

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

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

Thursday, November 7, 2019

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. There were no new members to be introduced. Mr. Mical McFarland introduced himself as the alternate representative for Roleville, and was standing in today for Member Danny Johnson.

Present: 21 - Member Juliet Andes, Paul Black, Dylan Bruchhaus, Bryan Coates, Shannon Cox, Jimmy Eatmon, Tim Gardiner, Phil Geary, John Hodges-Copple, Kaitlin Hughes, Justin Jorgensen, Erin Klinger, Eric Lamb, Gaby Lontos-Lawler, Jason Myers, Terry Nolan, Kendra Parrish, Jay Sikes, Morgan Simmons, Tracy Stephenson, and Darius Sturdivant

Absent: 15 - Sandi Bailey, Gregory Bethea, Kelly Blazey, Bob Clark, Michael Clark, David DeYoung, Michael Frangos, Joe Geigle, Scott Hammerbacher, Chris Hills, Joey Hopkins, Catherine Knudson, Michael Landguth, Branston Newton, and Pamela Perry

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 October 2019 Draft Minutes

Requested Action: TCC approval of the October 2019 draft minutes.

Attachments: [TCC Meeting Minutes 10.3.2019](#)

Draft minutes were distributed in the agenda packet.

A motion was made by Member John Hodges Copple, seconded by Member Kendra Parrish to approve the minutes from the TCC October 3, 2019 meeting. The motion passed by unanimous vote.

5. Regular Business

5.1 Triangle Regional Transportation Demand Management Plan Update

Andrea Eilers, Triangle J Council of Governments

Requested Action: Receive as information.

Attachments: [Staff Report](#)
[Triangle TDM Plan Update Draft](#)
[Triangle TDM Plan Update Draft Goals](#)

Ms. Andrea Eilers, Triangle J Council of Governments Staff reported on this item.

Ms. Eilers stated that North Carolina Department of Transportation (NCDOT) adopted a statewide TDM plan in 2004. In 2006 and 2007, organizations in the Triangle region came together to create the Triangle Region's 7-Year Long Range TDM Plan. Ms. Eilers added that this Plan had a single goal of reducing annual growth in Vehicle Miles Traveled (VMT) by 25%. It was first updated in 2014 to revise the list of activities and update the hotspots, which are targeted priority areas for funding under the program.

Ms. Eilers reported that a second update to the Triangle TDM Plan is underway in 2019 and is expected to be completed by early 2020. The update is necessary for several reasons: The Triangle TDM Program has surpassed its original goal of 25% reduction in growth of VMT for many years and needs a more challenging goal, or goals; new technology-based mobility entrants such as Uber and Lyft; the arrival of inexpensive modes such as scooters; and concerns about congestion's adverse impacts on health from increasing vehicular traffic. Lastly, the 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, reduced 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. Eilers 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 five main goals:

- 1. Refine and enhance program evaluation methods to improve processes for collecting data and tracking progress.*
- 2. Align Funding Cycles with Performance to ensure accountability.*
- 3. Expand program marketing and outreach to create widespread awareness and provide viable options to commuters.*
- 4. Get innovative by taking advantage of emerging opportunities and non-traditional demand management strategies.*
- 5. Integrate with local and regional planning efforts.*

Member Tim Gardiner asked how we could balance the innovation desired with the specific requirements in federal and other funding requirements.

Ms. Eilers responded that they would be looking to their Oversight Committee and would encourage grantees to attend workshops and other informational events. She added that the grantees would need to follow the standard requirements or "list", which includes

providing one innovative idea.

Ms. Eilers stated that staff from TJCOG plan to present the Triangle Region TDM Plan Update's draft goals at the November 2019 Executive Board meeting and subsequently release it for public comment.

The Triangle Regional Transportation Demand Management Plan Update was received as information.

5.2

R.E.D. Priority Bus Lanes Study

Crystal Odum, MPO Staff

Requested Action: Receive as information.

Attachments: [Staff Report](#)

[T4 Report Indicators Summary Table Excerpt](#)

Mr. Alex Bell from Renaissance Planning, Inc. and Ms. Leta Huntsinger from WSP, Inc. reported on this item.

Mr. Bell reported that the Capital Area MPO is undergoing a study to develop a methodology for determining the suitability of transit priority bus lanes or other corridor treatments in the CAMPO area, and a priority list of recommended application of these treatments. He clarified that, for this study, R.E.D. refers to red painted, right-hand turns, and emergency vehicles and driveway access lanes.

He provided an overview of the study elements, the qualitative analysis and the developed methodology for evaluating and prioritizing transit priority lane treatments in the CAMPO area.

Mr. Bell reported that a Notice to Proceed was issued last November to the consulting team of Renaissance Planning, Inc. and WSP, Inc. The team, with input from a Core Technical Team (CTT) made up of regional transportation professionals, has completed a number of technical reports including a peer review of RED lanes and other bus priority implementations, a comprehensive review of past and ongoing regional planning efforts through an Existing Plans and Studies report and provided an existing conditions analysis via an Existing Conditions Report. He went over the RED Priority Bus Lane Evaluation Methodology and quantitative tool that can be used to determine potential bus priority lanes in the region and introduced an exercise.

Ms. Huntsinger conducted a voting exercise to receive feedback from TCC members about which metrics they felt were most important in evaluating facilities for RED Lane application. Results were tabulated for further review to inform the study. The study is scheduled to conclude June 30, 2020.

The R.E.D. Priority Bus Lanes Study was received as information.

5.3 Mobility Coordination Committee

Crystal Odum, MPO Staff

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

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

Ms. Odum stated that the Raleigh Urbanized Area Coordinated Human Services Public Transportation Plan (CHSPTP) 2018 update sets the priorities for transportation investments and initiatives for human services and public transit coordination in the region. Federally required to access specific program funds, the CHSPT plan guides funding and service development for transportation projects supporting elderly, disabled and low-income individuals in the CAMPO Raleigh urbanized area.

Ms. Odum explained that the plan, which was developed with input from a diverse Human Services Transportation Working Group sub-committee of the Wake Bus Plan Core Technical Team, is in concert with the Wake Bus Plan, a larger effort designed to guide transit service and capital investments associated with the Wake Transit Plan.

Ms. Odum reviewed that one of the core goals of the CHSPT Plan is to create an organizational infrastructure to lead coordinated planning efforts. The plan recommends formalizing the Coordinated Plan Working Group to establish a Mobility Coordination Committee (MCC) and to assign this group responsibility for implementing the recommendations identified in the plan. She added that the short-term goals for the MCC include creating a consistent framework for Wake County's ADA Services; coordinating the management and delivery of ADA services; monitoring the ongoing changes in the State's Medicaid program and transitioning rural transportation programs into a mobility management framework.

CAMPO staff convened the working group, inviting transit provider members from the region. Monthly meetings have been held with the group to develop organizational structures, meeting and work schedules. The members are reviewing the CHSPTP in detail and are developing a DRAFT "Recommended Implementation Strategy Schedule" to put into action the recommendations outlined in the plan for the region. There are three working sub-committees-Administration, ADA and Community Transportation led by member agencies. The full group will meet quarterly beginning October 24th. Other stakeholders including regional human service agencies have been invited to participate as a subset of the Community Transportation sub-committee.

Ms. Odum stated that next steps include formally establishing the MCC and its goals by the CAMPO Executive Board, amending the CHSPTP, if necessary, and seeking approval on the recommended Implementation Strategy developed by the MCC. The TCC/Executive Board and other agencies, as necessary, will be regularly updated on MCC activities. Information on the MCC to be posted on the CAMPO website.

The Mobility Coordination Committee Report was received as information.

5.4 FY 2020 Wake Transit Work Plan - 2nd Quarter Amendments

Bret Martin, CAMPO Staff

Requested Action: Consider approval of the FY 2020 Wake Transit Work Plan 2nd quarter amendment requests

Attachments: [Staff Report](#)
[Attachment 1 - FY20 Work Plan Q2 Amendments Packet](#)

Mr. Bret Martin, CAMPO Staff reported on this item.

Mr. Martin stated that three (3) FY 2020 Wake Transit Work Plan amendment requests were submitted for the 2nd quarter of the fiscal year. All three (3) requests fall into the Major Amendment category and include:

- Addition of one (1.0) full-time equivalent (FTE) staff resource for a procurement/contract analyst for the City of Raleigh;*
- Addition of one (1.0) FTE staff resource for a transportation planning analyst for the City of Raleigh; and*
- Acquisition of four (4) expansion vehicles for demand response/paratransit operations for the City of Raleigh.*

Mr. Martin reported that the amendment requests were released for public comment on September 6, 2019. The public comment period closed on October 7, 2019. No public comments were received for any of the amendment requests. However, two (2) public agency comments were received and were shared with the Wake County Transit Planning Advisory Committee (TPAC) subcommittees charged with reviewing the requested amendments for financial impact and appropriateness of scope within the context of Wake Transit Plan implementation.

Mr. Martin shared that the TPAC recommended approval of all three (3) amendment requests to the Executive Board at its October 9th regular meeting after a finding that any financial or scope impacts associated with the amendment requests are appropriate for the continued implementation of the Wake Transit Plan. More detailed correspondence on the amendment requests was provided to the TPAC for its consideration and is included as Attachment 1.

A motion was made by Member Shannon Cox, seconded by Member Jason Myers to recommend approval of the FY 2020 Wake Transit Work Plan 2nd quarter amendments to the Executive Board. The motion passed by unanimous vote.

5.5 Greater Triangle Commuter Rail Alternatives Analysis Update

Bret Martin, CAMPO Staff and Katharine Eggleston, GoTriangle Staff

Requested Action: Receive as information.

Attachments: [Staff Report](#)

Mr. Bret Martin, CAMPO Staff and Katharine Eggleston, GoTriangle Staff reported on this item.

Mr. Martin introduced Ms. Eggleston who stated that GoTriangle, as the designated project sponsor for the commuter rail corridor identified in the Wake County Transit Plan, continues to lead an alternatives analysis/feasibility study for a commuter rail project within the corridor. Before the study kicked off, a number of regional partners requested that the study corridor be expanded eastward to Selma and westward to Mebane, and GoTriangle and its regional partners agreed to this scope expansion. The primary anticipated outcomes of the study will be to provide more detail on:

- 1) *A project implementation schedule;*
- 2) *Planning-level infrastructure requirements and associated costs for various service scenarios;*
- 3) *Ridership projections for various service scenarios that will make use of the Federal Transit Administration's (FTA) Simplified Trips On Project Software (STOPS) modeling framework; and*
- 4) *Risks that could impact project feasibility, including cost and schedule impacts.*

Ms. Eggleston added 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 corridor. Results from the study are anticipated to be available by the end of calendar year 2019. Katharine Eggleston, GoTriangle Chief Development Officer and commuter rail project manager, provided a progress update to the TCC at its November 7th meeting on the alternatives analysis and what the TCC can expect when results from the study are available.

The Greater Triangle Commuter Rail Alternatives Analysis Update was received as information.

5.6 Status Report - Wake Transit Plan Update

Bret Martin, MPO Staff

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

Mr. Bret Martin, MPO Staff reported on this item.

Mr. Martin stated that in early August, CAMPO kicked off the development of the Wake Transit Vision Plan Update, which will be a tune-up to certain assumptions made in the original Wake County Transit Plan and an extension of the planning horizon for the Wake County Transit Plan from 2027 to 2030. Mr. Martin reported that the primary focus of the Wake Transit Vision Plan Update for the remainder of the calendar year will be:

- 1) Reassessment of cost and schedule feasibility for major capital projects;*
- 2) Determination of remaining financial capacity for investment through 2030;*
- 3) Development of high-level investment tradeoffs and preparation for solicitation of input from stakeholders and the public;*
- 4) Preparation of a countywide transit market reassessment; and*
- 5) Review of recommendations from regional and sub-regional plans to inform potential Wake Transit investments.*

Mr. Martin reviewed that these activities will ultimately inform the development of investment alternatives through core design retreats with the Vision Plan Update Core Technical Team (CTT) and other stakeholders in mid-2020. The TCC received an update on the status of the Wake Transit Vision Plan Update at its November 7th meeting, and CAMPO staff will provide an update on what to expect for the plan update over the coming months.

The Status Report Wake Transit Vision Plan Update was received as information.

5.7 FY2018-2027 Transportation Improvement Program Amendment #10

Gretchen Vetter, MPO Staff

Requested Action: Recommend approval of FY2018-2027 TIP Amendment #10.

Attachments: [Staff Report](#)

[TIP Amendment #10](#)

[Suspension Memo List - Revised \(November 5, 2019\) By County](#)

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

Ms. Vetter reviewed that NCDOT's STIP Unit notified the MPO of amendments to the FY2018-2027 State TIP. The MPO should update the TIP to reflect these changes in order to meet federal regulations stating that the TIP and STIP must be identical. Amendments also include the addition of Wake Transit Funding included in the FY2020 work plan.

Ms. Vetter provided information for the PE Suspension List as updated NCDOT on November 5, 2019, and stated that this list will continue to be updated. She said that two projects have been removed from the September 30, 2019 List:

-B-5318 Replace Bridge 910126 Over Smiths Creek SR 2044 (Ligon Mill Road): PE no longer suspended

-P-5707 Rogers Road Grade Separation: PE no longer suspended

A full suspension list was included in handouts provided at the beginning of the meeting.

The FY2018-2027 TIP Amendment #10 has been posted for public comment from October 3, 2019 to November 4, 2019 and a public hearing is scheduled for the November 21, 2019 Executive Board meeting.

A motion was made by Member Jason Myers, seconded by Member Shannon Cox to recommend approval of FY2018-2027 TIP Amendment #10 to the Executive Board. The motion passed by unanimous vote.

5.8 Federal Rescission Update and FFY2019 Year End Report

Gretchen Vetter, CAMPO Staff

Requested Action: Receive as information.**Attachments:** [Staff Report](#)[LAPP Unobligated Funds report November Executive Board 2019](#)

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

Ms. Vetter provided an update on the rescission of federal highway program funding scheduled for the end of federal fiscal year 2019. The following schedule and deadlines below have been presented to the CAMPO TCC and Executive Board:

At the August 21, 2019 Executive Board Meeting, the Executive Board made the following determination for outstanding LAPP projects:

- FFY2019 LAPP projects are granted a grace period through FFY2020 to request funding authorization (September 2020).

- FFY2018 and prior LAPP projects are granted a grace period through the first quarter of FFY2020 to request funding authorization (December 31, 2019).

If a project wishes to request funding authorization after this deadline the project must receive consideration and approval from the Executive Board prior to requesting funding authorization.

- Any project that does not reach their respective deadline and does not receive approval from the Executive Board to request funding authorization will be deprogrammed. That project is eligible to recompile for funding in future rounds of LAPP.

In addition to the LAPP goal of avoiding future Federal rescissions to the maximum extent possible, Ms. Vetter drew attention to the goal of utilizing available funding sources in a more efficient manner.

Ms. Vetter provided a FFY2019 year end snapshot and stressed that more improvement is needed in the area of annual obligation rates/percent of programmed funds obligated on schedule.

Ms. Vetter reviewed the CAMPO fund balance at the end of Federal Fiscal Year 2019 and stated that although the CMAQ exposed funds total approximately 3.2 million dollars, NCDOT has indicated that they have managed to protect all of those funds from the rescission. Ms. Vetter referred to the handout provided and stated that North Carolina as a whole owes approximately 11 million dollars in addition to the outstanding funding balances from the end of FFY2019 and that we are waiting to learn what funding categories this will affect. She reviewed that:

- North Carolina contributed to .5% of nationwide exposed funding
- N.C. is required to rescind .5% of \$7.569B Rescission Amount
- N.C. Exposed Balance is Less than Amount Owed
- N.C. May Need to Use Part of FY20 Allocation to Fulfill Rescission Requirements

Ms. Vetter shared CAMPO future funding implications, which are contingent on: rescission implementation, prior year project liability, additional funding requests, future

programming.

*Ms. Vetter shared information for current rescission bills in Congress which include:
Two Year Funding Reauthorization Bill in Congress does not have provision to halt
rescission*

Three Proposed Bills in Congress Include Repeal of Rescission

1. S 1992

Placed on Senate Legislative Calendar under General Orders (July 31)

2. HR 3612

*Currently under Review by House Committee on Transportation and Infrastructure
Subcommittee on Highways and Transit (July 3)*

3. S 2302

Placed on Senate Legislative Calendar under General Orders (August 1)

**The Federal Rescission Update and FFY2019 Year End Report was received as
information.**

5.9 CAMPO Bonus Allocation Methodology

Alex Rickard, MPO Staff

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

Executive Director Mr. Chris Lukasina reported on this item.

Mr. Lukasina stated that the Strategic Transportation Investments law (STI) creates incentives for local government participation of funding and tolling of highways by establishing “bonus allocation” funding. Bonus Allocation funding is provided to an MPO when either local funding is provided for a highway project or tolling is enacted. As a result of this provision, the MPO is expected to receive an allocation of approximately \$100 million in FY 19 in response to the tolling of NC 540 in southern Wake County.

Mr. Lukasina reported that the STI law provides Bonus Allocation funding for:

-Local funding participation

- *-½ value of local contribution*

-Highway Tolling

- *-½ value of toll revenue bonds*
- *-½ forecasted revenue for the first 10 years –operation costs*
- *-\$100 Million per project max and must be programmed within toll county*

Mr. Lukasina reviewed the Programming Caps, which include the clauses that these projects 1) Must obligate funds within five years of activating the project (July 2019) and 2) Use on highway or highway-related projects only.

Mr. Lukasina stated that the draft methodology for analyzing projects for Bonus Allocation includes three phases:

- 1) Identification of a project selection study area and project analysis through the adopted travel demand model, the Triangle Regional Model (TRM),*
- 2) Analyze intersection and operational improvements using congestion data, and,*
- 3) Travel times savings and cost/benefit analysis of top candidates through microsimulation modeling (Transmodeler).*

Mr. Lukasina added that MPO staff continue to work with the MTP/TIP Subcommittee on project analysis and will present the methodology to the TCC and Executive Board in January along with the list of prioritized projects for programming. The next Subcommittee meeting will be held on December 10, 2019 at 9 am.

Member John Hodges Copple questioned the highway restriction clause. Mr. Lukasina said that it was ultimately NCDOT’s decision, not CAMPO’s.

The CAMPO Bonus Allocation Methodology Report was received as information.

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 November 2019 Project Updates

Requested Action: Receive as information.

Attachments: [TCC November Project Updates 11.07.2019](#)

The Project Updates were included in the agenda packet.

The Project Updates item was received as information.

7.2 Public Engagement Updates
Bonnie Parker, MPO Staff

Requested Action: Receive as information.

Attachments: [Public Engagement Updates November Executive Board](#)

The Public Engagement Updates were included in the agenda packet.

The Public Engagement Updates item was received as information.

8. Informational Item: Staff Reports

MPO Executive Director Mr. Chris Lukasina provided the following staff report:

- *Reminder for the November 22 deadline for SPOT submissions of Bicycle/Pedestrian projects.*
- *The next Joint CAMPO and DCHC MPO meeting will be held on January 30, 2020, and that the Town of Apex has graciously offered to host.*
- *Reminder to sign in at TCC Meetings, as due to quorum regulations, consecutive missed meetings would result in suspension of voting privileges for the next meeting attended.*
- *Appreciation to MPO staff Ms. Stephanie Plancich, Ms. Bonnie Parker and Mr. Bret Martin for a successful Wake Transit Plan Update event.*
- *NCDOT's Preliminary Engineering Suspension List is constantly updated, and that information would be shared as it became available.*
- *Reminder that the 2020 Census is occurring soon and that it may mean reevaluating boundaries and new membership, as well as possibly searching for a larger meeting space.*

TCC Chair Andes stated that there would be no TCC December meeting.

NCDOT Transportation Planning Division – No Report

MPO Staff Mr. Kenneth Withrow stated that the I-440 Stakeholders meeting has been moved to the second Thursday of each month, and that the next meeting is scheduled for December 12, 2019 at 10 a.m.

NCDOT Division 4 – Alternate Mr. Jimmy Eatmon stated that Kevin Bowen would be replacing Ronnie Keeter, who has been promoted. Mr. John Rouse has been promoted to Director of Global Transpark.

NCDOT Division 5 -absent.

NCDOT Division 6 -no report.

NCDOT Rail Division -absent.

NC Turnpike Authority -absent.

Member Eric Lamb of the City of Raleigh reported that the City of Raleigh is conducting a planning study of US 1 / Capital Blvd between I-440 and I-540, and there are public meetings to review proposed designs coming up. Those who may be interested could contact him directly. He stated that memorial services for Mr. Todd Delk would be held this Sunday at 10:00 a.m. at the NC Museum of Art. Mr. Lamb offered to provide details for anyone who wished to attend.

Deputy Director Ms. Shelby Powell reported on behalf of Nicole Kreiser of Wake County regarding Live Well Wake. Ms. Powell stated that, as part of the County's Health Needs Assessment the County has identified Transportation and Transit as a top priority area

for increasing health and quality of life in the County. There will be a transportation work group that will meet in December to establish goals. There will also be a workshop in January to define success and determine an action plan for the County to achieve the goals in the coming six months to two years. Members should contact Ms. Kreiser to be included in the work group or for additional information.

The Staff Reports item was received as information.

9. Adjournment

A motion was made by Member Shannon Cox to adjourn. The motion was seconded by Member Jason Myers. It passed through unanimous vote and Chair Andes adjourned the meeting.

Upcoming Meetings/Events

<i>Capital Area MPO TAC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>November 20, 2019 4:00 - 6:00</i>
<i>Capital Area MPO TCC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203</i>	<i>December 5, 2019 10:00 - noon</i>
<i>Capital Area MPO TAC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203 Raleigh, NC 27601</i>	<i>December 18, 2019 4:00 - 6:00</i>
<i>Capital Area MPO TCC Meeting One Bank of America Plaza 421 Fayetteville Street, Suite 203</i>	<i>January 2, 2020 10:00 - noon</i>