

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

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

Thursday, September 6, 2018

10:00 AM

Conference Room

1. Welcome and Introductions

Chairman Ben Howell welcomed attendees to the meeting.

Present: 26 - Eric Lamb, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, Michael Frangos, John Hodges-Copple, Deans Luana, Jay Sikes, Sandi Bailey, Sean Johnson, Shannon Cox, Mike Kennon, Tracy Stephenson, Bob Clark, Kendra Parrish, Suzette Morales, Tim Bender, Kelly Blazey, Tim Gardiner, David DeYoung, Jimmy Eatmon, Jason Myers, Geoff Green, Bill Marley, Richard Hancock, and Keith Holliday

Absent: 12 - Scott Hammerbacher, Ken Bowers, David Bergmark, Jason Brown, Ellis Cayton, Darius Sturdivant, Het Patel, Mark Eatman, Tim Jacobs, Bynum Walter, Terry Nolan, and Tim Brock

2. Adjustments to the Agenda

There were no adjustments to the agenda.

3. Public Comments

There were no members of the public signed up to speak.

4. Minutes

4.1 Meeting Minutes - August 2, 2018

Attachments: [Minutes - August 2, 2018 TCC Meeting](#)

Minutes from the August meeting were included in the agenda packet.

A motion was made by Member David DeYoung, seconded by Alternate Deans Luana, that the minutes be approved. The motion carried by a unanimous vote.

5. Regular Business

5.1**NC 98 Corridor Study**

Will Letchworth/Paul Black

Attachments: [NC Corridor Study Report](#)

Will Letchworth, WSP, presented the findings of the NC 98 study. He reviewed the existing conditions and provided some context for the study area. He reviewed the short and long term improvements recommended in the study, noting that traffic along the corridor indicates the need for a four-lane facility in most sections. The highest priority is for improvements between Sherron Road and Wake Forest. The eastern section of the corridor, in Franklin County, is more rural and a secondary priority. A side path for bicycle and pedestrian access is recommended along most of the corridor as well. Several intersections were studied and recommended for improvements to accommodate vehicle and pedestrian traffic. All the recommendations are available on the project website. A good deal of public outreach was conducted as part of the study, and many of the safety improvement recommendations were in response to public input.

Kendra Parrish asked if synchronized streets were considered. Mr. Letchworth responded that they were evaluated, but the continuous flow intersections worked better in this corridor given the traffic volumes and movements. Eric Lamb asked for clarification on what sections were the priority projects in the recommendations. Mr. Letchworth responded that the entire length of Section 1 was a top priority, and should score fairly well in SPOT as one large project. Alex Rickard cautioned against stating that this project could be funded "quickly" as it would be competing against several other high volume corridors in the regional tier of SPOT scoring.

A motion was made by Member Danny Johnson, seconded by Member Eric Lamb, that that the TCC recommend to the Executive Board an endorsement of the findings in the study for use in future development of the MTP. The motion carried by a unanimous vote.

5.2**Rolesville Main Street Study - Final Report**

Shelby Powell, CAMPO Staff / Mike Rutkowski, Stantec

Attachments: [Rolesville Main Street Report: Executive Summary](#)

Shelby Powell, MPO Staff, reported that this study was part of the FY 18 UPWP as a special study that CAMPO partnered with the Town of Rolesville to fund. The idea for the study came from the MPO's Northeast Area Study several years ago while the Rolesville Bypass was being constructed.

Mike Rutkowski, Stantec, presented the findings of the Rolesville Main Street study. He noted that there was a very robust public engagement process for this study, and that it had been a charrette-based planning process with much involvement from the town residents and elected officials. The market analysis component of the study showed that there was leakage from the town in the areas of higher-end retail and restaurants. The town has the highest median home values in the county, but there is little diversity of housing stock currently. This study recommends diversifying the housing stock with infill development near downtown and along Main Street. Improvements to Main Street were mostly planned within the existing right of way. Recommendations are aimed at slowing traffic and providing access for bicycles and pedestrians, and as the town develops and redevelops, there are many opportunities to reshape what Main Street looks like in terms of land use and accessibility. Many visualizations of interim and long-term improvements were developed, and specific details are included in the report online.

Danny Johnson stated that the Town Board was very happy with the recommendations in the study, and had been very engaged throughout the process. He thanked Mike and the CAMPO team for the excellent work.

A motion was made by Member Danny Johnson, seconded by Member John Hodges-Copple, that the TCC recommend to the Executive Board an endorsement of the findings in the study for use in future development of the MTP. The motion carried by a unanimous vote.

5.3**Wake Transit Work Plan Amendment Policy Update**

Bret Martin, MPO Staff

Attachments: [Attachment A - Work Plan Amendment Policy Update Package](#)

Bret Martin, MPO Staff, reminded the TCC that the MPO had approved an amendment policy for use in updating the Wake Transit Work Plan during FY 2018, but that the Board had requested the policy be reviewed after it was used a few times so that any issues with the policy could be addressed. The policy was used for the last two quarters of FY 18, and several changes were recommended by the TPAC for updates to the policy. There are six main changes to the policy that are recommended:

- More focused criteria for a significant change in project scope.*
- Capture amendments that are unrelated to the annual budget component of the work plan, including amendments to the multi-year CIP or operating program.*
- Tie changes to project allocations within budget ordinance appropriations to compliance with the adopted Triangle Tax District – Wake Transit Financial Policies and Guidelines.*
- Amendment triggers based on cumulative financial modifications over the course of a year (for operating projects) or over the life of a project (for capital projects).*
- Require removal of projects if project sponsors determine they will not implement the project.*
- Required review and financial and scope disposition developed by both the Budget and Finance- Subcommittee and the Planning and Prioritization Subcommittee at joint review meetings.*

Overall, these changes will allow for a better and more thorough review of amendments being requested to projects using Wake Transit funds.

A motion was made by Kelly Blazey, seconded by Member Shannon Cox, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.

5.4 Bus Rapid Transit Project Sponsor Designation

Bret Martin, MPO Staff

Attachments: [Attachment A - BRT Project Sponsor Justification Memo](#)

Mr. Martin reminded the TCC that the Wake Transit Plan outlined four BRT corridors. The Major Investment Study is in the process of evaluating how these four corridors can best be combined into projects that can move forward for implementation. As part of the study, the consultant recommended that the City of Raleigh be designated as the project sponsor for implementing one or more of the BRT projects that end up being defined through the study. Mr. Martin reviewed the responsibilities of the project sponsor, indicating that the sponsor would be responsible for seeing the project through project development, design and construction. The project sponsor would still be expected to work with regional partners as project-level decisions are made. The consultant recommended Raleigh as project sponsor due to a variety of reasons, including the technical capacity of Raleigh staff; the existing relationship with NCDOT as the city has worked on other state roads within its jurisdiction; the City's experience administering and managing federally-funded projects; the multi-disciplinary nature of the city workforce is well-suited to many aspects of the project; and most of the BRT infrastructure projects will be located within the city's limits. The MPO Executive Board authorized staff to extend an invitation to the City of Raleigh to consider serving as project sponsor at its August meeting. The City accepted that invitation at its September 4, 2018 meeting. The MPO is responsible for designating project sponsors for major Wake Transit projects, and is expected to formally appoint Raleigh as project sponsor at its October 17, 2017 meeting, assuming that the Major Investment Study has developed final recommendations for BRT projects by that time. This project sponsor designation must be done this fall in order for the project sponsor to meet a timeline of applying for FTA funds in the spring of 2019.

Mr. David DeYoung asked whether Raleigh would still be an appropriate project sponsor if the BRT project from Morrisville to Clayton that is currently competing in the SPOT process were to be funded. Eric Lamb noted that this is the first time the City is taking on a major project in a neighboring jurisdiction with the BRT work to be done in Cary. Chris Lukasina stated that we would have to wait and see what comes out as far as funded projects before those discussions could begin, but that Raleigh could feasibly still serve as project sponsor even if the BRT project did extend beyond the currently anticipated extents.

This Informational Report was received as information.

5.5

Attachments: [Attachment A - 2018_2019 Proposed TAM Regional Performance Measures and Targets.pdf](#)
[Attachment B- TAM Performance Measures and Targets Resolution.pdf](#)
[Attachment C- State 2019 TAM Plan Summary.pdf](#)
[Attachment D - TAM Performance Measures and Targets 2018 Staff Memo.pdf](#)

Ms. Crystal Odum, MPO Staff, stated that the MAP-21 and FAST Act legislation had created several performance target areas that apply to MPOs. One of those is Transit Asset Management (TAM) and State of Good Repair. Ms. Odum noted that the state and the MPO had to develop targets for these performance measures, and that transit systems had been given a deadline of October 1, 2018 to develop their own TAM plan or become part of the state's TAM plan. GoCary and GoWake Access were both established as part of the state's TAM plan. GoRaleigh and GoTriangle had to develop their own plans. These plans should cover performance targets for rolling stock, equipment and facilities. The plans must be locally certified, and reviewed by the MPO. The MPO adopted stopgap performance targets in 2017, with the intention of refining those targets this year after the transit system TAM plans were complete.

The targets set by the MPO are recommended as follows:

Equipment - non-revenue vehicles - percent of equipment meeting or exceeding useful life - 22% (State target is 20%)

Equipment - all assets greater than \$50,000 - percent of equipment with condition rating below 3.0 on FTA TERM scale - 0% (state plan does not have this target)

Rolling Stock - revenue vehicles - percent of vehicles in particular asset class meeting or exceeding useful life - 13% (State target is 20%)

Facilities - all facilities - percent of facilities with condition rating below 3.0 of FTA TERM scale - 0% (state target is 20%).

These targets are out for public comment from August 21 - September 19, 2018. The MPO will meet annually with transit systems and partners such as DCHC and NCDOT to monitor performance on these targets, and the systems have agreed to provide data to the MPO in July each year.

A motion was made by Member Eric Lamb, seconded by Kelly Blazey, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.

5.6**Prioritization (SPOT) 5.0 - Division Needs Local Input Point Assignment**

Alex Rickard / MPO Staff

Alex Rickard, MPO Staff, presented this information. Mr. Rickard reviewed the projects that have already been included in draft programming at the Statewide and Regional tiers, and presented a handout showing preliminary point allocations for the MPO's Division tier projects. He noted that the SPOT Subcommittee will be meeting next Thursday to further refine the points. Once the points have been finalized, they will be released for public comment for 30 days ending October 16, 2018. The MPO Executive Board is expected to finalize the Division tier points at its October 17, 2018 meeting.

Mr. Rickard stated that the amounts of funding available in each of our Divisions is \$217 million in Division 4; \$86 million in Division 5; and \$207 million in Division 6. As such, it is harder to get a Division tier project funded in Division 5 unless the score is extremely high. Mr. Rickard noted that we should be looking for additional low-cost, high-impact projects in Division 6 to compete for those funds. He further reminded the TCC that there are other caps in place for the various modes, and that bicycle and pedestrian projects remain extremely competitive.

Projects recommended for preliminary points are:

Division 4:

- Robertson Street and Amelia Church Rd Corridor improvement/sidewalk connection - 100 points*
- NC 210 widening from NC 50 to SR 1330 - 100 points*
- JCATS transit vehicle purchase - 40 points (expecting RPO to donate 60 points)*
- NCCR grade separation at Powhatan Rd - 100 points*
- New Route from Cleveland Road to NC 42 - 100 points*
- Mountains to Sea Trail construction from Fox Ridge Rd to Neuse River Bridge - 100 points*
- East Clayton Connector Greenway from E. Front St to Glen Laurel Rd - 100 points*
- US 70 Business interchange construction at NC 42 - 100 points*

Division 5:

- Raleigh Union Station Bus Facility construction - 100 points*
- Triangle Town Center Park & Ride construction - 100 points*
- Duraleigh Road at Edwards Mill Road - quadrant intersection construction - 100 points*
- Garner Citywide Signal System - 100 points*
- Holly Springs Road from Ten-Ten Road to Cary Parkway intersection improvements - 100 points*
- I-440 at New Bern Ave - interchange improvement - 100 points*
- Separated bike facility on Shanta Drive from New Bern Ave to Milburnie Rd - 100 points*
- Shared use path from Levister Ct to Kindley St - 100 points*
- Atlantic Avenue greenway from Crabtree Creek Trail to Highwoods Blvd - 100 points*
- US 401 from Judd Pkwy to 55/42/401 future interchange - access management - 100 points*
- Higgins Greenway Phase III - 100 points*
- Swift Creek Greenway from Lake Pine Dr to Koka Booth Amphitheatre - 100 points*
- Blue Ridge Road bike improvements - 100 points*
- Big Branch Greenway Trail - 100 points*
- NC 55 Bypass in Holly Springs - construct interchange at Holly Springs Rd - 100 points*
- Six Forks Rd widening from Rowan St to Lynn Rd - 100 points*
- US 401 conversion to super street at Hilltop-Needmore Rd - 100 points*
- Division 5 Non-Municipal Divisionwide Signal System - 37 points (other points expected to be donated from other MPO's/RPO's)*

- Holly Springs Citywide Signal System - 23 points.

Suzette Morales asked what the difference is between the two GoTriangle park and ride lots that made them score differently. Mr. Rickard explained that one of those projects included funding the bus service to the lot, while the other project was just the capital component. Eric Lamb asked where the Edwards Mill Rd at Duraleigh Rd project had come from, noting that it might be inconsistent with Raleigh's local planning in the area. Mr. Rickard stated that Division 5 had submitted that project, and we could work together to refine the scope if necessary. Mr. Lamb asked to have the Shanta Drive project points reassigned elsewhere, as that project is entirely too small in scope to warrant going through a federal funding administrative process. Mr. Rickard noted that CAMPO staff agreed with that, and would discuss the reallocation of those points at the SPOT subcommittee meeting. Mr. Lamb suggested that those points be allocated to the Triangle Bikeway; Mr. Rickard said staff would evaluate the competitiveness and fundability of that project given the limited funds in Division 5.

TCC members wishing to participate in the SPOT subcommittee meeting next week can email Mr. Rickard for more information about the meeting.

This Informational Report was received as information.

6. Informational Item: Budget

6.1 Operating Budget - FY 2018 Lisa Blackburn, MPO Staff

Attachments: [FY 2018 PROJECTED Budget QTR 4](#)

Operating budget was included in the agenda packet. No members had questions.

6.2 Member Shares - FY 2018 Lisa Blackburn, MPO Staff

Attachments: [FY 2018 PROJECTED Member Dues QTR 4](#)

Member shares information for FY 2018 was included in the agenda packet. No members had questions.

This Informational Report was received as information.

7. Informational Item: Project Updates

7.1 Project Updates

Attachments: [Project-Updates](#)

Project updates were included in the agenda packet. No members had questions.

This Informational Report was received as information.

7.2 LAPP Available Funding Report

Gretchen Vetter, MPO Staff

Attachments: [LAPP Unobligated Funds report September 28, 2018](#)

Chris Lukasina, MPO Staff, noted that the LAPP available funding report was in the packet as information, and that a presentation on this item would occur at next month's meeting.

This Informational Report was received as information.

8. Informational Item: Staff Reports

MPO Executive Director - Mr. Lukasina reminded the TCC that Valorie Lockehart had retired from CAMPO effective last week. He welcomed Eli Heetderks as the new Engineering Technician, noting that Eli has been working on several important projects already. Mr. Lukasina announced that CAMPO Staff member Paul Black has accepted a position with the City of Raleigh as their bicycle and pedestrian coordinator, and that his last day with CAMPO would be September 14. Kenneth Withrow, MPO Staff, reminded TCC members that the registration for the Bike Summit in October is now open.

NCDOT Transportation Planning Division - Absent

NCDOT Division 4 - Jimmy Eatmon announced that the Division 4 SPOT points would be assigned by September 20, and there will be a two week comment period starting September 24. A drop in period from October 1-5 will be available at the Division office.

NCDOT Division 5 - Richard Hancock announced that Division 5 would have a public comment period on their SPOT points from October 3-16.

NCDOT Division 6 - Absent

NCDOT Rail Division - Absent

NCDOT Turnpike Authority - Keith Holliday stated that he had no report for the TCC this month.

9. Adjournment

There being no further business, Chairman Howell adjourned the meeting.