

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

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

Thursday, January 2, 2020

10:00 AM

Conference Room

1. Welcome and Introductions

Chair Andes welcomed everyone to the meeting and asked if there were any new introductions to be made. Joshua Baird introduced himself as former TCC Member David DeYoung's replacement for the Town of Clayton.

Present: 34 - Chair Juliet Andes, Sandi Bailey, Joshua Baird, David Bergmark, Gregory Bethea, Paul Black, Ken Bowers, Jason Brown, Michael Clark, Shannon Cox, Luana Deans, David Eatman, Jimmy Eatmon, Tim Gardiner, Phil Geary, Hank Graham, Jay Heikes, John Hodges-Copple, Danny Johnson, Sean Johnson, Justin Jorgensen, David Keilson, Erin Klinger, Member Eric Lamb, Aaron Levitt, Gaby Lontos-Lawler, Julie Maybee, Suzette Morales, Bill Sandifor, Scott Saylor, Morgan Simmons, Tracy Stephenson, Vincent Gerry, and Bynum Walter

Absent: 12 - Kelly Blazey, Greg Burns, Michael Frangos, Joe Geigle, Scott Hammerbacher, Benjamin Howell, Mike Kennon, Catherine Knudson, Michael Landguth, Branston Newton, Pamela Perry, and Jay Sikes

2. Adjustments to the Agenda

There were no adjustments to the agenda.

3. Public Comments

Chair Andes opened Public Comments. There were no members of the public present to speak. Chair Andes closed Public Comments.

4. Minutes

4.1 TCC November 2019 Meeting Draft Minutes.

Requested Action: Approval of the November 2019 Draft Minutes.

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

The Draft Minutes were included in the agenda packet.

A motion was made by Member John Hodges-Copple, seconded by Member Tracy Stephenson to approve the minutes from the TCC 2 November 2019 meeting. The motion passed by unanimous vote.

5. Regular Business

5.1 Elections: TCC Chair and Vice Chair, 2020

Chris Lukasina, MPO Director

Requested Action: Conduct elections for a Chair and Vice Chair for 2020.

Attachments: [Staff Report](#)

According to the Executive Board Bylaws, the positions of Chair and Vice Chair are to be elected during the first meeting of each calendar year. Chair and Vice Chair serve for one year terms, for a maximum of three consecutive terms.

Current Chair Harold Weinbrecht has served for two terms. Current Vice Chair Sig Hutchinson has served for two terms.

A motion was made by Member Shannon Cox, seconded by Member John Hodges-Copple to nominate Juliet Andes as TCC Chair for 2020. The motion passed by unanimous vote.

A motion was made by Member Aaron Levitt, seconded by Member John Hodges-Copple to nominate Eric Lamb as TCC Vice Chair for 2020. The motion passed by unanimous vote.

5.2 Triangle Transportation Demand Management Program Annual Impact Report

Jenna Kolling, Triangle J Council of Governments

Requested Action: Receive as information.

Attachments: Staff Report

FY 19 Annual Impact Report

FY 19 TDM Annual Executive Summary

Ms. Jenna Kolling, Triangle TDM Program Analyst reported on this item.

Ms. Kolling stated that Triangle J Council of Governments (TJCOG) serves as the administrator of the Triangle TDM Program, linking state and MPO policies and funding with local and regional service providers. TJCOG is primarily responsible for the program administration which includes ensuring TDM programs are consistent with the 7-Year TDM Plan, providing overall management and dispersal of TDM funds as approved by the Triangle TDM Oversight Committee, and coordinating evaluation and monitoring activities for the Program (surveys, annual impact reports, etc.).

Ms. Kolling reported that the Annual Impact Report is released every year, highlighting impacts of the program in everyday terms. Performance measures are calculated, and each regional and local service provider highlights notable accomplishments throughout the year.

Ms. Kolling reviewed the rationale for measuring TDM impacts, which include:

- Program funding depends largely on evaluation and monitoring of program impacts.*
- Tracking participation in TDM services (the primary component of impact calculations) provides an opportunity to determine the most effective programming and set growth targets.*
- Consistent and accurate reporting of TDM service benefits will drive actions that lead to better outcomes.*

She stated that Local Service Providers ("LSPs") target TDM programming and outreach in and around their respective "Hotspots", and reviewed maps of City of Raleigh, Wake, RDU, RTP, Orange, Chapel Hill, Duke, NC Central, Wake Tech, and NC State.

Ms. Kolling reviewed TDM service data collection. She stated that each quarter, local and regional service providers report participation in TDM programs, in-person outreach events, and media outreach analytics.

Some services can be evaluated independently of others, but most are inter-related. Methodology adjusts the credits for individual services to eliminate double-counting participation, which would otherwise result in over-estimating service benefits. Impacts include 6.5 million trips avoided, 2.9 million gallons of gas saved, 70 million commute miles reduced.

She added that there are certain limitations, such as uncertainty in assumptions made without local empirical data and not all reported TDM services are represented in the calculation. Existing goal (25% reduction in commute VMT growth) from 7-year plan has been met year-after-year.

Ms. Kolling reviewed the planned improvements to impact calculation methodology. This

includes the goal of Improved processes for collecting data, tracking progress, and reporting enhanced performance metrics to more effectively monitor and communicate the impacts of TDM services.

The Triangle Transportation Demand Management Program Annual Impact Report was received as information.

5.3**Triangle Transportation Demand Management Plan Update**

Shuchi Gupta, Triangle J Council of Governments

Requested Action: Recommend approval of the Triangle Transportation Demand Management Plan Update and Goals.

Attachments: Staff Report

Triangle TDM Plan Update Goals

Ms. Andrea Eilers stated that changes to the Triangle TDM Updated Plan since presenting the draft plan in November were based on feedback from received public comments. She introduced Ms. Shuchi Gupta from Triangle J Council of Governments, who reported on this item.

Ms. Gupta reviewed the goal development stages from focus groups to final revisions, and stated that a user guide had been added to the updated plan document to be more user friendly and easier to read.

Ms. Gupta stated that the Triangle TDM Program has surpassed its original goal of 25% reduction in growth of VMT for many years. With new technology-based mobility, arrival of cheap modes such as scooters, concerns about congestion, and adverse impacts on health from increasing vehicular traffic, it is critical that the Triangle TDM Program makes itself more relevant to the changing transportation landscape. The Triangle TDM Program has historically relied on VMT as the measurement of its success, though it provides many additional benefits such as reduced congestion, better environmental quality, deferral of new road construction, and better public health and safety. It is important to communicate these benefits to promote alternative commutes and mitigate the future anticipated challenges in the region arising from population increase, climate change impacts, and technological advances.

Ms. Gupta reiterated that the Updated Plan's main focus is to reduce reliance on single-occupancy vehicles (SOV) for travel. The Updated Plan's draft contains six main goals:

- 1. Refine and enhance program evaluation methods to improve processes for collecting data and tracking progress. Changes to this goal included moving "Benchmark overall program performance against peer regions" from Goal 5 to Goal 1.*
- 2. Align Funding Cycles with Performance to ensure accountability. Updates to this goal include working with NCDOT to utilize unspent CMAQ funding on eligible TDM and technology projects.*
- 3. Expand program marketing and outreach to create widespread awareness and provide viable options to commuters. Changes include conducting outreach and providing incentives in communities of color and low-income areas to promote alternate transportation options, and working with MPO's and NCDOT to promote the new tiered Statewide TDM Recognition Program for employers and communities.*
- 4. Get innovative by taking advantage of emerging opportunities and non-traditional demand management strategies. Updates include exploring partnerships with Chamber of Commerce, or similar organization to leverage their ability to offer alternate commute incentives to local retail and service industries.*
- 5. Integrate with local and regional planning efforts. Changes include to work with MPO's*

and NCDOT to incorporate TDM impacts into the 2050 MTP, state transportation plans, and scoring and prioritization methods for transportation funding.

6. *Develop policy guidance.* The goal is to develop a set of evidence based policy tools that local governments, employers and service providers can use to improve TDM, with emphasis on the two characteristics shown to be most influential when making travel choices: pricing and land use. This is a new goal, based on feedback from public comments.

CAMPO Deputy Director Alex Rickard inquired about Goal 1, specifically on why deferral of new road construction is important in this goal when many communities are interesting in doing everything they can to accelerate new road construction for their projects. Ms. Gupta stated that the deferral of new road construction is based on NCDOT's State TDM Plan and is a potential metric that measures the positive impact of less road construction if car travel is reduced. If implemented, the new metric would assume that people would not be using the roads as much, in turn causing not as many roads to be built. Member John Hodges-Copple followed up that all of the metrics under Goal 1 are examples of broader TDM impacts that could be used. The main idea is that there should be more metrics than the hard to explain single metric of reduction in growth of VMT. In investigating how to measure the impacts, if deferral of new road construction is not feasible it could be eliminated or replaced with a more appropriate measure. Alex Rickard inquired how to determine the impacts would actually be related to TDM. If the state delays the entire STIP and road construction is delayed 10 years, how would that impact the metrics for the TDM program. Member John Hodges-Copple explained that they would have to have that conversation regarding the metrics and how to measure them. The big picture is to get beyond the single measure, look at others that might be related, and to the degree that you can actually measure and incorporate them. Alternate Jay Heikes inquired if in addition to or as an alternative to deferral of new road construction, could the measure be % of users in particular corridors using sustainable modes such as carpool/vanpool/bus as opposed to single occupancy vehicles.

Member Tim Gardiner asked how we will use these goals and how they will be reported. Ms. Eilers replied that these are overall goals, not tied to specific programs or projects. Some of the goals will be specific to TJCOG, some to the funders, and some to the partners. Every year TJCOG will work with the Oversight Committee to prioritize which goals for that specific year and a combination of relevant activities will be selected to chip away at the overall goals. They realistically would not expect to achieve all of the goals by the end of this fiscal year or next, but will work every year to get closer to meeting goals.

Alternate Jay Heikes inquired about Goal #5. He asked what some of those activities regarding land use planning and local governments would be. Ms. Gupta elaborated that there was feedback provided during the focus groups that there can be silos in some instances. The goal is to encourage the TDM partners and transportation agencies to help ensure accurate communication is disseminated regarding TDM by leveraging help from cross-departmental staff members. Cross departmental meetings would help to fill in the gaps and help make all staff aware of programs and projects. Mr. Heikes emphasized that breaking down silos is important but also inquired if an activity that might fall under this goal could be helping to draft a local model TDM ordinance that could be applied to development review and land use decisions. Ms. Gupta replied that it would be outside the scope of the program but could fit under Goal 6 regarding providing policy guidance. Member John Hodges-Copple brought up that Durham County had a local TDM ordinance that was removed by state legislature. There seems to be interest in seeing if an ordinance could be looked at in the legislature and the 2 joint MPOs have a

set of policy priorities that includes this as an activity. Investigating a local TDM ordinance would fall more under the policy guideline legislative activity rather than something the TDM program could do, but the issue could be raised under Goal 6.

A motion was made by Alternate Paul Black, seconded by Alternate Jay Heikes to recommend approval of the Triangle Transportation Demand Management Plan Update and Goals. The motion passed by unanimous vote.

5.4**Commuter Corridors Study**

Crystal Odum, MPO Staff and Mushtaqur Rahman, Baseline Mobility, Inc

Requested Action: Receive as information.

Attachments: [Staff Report](#)

[Attachment B CAMPO CCS FinalReport Dec1-2019](#)

Crystal Odum, MPO Staff stated that CAMPO, along with NCDOT commissioned a study to analyze existing and future congestion along major commuter corridors. She introduced Mr. Mushtaqur Rahman from Baseline Mobility, Inc, who presented an overview, the methodology used and the findings of the study reporting on this item.

Mr. Rahman stated that the Capital Area MPO conducted a Commuter Corridors study to understand and analyze select, congested commuter corridors in the CAMPO planning area during the 2045 horizon years to investigate the underlying causes of the congestion. He said that this technical study develops and recommends various land use and transportation scenarios and investments that offer multi-modal, high impact solutions to relieve or mitigate anticipated congestion, policy recommendations that would be necessary to support the various scenarios, planning level costs for transportation elements in each of the recommended scenarios and a communications and public engagement strategy that can be deployed by the MPO to discuss the scenarios with stakeholders and the public.

Mr. Rahman provided general context for the study. He stated that 2045 MTP shows that many interstates and highways in the region are projected to have significant traffic congestion in the future even with transportation investments, and that 2045 MTP congestion forecast is based on the region's growth projections of two million people, one million jobs, and nine million trips. Projected traffic volumes will exceed roadway capacity so the study examines hypothetical scenarios to determine if and how we can reduce future congestion. The technical study required significant data review and was supported by a Technical Steering Committee (TSC) made up of regional, multi-jurisdictional transportation professionals including the NC DOT Transportation Planning Division and Division 5, the Town of Clayton, the City of Raleigh Transportation, GoTriangle, ITRE, consultants and CAMPO staff. Three (3) TSC workshops were held to exchange information and review findings with the project study team.

Mr. Rahman went over the commuter corridors network originally provided by CAMPO for the study and the map of the adopted 2045 MTP. He reviewed the hypothetical scenarios planning exercises of the study which included Highway Mega Expansion, Dynamic Tolling, Equitable Transit-Oriented Development, Regional Resiliency, GIG Economy of Mobile Workers and SMART Mobility HUBS. Mr. Rahman explained the effort was to learn about how people were making their trips and to understand growth trends for planning purposes. The scenarios were created using many datasets and tested using various models. Mr. Rahman introduced the unrealistic, hypothetical assumptions for highway expansion (doubling existing lanes), explained dynamic tolling, how travel time reliability was measured using buffer time during AM and PM peak time, and how Air Sage Data from smart phones sightings was used to map trip origins and destinations. Resiliency was planning for extreme weather and disruptions on the commuter network while ETOD was a realistic scenario featuring growth in affordable housing, offices and retail around planned transit stations with a growth in transit frequency.

Vice Chair Eric Lamb requested clarification for Dynamic Tolling, with regards to HOV occupancy. Mr. Rahman replied that the study measured a mixture of tolling. For the

inner beltline, all lanes would be tolled. The outer beltline tolling scenario is consistent with existing plans with only the managed lanes network on I-40 being tolled.

Mr. Rahman addressed the GIG economy scenario where there was an assumed reduction in commuter trips as independent workers would prefer to work from home.

Additionally, Mr. Rahman presented the concept of Smart Mobility Hubs. Thirteen potential smart mobility hub locations were identified during the study. These assumed 50% additional growth in household, office and retail within 1.5-mile band of each MHUB, and assumed high frequency transit with downtown Raleigh and the RTP. Mr. Rahman stated that this scenario was deemed realistic and feasible, and has the potential to curb future traffic congestion in the region. Chair Eric Lamb requested clarification for these hubs. Mr. Rahman replied details are in the final report that this was based on an emerging trend of 'first mile, last mile', similar to TOD (transit oriented development.)

He said, safety and transit provider data on ridership patterns were also examined and is also provided in the final report.

Mr. Rahman concluded with information regarding comparisons of the scenarios using benefit cost analysis. Travel savings was monetized in the study. Mr. Rahman stated, the study modeled the redistribution effect of the scenarios without changing the MTP's underlying assumptions and data. Alternate Jay Heikes asked if he would recommend any combination of the scenarios. Mr. Rahman responded that Mobility and ETOD scenarios or a combination there of held the best potential to improve future congestion.

The final report shows additional information and includes brochures that summarize the scenarios and findings.

The Commuter Corridors Study Item was received as information.

5.5**NC Moves 2050 Update**

Chris Lukasina, MPO Staff

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

Reporting on this item were Mr. Travis Marshall, NCDOT; Ms. Leta Huntsinger, WSP; and Mr. Alpesh Patel, Cambridge Systematics

Mr. Marshall discussed the context of the NC Moves 2050 Plan, stating that it is a strategic transportation plan connecting communities across North Carolina focused on creating a more responsive, diverse and inclusive transportation system for keeping people and freight moving safely and efficiently. To develop the plan, the N.C. Department of Transportation is conducting a two-year, multi-phased study that involves examining all aspects of North Carolina's transportation system, collecting data and information about its performance and anticipated challenges in the future and engaging the public to capture thoughts and ideas about the state's biggest challenges in the future.

Mr. Marshall stated that the purpose of this report was to inform, engage and generate excitement around this NC Moves initiative. This is an update on the planning efforts since the presentation in Spring of 2019. Mr. Marshall reported that since the last round of presentations, the NC Moves 2050 project has reached several key milestones in the plan development. The research for the Drivers and Opportunity task was completed, the 4 alternative futures were developed and highlighted in the second survey, and most recently, the strategic actions to reach the NC Moves 2050 goals have been drafted and are the main content for the third survey. The Department has an overall goal of engaging 4 million people throughout the development of the plan.

Ms. Huntsinger shared that the "Drivers and Opportunities" research done on demographics, partnerships, security, resiliency, economy, funding, tourism and technology has been finalized and potential impacts identified that may affect North Carolina's future. The overall plan is anticipated to be complete in August 2020.

Ms. Huntsinger reported that the NC Moves 2050 Plan explored four different hypothetical scenarios to help picture our transportation future. Scenario planning helps develop different views of the future based on "what ifs". She explained this helps the N.C. Department of Transportation better understand how to prepare long-range transportation plans that consider how people and goods will travel.

Ms. Huntsinger stated that the second survey focused on the alternative futures and ran from April to June. The four alternative future scenarios were presented in the second survey, allowing the project team to collect input from the public on how they thought the future might look. The survey was taken by over 10,000 North Carolina residents. This input was used to help develop the needs for 2050 and to draft the NC Moves 2050 objectives and strategic actions. Outreach for this phase was comprehensive and reached every county in North Carolina.

Mr. Patel said that the vision of NC Moves 2050 will reflect NCDOT's focus on policy-based solutions rather than specific projects. He shared that there are five objectives that support the vision of NC Moves 2050. These are:

1. Provide transportation access for all

2. *Improve transportation through technology*
3. *Ensure safety and security.*
4. *Support a strong economy*
5. *Maintain a high-quality system*

Each objective is based on research of existing transportation plans and future needs. They reflect the feedback of residents, stakeholders, partners, NCDOT staff and subject matter experts.

Mr. Patel stated that the third public survey is open from October 16th to February 14th and asks residents to provide input on which draft actions are most important to them and their communities. He encouraged everyone to take the survey and encourage communities to participate by sharing the survey with all networks.

Alternate Jay Heikes asked if performance measures would be included. Ms. Huntsinger replied that yes but the measures would be high-level and policy-focused rather than project-specific measures, and would look at feasibility of implementing the policy recommendations.

The NC Moves 2050 Update Item was received as information.

5.6 Greater Triangle Commuter Rail Alternatives Analysis Preliminary Results

Bret Martin, CAMPO Staff and Katharine Eggleston, GoTriangle Staff

Requested Action: Receive as information

Attachments: [Staff Report](#)

Mr. Bret Martin, CAMPO Staff introduced Ms. Katharine Eggleston from GoTriangle Staff, who reported on this item.

Ms. Eggleston reiterated that the ultimate goal of the study is to equip GoTriangle and its regional partners with more detailed information on the productivity, feasibility, and project delivery requirements of a commuter rail project within the North Carolina Railroad corridor between Mebane and Selma.

Ms. Eggleston mentioned that the focus of the January 2nd update is to provide an overview of results from various service scenarios evaluated to date, including infrastructure requirements, cost, and ridership for each. Further, Ms. Eggleston reviewed various project metrics for each scenario, particularly those used for federal funding eligibility scoring, and reviewed how the cost and ridership of the studied scenarios compare to commuter rail peers nationwide. Ms. Eggleston mentioned that subsequent updates and decision points will come to the TCC in the coming months, including updates to project scenarios and associated metrics, project risk assessment information, and details of a memorandum of understanding for early project development activities.

Ms. Eggleston stated that while the North Carolina Railroad is built for the service it currently offers, added capacity, including commuter rail, would require additional infrastructure, including added tracks.

Ms. Eggleston explained that for ridership, which requires further refinement, multiple tools are in use, including detailed testing for various input parameters, consideration for factors that affect park-and-ride usage and mode shift (fixed guideway factors). She mentioned that further vetting to identify/address anomalies in base data will be done.

It is anticipated that discussions on next steps for potential project implementation will continue with the TCC and Executive Board beyond January that will ultimately lead to a decision on when, how, and to what extent a project within the corridor will be studied further.

Ms. Eggleston reviewed the potential ratings for various scenarios in terms of federal funding eligibility and competitiveness. She noted that a medium rating is the minimum for achieving funding through the Small Starts program. She noted that scenarios with very high costs and scenarios with very low service do not appear to score well in the rating system.

Attendee Joe Milazzo asked when we could expect getting commuter rail open if we decided to go with the most viable scenario. Ms. Eggleston responded that the Wake Transit Plan assumes a 2027 opening year, but the analysis is being done with a 2029 opening year anticipated. She noted that developing, designing and constructing the system would be a multi-year undertaking.

Member Tim Gardiner commented that everyone should understand the fundamental

changes coming out of the work underway, including timelines and budgets. There appears to be up to a \$400 million swing at the high end, which could entail a high local funding share beyond Wake Transit dollars and beyond Wake County. He cautioned TCC members to understand these issues and be prepared for upcoming discussions with their Executive Board members. Member John Hodges-Copple echoed this message, and advised all TCC members to stay engaged in the conversation, particularly those with jurisdiction along the lines. There will be tough discussions and decisions coming up that will require members to be up to speed on these issues.

Alternate Jay Heikes asked what the next steps for decisions will be. Ms. Eggleston responded that there would be continuing discussions with funding partner boards in January, February and March regarding whether to move forward with early project development, including better defining anticipated risks to the project. She clarified that early project development would include engaging with railroad operators about infrastructure, looking at more detailed engineering for known trouble spots along the corridor such as downtown Durham and downtown Cary, evaluating what agreements would be needed to move the project forward and what those agreements might look like, and achieving buy-in from stakeholders on next steps toward project development.

Member Shannon Cox asked if all the scenarios reviewed today would move into early project development. Ms. Eggleston responded that she hoped the project management committee could zero in on which scenario seemed most viable, but that more than one scenario may be carried forward if necessary.

The Greater Triangle Commuter Rail Alternatives Analysis Preliminary Results Report was received as information.

5.7 FY 2019 Wake Transit Annual Report

Bret Martin, CAMPO Staff and Steven Schlossberg and Mike Charbonneau, GoTriangle Staff

Requested Action: Receive as information

Attachments: [Staff Report](#)

[Attachment 1 - FY 2019 Wake Transit Annual Progress Report](#)

[Attachment 2 - FY 2019 GoT CAFR](#)

Bret Martin, CAMPO Staff introduced Mike Charbonneau and Steven Schlossberg, GoTriangle Staff who reported on this item.

The Wake Transit Governance Interlocal Agreement requires production of and presentation to the CAMPO Executive Board and Wake County Board of Commissioners: 1) An annually audited financial statement for the Wake Transit annual operating and capital funds and 2) An update of Wake Transit projects, including milestones and timelines. These annual reports are to be provided to the CAMPO Executive Board by December 15th of the subsequent fiscal year from the period covered by the reports. GoTriangle, serving as the tax district administrator, has produced these reports for FY 2019 for presentation to the TCC, Executive Board and Wake County Board of Commissioners. The FY 2019 Wake Transit Annual Report is provided as Attachment 1, and the FY 2019 Comprehensive Annual Financial Report (CAFR) for the Wake Transit annual operating and capital funds is provided as Attachment 2.

Mr. Charbonneau reported that Wake County has more than a million residents, and that number grows by more than 60 people a day. In 2016, Wake County voters approved a half-cent transit-designated sales tax to invest in the Wake Transit Plan. By 2027, the plan should triple countywide bus services, increase the number of routes running every 15 minutes or less and add bus rapid transit and commuter rail systems.

Mr. Charbonneau stated that funding allocated in fiscal year 2019 helped expand bus service throughout Wake County, further linking colleges and universities, employment centers, medical facilities, dense residential areas, Raleigh-Durham International Airport and downtowns. Weekend and evening service was increased, stops were improved and additional on-demand trips were provided to elderly, disabled and rural Wake County residents.

He reported that the design phase for the county's first bus rapid transit corridor began in late spring, and that New Bern Avenue is one of four planned corridors that will feature dedicated bus lanes on local roads, priority treatment at traffic signals and raised platforms for commuters.

Mr. Charbonneau shared that long range goals include plans to connect the region, connect all Wake County communities, create frequent and reliable urban mobility, and to enhance access to transit. Mr. Charbonneau stated that after the late summer launch of the Youth GoPass program invited them to ride free, more than 6,600 youths ages 13 to 18 signed up during fiscal year 2019.

Mr. Steven Schlossberg reviewed financial information for FY 2019, including amounts and corresponding sources of revenue and expenditures.

\$92,496,302
Half Cent Sales Tax

\$6,470,828
\$ 7 Vehicle Registration Tax

\$4,258,283
Vehicle Rental Tax

\$2,901,820
Other Revenue

\$2,771,895
\$3 Vehicle Registration Tax

\$108,899,128
Total Revenue

Mr. Schlossberg noted that the FY20 Wake Transit Budget assumes \$92.1 million dollars in revenue.

The FY 2019 Wake Transit Annual Report Report was received as information.

5.8

Federal Rescission Update

Gretchen Vetter, CAMPO Staff

Requested Action: Provide recommendation on whether to allow prior year project to continue with LAPP funding.

Attachments: [Staff Report](#)
[LAPP Unobligated Funds report January 2020](#)

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

*Ms. Vetter reviewed the most current SPOT and LAPP project suspension list. A full list was provided in an additional handout. These include:
SPOT Preliminary Engineering Suspension:*

Changes Since November 19, 2019 List:

PE to Restart in January

-B-5684: US 401 (Capital Blvd), Replace bridge 910146 over Crabtree Creek in Raleigh

-U-5307A: US 1 from I-540 to north of Durant Road

-U-5751: NC 55/NC 42 at US 401 in Fuquay-Varina

PE to Restart in February

-BR-0050 Bridge 910172 and 910175 on US401 over Atlantic Ave

-I-5701 I-40/US 64; FROM I-440/US 1/US 64 TO SR 1370 (Lake Wheeler Road)

-I-5703 I-40 AND I-440/US 1/US 64 Reconstruct Interchange

-P-5718 CSX crossing at NE Maynard Road

-P-5734 Rail Crossing at Trinity Road

Ms. Vetter presented the LAPP project delays as a directive from the NCDOT Chief Engineer's office, which include:

-LAPP Projects will not be allowed to request Funding Authorization, and Construction Bids will not be awarded until at least May 2020 due to cash flow issues.

-LAPP Project Managers Notified Via Phone

-Projects May Continue if Local Jurisdiction Commits to Defer Reimbursement

-CAMPO Staff to Collect Feedback and Questions to Submit to NCDOT Division 5 and Chief Engineer's Office

Ms. Vetter then reviewed issues around the federal rescission and prior year LAPP projects.

She stated that the Federal rescission scheduled for July of 2020 has been officially cancelled.

Ms. Vetter reviewed the CAMPO fund balance at the end of Federal Fiscal Year 2019 and stated that the CMAQ funds total approximately 3.2 million dollars and STPDA funds total approximately 4.8 million dollars. She noted that even though the federal rescission was cancelled, the remaining \$3.2 million of CMAQ funding was taken and protected by NCDOT prior to the end of FFY2019 and CAMPO will not be getting those funds back.

Ms. Vetter shared that CAMPO future funding implications are contingent on: project delays, prior year project liability, additional funding requests, future programming. Other effects of the federal rescission include the CAMPO Executive Board action taken

in August, 2019 regarding prior year projects.

Prior Year Project Determination

-FFY2019 projects have until the end of FFY2020 to request funding authorization.

-FFY2018 and prior year projects have until the end of the first quarter of FFY2020 (December 31, 2019) to request funding authorization.

-Projects that do not reach their respective deadlines must have Executive Board approval to request funding authorization; otherwise, the project will be deprogrammed.

Ms. Vetter shared information regarding two unobligated prior year LAPP projects that missed their December 31, 2019 deadline and were ready to request Executive Board permission to continue with their projects. These are:

City of Raleigh Leesville Safe Routes to School

-FFY2016

-Major delays due to issues with Wake County Public Schools on Right of Way

-90% plans submitted 2016

-2016- late 2018 ROW Issues

-Late 2018- project transferred to City Roadway and Design Unit. Work to resubmit plans and certifications began.

City of Raleigh Crabtree Creek Greenway

-FFY2017

-Major delays due to a need to revise plans that added a suspension bridge to project

-Early Plans and NEPA Documents submitted in 2017

-2017-2018: project learns of need to revise plans and works on revisions

-2019: updated plan review and ROW activities

Member Danny Johnson questioned what the financial impact of allowing the two projects would be for CAMPO. Ms. Vetter noted that the Leesville project used STBGDA funding, which was not affected by the rescission. The Crabtree Creek Greenway utilized CMAQ funding, which would require CAMPO use future funds to support the project, since prior year CMAQ funding was utilized elsewhere. Member Tracy Stephenson inquired if allowing these projects to move forward would impact the current FFY2020 CMAQ projects that have been on hold due to issues with NCDOT's CMAQ Unit. Executive Director Chris Lukasina noted that CAMPO intended to have CMAQ projects draw down CMAQ funding on a first come- first serve basis this year. If CAMPO were to run out of CMAQ funds this year, CAMPO could either delay obligating outstanding projects until a future year, or change the funding source for those projects. To make up for the additional funding needed to support prior year projects, the Executive Board may choose to take action to program less funding in future rounds of LAPP in order to catch up the funding.

Member Sandi Bailey asked what the total funding impact to future rounds of LAPP would be if all outstanding projects came back in for funding. Ms. Vetter responded that \$26 million dollars is in the outstanding requests. Alternate Aaron Levitt asked whether the Utey Creek Greenway project needs to come back in for approval. Ms. Vetter responded that the ROW phase is okay but construction phase will need to come back for Board approval.

A motion was made by Member Shannon Cox, seconded by Alternate Jason Brown to recommend that prior year LAPP projects to continue with LAPP funding. The motion carried by unanimous vote.

5.9 FY2021 Locally Administered Projects Program Investment Mix

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as Information.

Attachments: [LAPP FY2021 Recommended Investment Mix](#)
[Staff Report](#)
[LAPP Selection Panel Meeting Overview](#)

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

Ms. Vetter stated that in August 2019, the NC Capital Area MPO's Executive Board opened a call for projects to identify and program available FFY 2021 Locally Administered Projects Program (LAPP) funds. The call for projects resulted in submission of 40 eligible projects for consideration.

Ms. Vetter reported that the Executive Board also approved a target modal investment mix of 65 percent roadway, 27 percent bicycle & pedestrian, and 8 percent transit to help guide development of a recommended FFY 2021 investment program totaling \$25 million, including CMAQ. Projects were reviewed for funding eligibility and scored based on the adopted LAPP prioritization criteria by CAMPO staff.

Ms. Vetter reviewed the project selection process steps:

- Staff seeks applicant clarification only to confirm eligibility and clarify project details*
- Eligibility Concerns: Federal Aid Eligible, MTP Compliant, Shovel Ready, etc.*
- Administrative Concerns: Reasonable Schedule, Required Materials, etc.*

LAPP Selection Committee discusses evaluation philosophy, including:

- Serving as an external reasonable check.*
- Raising questions: Has the applicant covered their bases?*
- Recommending approaches to implementation to improve the outcomes.*
- LAPP Selection Committee reviews eligible FFY 2021 LAPP project submissions.*

All projects are expected to score at least 50% of the points awarded to the top-scoring project in each mode.

If a project does not, Selection Committee determines if the project should be funded or if the funds from that modal mix element should be reallocated to another modal mix element to fund higher-scoring projects.

Ms. Vetter reviewed the recommended LAPP projects for FFY2021, which included fully funding the top four roadway, bike/ped, and transit projects and partially funding the fifth scoring transit project. The Selection Panel's recommended investment mix ended up as 69% roadway, 21% bike/ped, and 10% transit. Additional information on the Selection Panel's process in determining their recommended mix was included in a write-up in the attachments for the item.

The Selection Panel recommended fully-funding the top four roadway projects submitted: Town of Rolesville's Burlington Mills Road Realignment, The City of Raleigh's Old Wake Forest Road – North, Town of Holly Springs Holly Springs Road - Phase II, and Wendell Boulevard Wendell Falls Parkway Intersection Project. The Selection Panel then recommended fully funding the top four bike/ped projects: Town of Apex West Chatham Street Sidewalk, Town of Rolesville Main Street Corridor Improvements, Town of Wendell

Wendell Boulevard Sidewalk Project, and Town of Holly Springs Avenet Ferry Road Sidewalk Connectors. The fifth-scoring project, Holly Springs Road Sidewalk, is at the same location as the Town of Holly Springs' roadway project that was recommended for funding and therefore would be included as a part of the roadway project. The Selection Panel recommended skipping over this project and offering the remaining funding as partial funding to the City of Raleigh's Crabtree Creek Greenway Connector project in the amount of \$787,737. This dollar amount is a combination of the remaining funding after the recommended roadway and transit projects were determined. The City of Raleigh was unable to accept the local match at this rate and the funding was offered to the Town of Knightdale's Mingo Creek Greenway. The Mingo Creek Greenway is an existing LAPP project that is behind schedule. The project was submitted to protect their funding in case the project is recommended to be deprogrammed by the Executive Board. Upon learning of the partial funding offer, the Town of Knightdale opted to forego the partial funding offer, hoping to receive an extension for their existing, fully-funded LAPP project. Rather than offering partial funding to the next scoring project, the LAPP Selection Panel recommended offering the remaining \$787,737 to the transit mode. The Selection Panel recommended to fully fund the top four transit projects and offer the \$787,737 as partial funding to the fifth-scoring transit project in that mode. The projects recommended for funding in order are: GoApex Route 1 Bus Stop Improvements, GoTriangle Bus on shoulder on I540 and I40, Go Cary 3 Sidewalk Connections to GoCary Transit Service, GoTriangle Improvements at 13 bus stops, and GoRaleigh Enhanced Transfer Points (6 site locations).

Ms. Vetter confirmed that the draft FFY 2021 LAPP Investment Program posted January 17 2020 through February 16, 2020. A public hearing has been scheduled for the February 19, 2020 Executive Board meeting. Chair Andes asked if the Executive Board would be making their decision to adopt a FFY2021 LAPP Investment Mix at the February Board meeting as well. Ms. Vetter responded in the affirmative.

Alternate Paul Black noted that the bicycle and pedestrian projects recommended for funding this year tended to have a greater benefit for pedestrians rather than bicyclists; he suggested this issue could be looked into further when preparing for future rounds of LAPP.

The FY2021 Locally Administered Projects Program Investment Mix Report was received as information.

5.10 Unified Planning Work Program & MPO Self-Certification FY 2021

Shelby Powell, MPO Staff

Requested Action: Receive as information.**Attachments:** [Staff Report](#)
[Unified Planning Work Program FY 2021](#)

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

Ms. Powell stated that due to Federal funding implications, it is necessary to focus on the UPWP FY2021 now, and provided an overview of upcoming and existing programs for FY2021.

Ms. Powell reviewed that the Unified Planning Work Program (UPWP) is the annual work plan and budget for the MPO that outlines the programs, processes and tasks to be completed by MPO staff during the year. In addition to the annual delivery of programs such as LAPP, the TIP, the Public Participation Plan, and Wake Transit, there are several special studies included in the draft UPWP for FY 21. These include the completion of the update of the Northeast Area Study; the completion of the Triangle Bikeway Implementation Plan; and Wake Transit-specific projects for developing better online visualization for Wake Transit implementation projects for the website, and completing the update to the Wake Transit Vision Plan.

Ms. Powell stated that new studies to begin in FY 2021 are proposed to include a regional Bus on Shoulder study for the Triangle region; a US 401 Corridor Study in southern Wake and northern Harnett Counties; the Western Wake ITS study; and Phase II of the Fayetteville-Raleigh Rail Corridor Study. The UPWP also includes funding to update the MPO's Strategic Plan in anticipation of MPO boundary and membership changes resulting from the 2020 Census. Several studies included here will depend on outside funding from partner agencies.

She explained that the MPO Self-Certification is a questionnaire designed to determine whether the MPO is performing activities in a manner consistent with federal requirements.

Ms. Powell reported that in 2015, the Executive Board implemented a \$100,000 cap on indirect expenses for the MPO to pay the City of Raleigh for expenses associated with acting as Lead Planning Agency for the MPO. CAMPO Staff has a conservative estimate of those costs being up to \$225,000 during FY 21, with a cost allocation done by full time employee position. The MPO Staff is working on an indirect cost policy that will allow for the MPO to uniformly address indirect cost increases in future years.

Ms. Powell stated that the draft FY 2021 UPWP and MPO Self-Certification will be open for public comment from January 17, 2020 through February 16, 2020, and that a public hearing is scheduled for the February 19, 2020 Executive Board meeting.

The Unified Planning Work Program & MPO Self-Certification FY 2021 Item was received as information.

5.11 Contracts: Triangle Bikeway Implementation Plan and Northeast Area Study Update

Shelby Powell, MPO Staff

Requested Action: Recommend the Executive Board approve the contracts for the Triangle Bikeway Implementation Plan and the Northeast Area Study Update, and authorize the Executive Director to execute said contracts.

Attachments: [Staff Report](#)
[Triangle Bikeway Implementation Study - Contract](#)
[Triangle Bikeway Implementation Study - Scope](#)
[Northeast Area Study Update - Contract](#)
[Northeast Area Study Update - Scope](#)

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

Ms. Powell stated that the two studies funded in the adopted FY 2020 UPWP are the Triangle Bikeway Implementation Plan and the Northeast Area Study Update. After working with stakeholders in each study area to develop an acceptable scope for each study, and successfully negotiating fees for each study, the contracts are now ready for execution.

Ms. Powell reported that the cost for the Triangle Bikeway Implementation Study is \$398,279 (contract with McAdams), and the Northeast Area Study Update is \$400,000 (contract with Stantec). Because these studies exceed the \$250,000 staff approval limit they will require Executive Board approval.

A motion was made by Vice Chair Eric Lamb, seconded by Member Danny Johnson to recommend to the Executive Board approval of the contracts for the Triangle Bikeway Implementation Plan and the Northeast Area Study Update, and authorize the Executive Director to execute said contracts. The motion passed by unanimous vote.

6. Informational Item: Budget**6.1 Member Shares FY 2020**

Lisa Blackburn, MPO Staff

Requested Action: Receive as Information

Attachments: [FY 20 Projected Member Dues QTR 1](#)

The Member Shares Report was included in the agenda packet.

The Member Shares Report was received as information.

- 6.2** **Operating Budget - FY 2020**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 20 Projected Budget QTR 1](#)

The Operating Budget Report was included in the agenda packet.

The Operating Budget Report was received as information.

7. Informational Item: Project Updates

- 7.1** TCC January Project Updates

Requested Action: Receive as information.

Attachments: [TCC Project Updates 02 January 2020](#)

The Project Updates were included in the agenda packet.

The Project Updates item was received as information.

7.2

Attachments: [Public Engagement Updates Exec. Board Jan. 2020 FINAL](#)

The Public Engagement Updates were included in the agenda packet.

The Public Engagement Updates item was received as information.

8. Informational Item: Staff Reports

CAMPO Executive Director Chris Lukasina stated that:

-TCC members were asked to review and provide input on existing roadway and transit networks for each jurisdiction for the overall region's Network Analysis by December 31st. That input period has now closed. He extended thanks to everyone who participated, and stated that there would be follow up to comments provided. The next phase of the review will be of CommunityViz, followed by base year employment in the spring which is expected to finish by June. Updates regarding any areas that had no participation by local staff in updating the network will be provided both to the TCC and Executive Board.

-In the February-April range we will begin to see the SPOT 6 draft lists of projects. More information is forthcoming.

-The Joint MPO meeting with DCHC will be held on January 30, 2020 in the Apex Town Hall and will start at 0900.

-The NCAMPO conference will be held in Greenville from April 22-24, 2020 and the deadline for presentation submissions is January 17, 2020.

-TCC and Executive Board agendas are distributed electronically through a bulk mail service, Mailchimp. He requested that members check their spam and/or junk folders and ensure filters are set to enable this communication and avoid printing agendas.

-The Executive Board made a request that staff develop consistent measures to better predict overhead costs with the City of Raleigh as CAMPO's lead planning agency (LPA). As background, the Executive Board has set a cap of \$100,000 on overhead costs for the UPWP. This year costs are projected to be close to \$225,000 and would require the Executive Board to take action to waive the cap in order to fund the overhead costs. As this is a continuing issue, CAMPO staff will soon provide to the TCC and Executive Board some viable options for dealing with this issue in the future.

TCC Chair - no report

NCDOT Transportation Planning Division – Member Phil Geary asked everyone to please share information with their networks about the NC Moves 2050 update and online survey.

NCDOT Division 4 - no report.

NCDOT Division 5 - no report.

NCDOT Division 6 - absent.

NCDOT Rail Division - absent.

NC Turnpike Authority - absent.

The Staff Reports item was received as information.

9. Adjournment

Upcoming Meetings/Events

<i>Capital Area MPO TAC Meeting</i>	<i>January 15, 2020</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>Joint CAMPO/ DCHS Boards Mtg</i>	<i>January 30, 2020</i>
<i>Apex Town Hall</i>	<i>8:30 a.m.</i>
<i>Capital Area MPO TCC Meeting</i>	<i>February 6, 2020</i>
<i>One Bank of America Plaza</i>	<i>10:00 - noon</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Capital Area MPO TAC Meeting</i>	<i>February 19, 2020</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>	