of charging an assessment to MPOs and RPOs to cover the cost of contract administration. There was general discussion that it would be helpful to have additional information about this, so we could make an informed response as a group. Patrick Norman agreed to send additional information about the potential fee, and Dana Stoogenke suggested that the Executive Committee write a letter in response once we receive the information. Patrick noted that the letter should be sent by the end of June.

RPO Update

Travis Marshall noted that everyone should have heard from TPB about any new CTPs that would be getting underway this year. He also reminded everyone that PWP and PWP amendments would be due by the end of May.

Travis asked whether there was interest among the RPOs in conducting RPO evaluations this year, and if so they would need to happen over the summer. The association agreed to refer this question to the Administrative Documents committee for consideration, requesting that they come back at the July NCARPO meeting with a recommendation.

Discussion about Options for Communications Training

Rose Bauguess provided an update on the discussions she had with NCDOT and FHWA on potential communications training for the RPO planners. She said that it appeared 20 people and 3 days were the optimal group size and time length, and that they were considering August 30-September 1 as a potential date. She noted that TPB was looking into the cost issue. The association unanimously voiced support for continuing to plan this training, pending more information on the cost to RPOs.

Future Meetings

Janet Robertson noted that the July meeting would be in Brevard, and that it was important to book your hotel room quickly. The October meeting would be held somewhere on the coast, but could potentially be moved based on what happens with the communications training. The January 2017 meeting would be held somewhere in the central part of the state, to be determined later.

It was also noted that the July 2017 meeting could be held at Fontana Village if we agree to hold our meeting one week earlier than usual—this would be on July 20-21, 2017. The association agreed unanimously to make this schedule change so the meeting can be held at Fontana.

Committee/Workgroup Updates and Appointments

CTP 2.0 Committee

The committee members noted that there are three subcommittees working on different aspects of the CTP: the plan/document, mapping, and identified needs (replacing problem statements). James Salmons noted that they are trying to streamline the problem statements, and Allen Serkin noted that the plan subcommittee is close to having a revised draft table of contents for the document. Karyl Fuller noted that they are also making progress on improvements to the mapping.

Allen Serkin noted that they are looking at the possibility of having the Board of Transportation adopt the entire plan document rather than simply adopting the maps. He suggested that RPOs speak with their board members about this issue to get a feel for how this idea might be received by the Board. James Salmons noted that they are trying to make the document shorter and more concise, which may help with willingness to adopt the document.

Patrick Flanagan noted that the RPO committee looking at Fiscal Realism had met and discussed some options, and that the committee planned to come back with some options for NCARPO to consider at the July meeting.

Freight Advisory Committee

Mike Rutan noted that the committee had met to discuss what the goals would be for the plan.

Administrative Documents Committee

Patrick Flanagan asked for the RPOs to provide feedback on what works well and what does not work well, because the committee is struggling to reach consensus on this.

GIS Committee

Due to time limitations, Karyl Fuller noted that she would send an email with her GIS Committee update, but did note "datausa.io" as a good website with data. She also noted that she still planned to provide a Community Analyst training in Kernersville sometime, possibly in July.

Legislative Committee

Dana Stoogenke noted that Julie White would provide a detailed legislative update at the Friday morning conference session.

Bike and Pedestrian Committee

Ann Stroobant stated that the committee was still looking into the issue of local match funding, and how to best approach the issue. Justin Oakes noted that he would send out the survey again asking for input from the RPOs on bike/ped issues.

Transit Liaison

Karyl Fuller stated that the PTD conference would be held in May, and the national rural transit conference would be in Asheville in the fall. She also noted that a new report was out on the economic benefits of transit.

Asset Management Plan Committees

Ann Stroobant stated that her committee had met in January to discuss a gap analysis and in April to discuss life cycle cost analysis. Vicki Eastland stated that the structures committee was looking at the steps for submitting municipal bridge projects for funding.

Committee/Workgroup Appointments

Janet Robertson noted that it would be necessary to fill the committee vacancies left by Jesse Day. Mike Rutan was appointed as the new MPO Liaison and Angela Welsh was appointed to fill Jesse's seat on the Legislative Committee. The vacancy on the Bike/Ped Committee was left unfilled, as it was determined that the committee already had enough members.

Decisions on appointments to new committees were postponed to the July meeting.

Adjournment

Dana Stoogenke made a motion to adjourn, which was seconded by Elizabeth Jernigan. The motion passed unanimously. The meeting was adjourned at 12:00 pm.