

NC Capital Area Metropolitan Planning Organization Meeting Minutes - Draft

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

Technical Coordinating Committee

Thursday, November 3, 2016

10:00 AM

Conference Room

1. Welcome and Introductions

TCC Chair Benjamin Howell opened the meeting with a Welcome and Introduction and there were none.

Present: 27 - Tim Maloney, Tim Gardiner, Vice Chair Kendra Parrish, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David DeYoung, Darcy Downs, Candace Davis, Jerry Bradley, Michael Frangos, Kevin Lewis, John Hodges-Copple, Jimmy Eatmon, Jason Myers, Tyler Bray, Jason Brown, David Keilson, Don Belk, Sean Johnson, Brandon Watson, Ray Boylston, Mark Locklear, Eddie Dancausse, Shannon Cox, John Paul Zitta, and Jeff Triezenberg

Absent: 9 - Tammy Ray, Corey Liles, Scott Hammerbacher, Don Willis, Rupal Desai, David Bergmark, Matt Watterson, Michael Landguth, and Mike Kennon

2. Adjustments to the Agenda

No Adjustments were made to the agenda.

3. Public Comments

No Public comments were made.

4. Minutes

4.1 TCC Minutes: October 6, 2016 meeting

Requested Action: Approve the October 6, 2016 meeting minutes.

Attachments: [TCC Meeting Minutes for October 6, 2016.pdf](#)

A motion was made by Member Tyler Bray, seconded by Member Danny Johnson, that this item be approved. The motion carried by a unanimous vote.

5. Regular Business

5.1 FY 2017 NCDOT Bicycle and Pedestrian Planning Grant Applications
Kenneth Withrow, MPO Staff

Attachments: [NCDOT Bicycle & Pedestrian Planning Grant Resolutions of Support](#)

The NCDOT Division of Bicycle and Pedestrian Transportation, along with the Transportation Planning Branch provide funding grants totaling \$400,000 to municipalities throughout the state. The funds for this program are from earmark funds specifically set aside for bicycle and pedestrian planning. The Towns of Apex and Archer Lodge are submitting applications directly to the Division of Bicycle and Pedestrian Transportation as of November 10, 2016 for the FY 2017 "Call" for projects. An endorsement by the CAMPO Executive Board is required by NCDOT as of December 31, 2016. The resolution to endorse the submitted applications from the Towns of Apex and Archer Lodge for NCDOT's Bicycle and Pedestrian Planning Grant Initiative is attached.

A motion was made by Alternate Jason Myers, seconded by Member Darcy Downs, that this item be approved. The motion carried by a unanimous vote.

5.2 Title VI, Minority, Limited English Proficiency (LEP) and Low Income Public Outreach Plan Update
Paul Black, MPO Staff

Requested Action: **Recommend approval by Executive Board**

Attachments: [Title VI Plan](#)
[Appendix](#)

Mr. Paul Black, CAMPO staff reviewed the existing Title VI, Minority, Limited English Proficiency (LEP), and Low Income Public Outreach Plan and determined the LEP measure for identifying those communities was not possible due to data limitations with the Census. This sparked a review of the entire methodology. After setting up a collaborative effort with Federal Highway Administration, NCDOT, DCHC MPO, and Triangle J COG, a new methodology that includes the entire region is now ready. Along with some technical corrections and the update of all the complaints forms, this is the updated plan. One significant change is the use of the "safe harbor" threshold for LEP-it will require CAMPO to look at many more languages for translation than in the past, and is required by both FHWA and NCDOT. The Public Hearing will be at the November 16 meeting.

A motion was made by Member Tyler Bray, seconded by Member David DeYoung, that this item be approved. The motion carried by a unanimous vote.

5.3 Wake Transit Plan Implementation Update and Presentation of FY 2017 Wake Transit Work Plan

Bret Martin, MPO Staff

Attachments: [FY 2017 Wake Transit Work Plan - TPAC Rec](#)

As noted in previous TCC meetings, the Wake County Transit Planning Advisory Committee (TPAC) held multiple meetings during the summer and into the fall to develop its operational structure, formats for its ongoing work products, and technical programming and budgeting recommendations related to Wake Transit Plan implementation. The TPAC is currently in the process of developing the FYs 2017 and 2018 Wake Transit Work Plans for recommendation to the CAMPO Executive Board and GoTriangle Board of Trustees. The TPAC is scheduled to take action on a recommendation of the FY 2017 Wake Transit Work Plan at its November 9th meeting. Following is a draft schedule for CAMPO's and GoTriangle's consideration of the recommended FY 2017 Wake Transit Work Plan:

Action Date

TPAC Recommendation to Governing Boards November 9, 2016

Draft Presented to CAMPO Executive Board as Information Only November 16, 2016

GoTriangle Board of Trustees Consideration of Approval December 14, 2016

CAMPO TCC Consideration of Recommendation to Executive Board January 5, 2017

CAMPO Executive Board Consideration of Approval January 18, 2017

A draft of the FY 2018 Work Plan will remain in a developmental state until May 2017, when it is scheduled to move forward for consideration by the governing boards.

One major component of annual work plans is the formal agreement structure within which all beneficiaries of tax district proceeds will be expected to operate in their execution of Wake Transit Plan implementation activities. Staff will provide an overview at the TCC meeting of this structure and what participating agencies or municipalities can expect with regard to these agreements as the FY 2018 Work Plan is developed. Staff will also provide an overview of other ongoing Wake Transit Plan implementation activities, including the on-call transit planning services task work program for FY 2017.

This Informational Report was received as information.

6. Informational Item: Budget

6.1 Operating Budget -2017

Lisa Blackburn, MPO Staff

Requested Action: Receive as information

Attachments: [FY 17 PROJECTED Budget QTR 1](#)

This Report was received as information.

6.2 **Member Shares - FY 2017**
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [Member Dues Projection QTR 1 FY2017](#)

This Report was received as information.

7. Informational Item: Project Updates

7.1 **Project Updates**

Requested Action: Receive as information.

Attachments: [Project Updates](#)

This Report was received as information.

8. Informational Item: Staff Reports

MPO Executive Director, Chris Lukasina

Mr. Lukasina announced that a Joint CAMPO and DCHC meeting will be held in Chapel Hill on November 30, 2016 at 9:30 am.

The Lapp deadline has ended and there are a total of 27 Lapp project submissions.

Mr. Lukasina stated that we have 2 special study requests for the UPWP and some other ongoing projects.

Mr. Lukasina stated that a RFQ for legal Services for CAMPO will be going out soon.

Mr. Lukasina has asked to be sent an email if anyone has an iPad and would like to be setup for the Legistar APP for the agendas.

Mr. Lukasina announced that NCAMPO will be held next in April 2017 and the National AMPO will be held in Savannah 2017.

Mr. Alex Rickard stated that there would be a South East Area Study (SEAS) meeting on Tues. November 15, at the Clayton Center.

TCC Chair Ben Howell - Mr. Howell cancelled the December TCC meeting with a motion by Danny Johnson and 2nd by Jeff Triezenberg.

NCDOT Transportation Planning Branch - No Reports

NCDOT Division 4 - Hurricane repairs are still ongoing and that 57 roads are still closed in Johnston County and other Divisions provided assistance.

NCDOT Division 5 - No Report

NCDOT Division 6 - 671 sites where impacted and I-95 is back open and others are still being evacuated.

NCDOT Rail Division - No Reports

NC Turnpike Authority - No Reports

A motion was made by Member Danny Johnson, seconded by Jeff Triezenberg, that the TCC meeting for December be cancelled. The motion carried unanimously.

9. Adjournment

The meeting adjourned at 10:36 a.m.