

**NC Capital Area Metropolitan
Planning Organization
Meeting Minutes - Final
Technical Coordinating Committee**

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

Thursday, May 2, 2019

10:00 AM

Conference Room

1. Welcome and Introductions

Vice Chair DeYoung welcomed everyone to the meeting, and asked if there were any new introductions to be made. Mr. Phil Geary introduced himself as the NCDOT Transportation Planning Division representative.

Present: 27 - Paul Black, Meade Bradshaw, Jason Brown, Ellis Cayton, Bob Clark, Phil Cordeiro, Shannon Cox, Luana Deans, David DeYoung, David Eatman, Michael Frangos, Tim Gardiner, Phil Geary, Joe Geigle, Geoff Green, John Hodges-Copple, Benjamin Howell, Danny Johnson, Sean Johnson, Justin Jorgensen, David Keilson, Suzette Morales, Jason Myers, Kendra Parrish, Het Patel, Jay Sikes, and Tracy Stephenson

Absent: 13 - David Bergmark, Gregory Bethea, Kelly Blazey, Tim Brock, Greg Burns, Scott Hammerbacher, Mike Kennon, Branston Newton, Pamela Perry, Ken Bowers, Juliet Andes, Paul Kallam, and Michael Moore

2. Adjustments to the Agenda

There was no adjustment to the agenda.

3. Public Comments

No members of the public were present to speak.

4. Minutes

4.1 Minutes from TCC Meeting April 4, 2019 Meeting

Requested Action: Consider approval of minutes from April 4, 2019 TCC Meeting.

Attachments: [TCC 4 April 2019 Draft Meeting Minutes](#)

A motion was made by Member John Hodges-Copple, seconded by Member Geoff Green that the minutes from the previous April 4, 2019 meeting be approved. The motion carried by unanimous vote.

5. Regular Business

5.1 Non-Motorized Volume Data Program - Phase II Update (May 2019)

Sarah Searcy, ITRE Staff Member

Requested Action: Receive as Information.

Attachments: [Non-Motorized Volume Data Program Update](#)

Ms. Sarah Searcy, ITRE Staff Member reported on this item.

Ms. Searcy stated that the Institute for Transportation Research and Education (ITRE) currently manages the North Carolina Non-Motorized Volume Data Program (NC NMVDP) on behalf of the North Carolina Department of Transportation (NCDOT). The purpose of the program is to establish a robust data collection framework to reliably calculate sidewalk, shared use path, bike lane, and shared lane volumes through the installation of permanent bicycle and pedestrian counters that continuously collect count data on representative facilities in North Carolina. ITRE, as an agent of NCDOT, has partnered with local agencies and the technology vendor, Eco-Counter, to install and monitor inductive loop bicycle detectors and passive infrared pedestrian sensors at counting locations in various municipalities across North Carolina.

Ms. Searcy explained that the primary motivation of the NC NMVDP is to use a system of continuous counters to determine travel patterns by purpose and variability over time to inform the development of daily and seasonal factors. Continuous counting locations are assigned to a factor group based on similar pedestrian or bicycle activity patterns (e.g., commuter vs. recreational) and count data from each group is used to develop expansion factors. These factors are then applied to shorter duration counts collected with portable counters to generate annual volumes. Short duration counts provide geographic coverage, while continuous counts provide the temporal coverage needed to account for day of week and seasonal trends. Ms. Searcy further noted that the NC NMVDP is testing and establishing consistent and replicable data collection and analysis processes that will enable municipalities to count users on facilities at any time of the year and extrapolate reliable estimates of annual pedestrian or bicyclist volumes. The continuous counters further provide valuable and comprehensive user volume data to local agency partners to use for various local applications, from justifying facility improvements or network expansion to monitoring visitation to central business districts.

Ms. Searcy stated that in June 2018, ITRE completed the installation of counters under Phase II of the NC NMDVP that are located in the CAMPO region of NC. These locations were selected based on recommendations from local agency partners in Apex, Cary, Raleigh, and Wake Forest that were assessed by ITRE/NCDOT for suitability based on factors such as site conditions, evaluation of short duration volumes, and anticipated travel patterns.

Non-routine maintenance of the counter locations within CAMPO will be performed by ITRE/NCDOT for the first two years after installation until the counters transfer ownership to CAMPO and its local governments according to their executed Memorandum of Agreements (MOAs). ITRE/NCDOT will also perform data monitoring, validation, QA/QC, and reporting for the counters for the 10 year equipment lifetime.

Ms. Searcy noted that in the beginning in 2019, NC NMVDP quarterly and annual data will be provided through Eco-Visio 5 and its dashboard system, that regular information on data reports, technical assistance support, training opportunities, and updates to program processes will be provided to agency partners through a quarterly newsletter; and that ITRE under the guidance of NCDOT will begin a program evaluation of the NC NMVDP to

access the program's performance, inform its future growth, and support changes to program processes and products to better meet the needs of the state and its local agency partners.

The Non-Motorized Volume Data Program - Phase II Update (May 2019) Report was received as information.

5.2 Southwest Area Study - Update

Kenneth Withrow, MPO Staff

Requested Action: Receive as information for incorporation into the Study Report.

Southwest Area Study Consultant Managers Mr. Roger Henderson and Mr. Scott Lane reported on this item.

Mr. Henderson stated that the Capital Area Metropolitan Planning Organization (CAMPO), in cooperation with the North Carolina Department of Transportation (NCDOT) are developing an update to the original Southwest Area Study that will address the changes in land use and transportation in the area since 2012; and serve to inform the 2050 Metropolitan Transportation Plan (MTP).

Mr. Henderson further noted that over the past year extensive work has been done and meetings have occurred to review land use, policy and transportation proposals. Public outreach has also served as a major component of the planning process.

Mr. Henderson and Mr. Lane provided a high-level summary of their efforts and focused on transportation recommendations, products from the study, including recommendations illustrating how to carry out policy steps and performance evaluations. Eight (8) Hot Spots were explained, with specific recommendations for the HC55-Apex project: 1. Future NC 751 2. NC 55 – Apex 3. US 401 at Ten-Ten Road 4. NC 42 5. NC 55 – Angier 6. NC 42/Main Street at Wake Chapel Road 7. Broad Street at Ennis Street, and 8. Piney Grove-Wilbon Road at Wade Nash Road.

Safe Routes to Schools were addressed by Scott Lane, which included school zones, sidewalks and connections, high visibility crossings, walk and bike events, and discussions with school principals for best practices.

Mr. Henderson introduced the term 'low stress network', which refers to either greenways and trails, or the buffer along roadways separating motor vehicles from pedestrians and/or bicyclists. Scott Lane also presented possible transit opportunities for the area that go beyond the adopt Wake Bus Plan; as well as the impact that technology may have upon transportation for the area in future decades. Roger concluded with the proposed Next Steps, which include:

Pop-Up Events - ongoing on sidewalks, at the Southern Wake Regional Center in Fuquay-Varina and at Farmer's Markets

Executive Board – June 21 at 4:00 pm

Local Boards / Council presentations – July/August

Harnett County – July 15 at 6:00 pm

Apex Town Council – July 16 at 7:00 pm

Holly Springs Town Council – July 16 at 6:30 pm

Fuquay-Varina Board – August 5 at 7:00 pm

Angier Board – August 6 at 7:00 pm

Wake County Board – August 7 at 1:30 pm

Endorsement – August 21 at 4:00 pm

The Southwest Area Study was received as information for incorporation into the Study Report.

The Southwest Area Study was received as information for incorporation into the Study Report.

5.3

Requested Action: Recommend the endorsement of the FFY 2019 and 2020 program of Section 5310 projects per the attached program of projects.

Attachments: [GoRaleigh Section 5310 Program Management Plan](#)
[FFY19 5310 Section Funds Program of Projects](#)
[Corrected - FFY 19-20 Section 5310 Funds Program of Projects 04 26 2019](#)

Ms. Crystal Odum, MPO Staff Member reported on this item.

Ms. Odum reviewed that each year, the Raleigh Urbanized Area (UZA) is apportioned formula grant funding by the Federal Transit Administration (FTA) for the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program. Section 5310 funds are available for capital and operating expenses that support the provision of transportation services to meet the specific needs of elderly persons and persons with disabilities. The City of Raleigh/GoRaleigh, the federally recognized designated recipient of Section 5310 funding for the Raleigh UZA, and CAMPO developed and adopted a program management plan in June 2015 that lays out the policies and procedures for project selection, funding distribution and administration of projects supported by the funding.

Ms. Odum reviewed that in accordance with the program management plan, for FYs 2019 and 2020, GoRaleigh administered a call for eligible projects from March 1, 2019, through March 29, 2019, to solicit applications for projects that would make use of the Raleigh UZA's Section 5310 funding. To assist potential applicants with the application process and an understanding of project eligibility, an application workshop was held March 12, 2019, and a recorded Power Point presentation/webinar was available on GoRaleigh's website during the call for projects period. A total of \$1,298,618 is available to be awarded for eligible projects for the FYs 2019 and 2020 call.

Ms. Odum noted that in response to the call for projects, a total of eight (8) applications were received from various agencies. A project selection committee comprised of representatives from CAMPO, DCHC MPO, the Town of Garner and the City of Creedmoor convened on April 10, 2019, to review the applications and make a recommendation on which projects should be awarded funding based on selection criteria outlined in the adopted program management plan. Seven (7) of the eight (8) applications were determined to be eligible for the available funding and recommended for funding. One applicant was eliminated from funding consideration due to a score of 20 out of 100 possible points for the organization's application, reflecting application deficiencies and incomplete responses to some questions, including responses necessary to verify grants eligibility (e.g. whether rides offered are exclusive versus the shared ride requirement).

Ms. Odum stated that the total aggregate request for Section 5310 funding among the eight (8) applications was \$2,243,761, which is substantially higher than the amount made available for allocation to applicants. The project selection committee's recommendation in the form of a recommended program of projects is provided as Attachment A for this item. The project selection committee recommended to fully fund the requests received by four (4) non-profit agencies that propose to provide mobility management and essential trips for elderly persons and persons with disabilities (i.e. Alliance for Disabilities Advocates, Arc of the Triangle, Community and Senior Services of Johnston County, and Western Wake Crisis Ministry - *Alliance for Disability Advocates' original budget request was adjusted downward by the applicant.)*

For the remaining requests, the project selection committee recommended partial funding to support funding for training, a volunteer program, and vehicle requests for the Center for Volunteer Caregiving, GoWake Access and GoTriangle.

A motion was made by Member Ben Howell, seconded by Member Jason Myers to recommend the endorsement of the FYs 2019 and 2020 Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Program Project Selection. The motion carried by unanimous vote.

5.4 Statewide Prioritization (SPOT 6.0) Update

Alex Rickard, MPO Staff

Requested Action: Receive as information**Attachments:** [P6.0 Schedule 5-10-2019](#)

Mr. Alex Rickard, CAMPO Deputy Director reported on this item.

Mr. Rickard stated that the MPO completed the prioritization process for the FY 2020-2029 State Transportation Improvement Program (STIP) in 2018 through the SPOT 5.0 process. The MPO is scheduled to adopt the 2020-2029 TIP in August 2019. Mr. Rickard provided additional information for SPOT 5. This included a review of project delays and causes with focus on the removal of the Durham Orange Light Rail project and Fayetteville outer loop delay for Region C, and how these will affect the draft STIP going forward.

Mr. Rickard noted that the MPO is now developing the 2022-2031 STIP through the SPOT 6.0 process. The SPOT process involves three specific actions by the MPO:

- The selection of project to be submitted into the prioritization process for scoring.
- Assignment of local input points to Regional Impact and Division Needs category projects.
- Adoption of the corresponding Transportation Improvement Program (TIP).

Mr. Rickard reviewed the changes to criteria for P6.0, safety benefits factor updates and the process for moving from SPOT to STIP.

He stated that the MPO staff will review the process and schedule for the Statewide Prioritization (SPOT) 6.0 cycle. The first step is for the MPO to select new candidate projects for prioritization. All projects receiving funding for ROW or construction in the first six years of the 2020-2029 STIP are considered "committed" and not subject to reprioritization. Projects receiving funding in the last four years (2026-2029), having a completed or active NEPA document, sibling projects to committed projects are considered "existing projects" for SPOT 6.0 and do not need to be resubmitted. Mr. Rickard explained that the MPO can submit up to 44 new projects per mode and that all new projects must be submitted to NCDOT by 5:00 PM on September 27, 2019. Mr. Rickard noted that the MPO has opened a call for aviation, bike/ped and transit projects through May 20, 2019.

Member Jason Myers asked if more CAMPO projects would have been funded in SPOT 5 if they received more local input points. CAMPO Executive Director Lukasina responded that projects are programmed in rank order by final project score. Mr. Rickard further explained that the limiting factor was that funding was limited in P5.0 due to cost increases on previously committed projects. Mr. Rickard shared CAMPO's adopted methodology of maximizing funding potential by avoiding 'wasted effort' on projects with technical scores so low they had no chance of being approved, and to assign points to bring projects from the middle of pack to the top.

Mr. Rickard provided a review of the SPOT schedule, next steps and funding forecast. Member Shannon Cox inquired about call for projects forms. Mr. Rickard responded that staff was working on developing a project submittal form and that it would be posted to the CAMPO website as soon as possible. Mr. Lukasina added that we are waiting on criteria clarification from NCDOT, but to please inform CAMPO staff as soon as possible

if you're planning to submit a project. CAMPO Deputy Director Ms. Powell also reminded everyone that this is also the call for transit projects. Mr. Rickard added that staff would be meeting with transit providers next week to discuss potential transit project submittals.

The State Prioritization (SPOT 6.0) Update Report was received as information.

5.5

FY 20 Unified Planning Work Program - Amendment #1

Shelby Powell, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 2020 UPWP - Amendment #1](#)
[FY 2020 UPWP - Original](#)
[FY 2020 Member Dues - Amended](#)

Ms. Shelby Powell, CAMPO Deputy Director reported on this item.

Ms. Powell stated that due to a redistribution of un-used planning funds by the NCDOT, CAMPO has received an additional \$481,601 in planning funds for FY 20. This funding will alleviate the need to utilize as much of the MPO's discretionary STBGDA funds to complete our FY 20 work program. These funds also will help cover a small adjustment in benefit costs. Ms. Powell further explained that the scope of the FY 20 UPWP will not change; the funding sources for the work have been updated in the attached table. As a result of the increased planning funding, the anticipated member shares will also increase slightly. The attached Member Shares table outlines anticipated changes to the previous estimates.

Member Jason Myers inquired taking the STBGDA funds out of the UPWP and what year those would be added to the LAPP budget. Ms. Powell responded that this would most likely be FY 2020 or 2021, depending on how the funds were accounted for. Mr. Myers asked if this would affect the federal rescission issue. Ms. Powell responded that it would not. Executive Director Mr. Lukasina noted that over-programming was done on purpose to be able to spend down our account balance, and this funding would just be added to that account balance, not put on a specific project.

Ms. Powell noted that the Amendment will be available for public comment between May 6, 2019 and June 5, 2019. The Executive Board will consider adoption of the Amendment at its June 19, 2019 meeting.

The Unified Planning Work Program - Amendment #1 was received as information.

5.6 FY2018-2027 Transportation Improvement Program Amendment #7

Gretchen Vetter, CAMPO Staff

Requested Action: Consider approval of FY2018-2027 TIP Amendment #7.

Attachments: [TIP Amendment #7](#)

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

Ms. Vetter stated that the FY2018-2027 Transportation Improvement Program has a proposed amendment. Projects in this amendment are reflective of recommended action by the CAMPO TCC to program funding on new shovel-ready projects to protect funding from a future rescission. This action will appear before the CAMPO Executive Board at their April 17 meeting.

Ms. Vetter noted that the public comment period for the FY2018-2027 TIP Amendment #7 has opened for public comment on April 15 and will remain open until May 15. A public hearing is scheduled for the May 15 Executive Board regularly scheduled meeting.

A motion was made by Member Jason Myers, seconded by Member Shannon Cox to recommend approval of FY2018-2027 TIP Amendment #7. The motion carried by unanimous vote.

5.7 Federal Rescission Update

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as Information.

Attachments: [June TCC Funding Request Status](#)

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

Ms. Vetter stated that the CAMPO Staff will provide an update on the rescission of federal highway program funding scheduled for the end of federal fiscal year 2019, and that the upcoming schedule and deadlines below were presented to the CAMPO Executive Board at their April 17, 2019 Meeting.

Ms. Vetter reviewed the LAPP goals, with emphasis on avoiding future Federal rescissions to the maximum extent possible, previous options presented to the TCC and Executive Board and upcoming deadlines.

April

- Decision from Executive Board on whether to program funding on new shovel-ready CMAQ projects that have been scored in previous LAPP cycles (2).*
- Decision from Executive Board on whether to allow FY20 CMAQ projects with PE funding programmed to begin projects early and request authorization in FY19.*
- Decision from Executive Board on whether to retroactively award existing LAPP Projects at 80/20.*
- Begin TIP Amendment Process for approved changes that require TIP Action.*

May

- Deadline for TIP Action to program additional funding to existing LAPP projects and/or program funding on new projects.*

June

- Deadline to Flex Funds to FTA.*
- Target deadline for all LAPP projects to request funding authorization from FHWA (in LAPP handbook).*

August

- Decision from Executive Board on whether to reprogram or deprogram exposed projects that did not reach deadline. Decision determines how much funding available for LAPP FY2021 Call for Projects, which generally begins in August.*

Ms. Vetter noted that the CAMPO Executive Board approved the two recommendations made by the TCC at the April Meeting: 1) Consider approving a strategy to protect funds from a rescission that includes 1) programming funding on two new shovel-ready CMAQ projects that have been scored in previous LAPP cycles, 2) allowing FY20 CMAQ projects with PE funding programmed to begin projects early, and 3) drawing down the remaining funding balance by retroactively applying a higher federal match to existing LAPP CMAQ projects. 2) Consider requesting CAMPO Staff further examine the impacts of reprogramming existing LAPP projects that do not meet rescission deadline in a future fiscal year.

There were no questions or comments.

The Federal Rescission Update Report was received as information.

6. Informational Item: Budget**6.1**

Requested Action: Receive as information.

Attachments: [FY 19 Projected Member Dues QTR 3](#)

The Member Shares Report was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.

The Member Shares Report was received as information.

6.2

Operating Budget - FY 2019
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 19 Projected Budget QTR 3](#)

The Operating Budget Report was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.

The Operating Budget Report was received as information.

7. Informational Item: Project Updates**7.1**

Project Updates

Requested Action: Receive as information.

Attachments: [Project Updates TCC Meeting 2 May 2019](#)

The Project Updates Report was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.

The Project Updates Report was received as information.

8. Informational Item: Staff Reports

CAMPO Executive Director Mr. Chris Lukasina stated that:

-The Wake Transit Work Plan for Fiscal Year 20 had been released and is currently out for public comment. It will be up for Executive Board decision in June.

-There will be a joint MPO Board meeting on May 29, 2019 at RTP Headquarters, which will begin at 0900 or 0930. The exact time will be determined and shared with the TCC members.

-The 2020 Census is less than a year away, which will require CAMPO to review boundaries with reference to urbanized areas and possible additional funding. There will be predictive analysis conducted in the next 12-18 months for 2021-2022.

-CAMPO is due for a Strategic Plan Update, which will involve two phases: 1) Will be updates with the existing membership within the defined Raleigh Urbanized Area and those who previously voluntarily joined the MPO, and, 2) Invite new jurisdictions that are now eligible to join the MPO.

Mr. Lukasina also reminded members to please sign in or their presence would not be counted.

NCDOT Division 4 - no report.

NCDOT Division 5 - Member David Keilson reminded everyone that the Raleigh Transportation Projects Open House would be held on May 6, 2019 from 4-7p.m. at the McKimmon Center.

NCDOT Division 6 - absent.

NCDOT Rail Division - absent.

NC Turnpike Authority - absent.

Member Jason Myers noted that the Raleigh/Citrix Bikeshare ribbon cutting ceremony was taking place at 11:30 a.m. at Union Station.

The Staff Reports item was received as information.

9. Adjournment

There being no further business, Vice Chair David DeYoung adjourned the meeting.

Upcoming Meetings/Events

<i>Raleigh Trans. Project Open House</i>	<i>May 6, 2019</i>
<i>The McKimmon Center</i>	<i>4:00 - 7:00</i>
<i>1101 Gorman St.</i>	
<i>Raleigh, NC</i>	

<i>Capital Area MPO TAC Meeting</i>	<i>May 15, 2019</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>	

<i>Capital Area MPO TCC Meeting</i>	<i>June 6, 2019</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>June 19, 2019</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>	