

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

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

Thursday, June 1, 2017

10:00 AM

Conference Room

1. Welcome and Introductions

The meeting was open with Chairman Howell giving a welcome and introduction. Ms. Gretchen Coperine introduced herself as representing the Research Triangle Park and Mr. Keith Holliday representing the North Carolina Turnpike Authority / North Carolina Department of Transportation.

Present: 22 - Tim Gardiner, Vice Chair Kendra Parrish, Coley Price, Rupal Desai, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David Bergmark, David DeYoung, Darcy Downs, Jerry Bradley, Michael Frangos, John Hodges-Copple, Jason Brown, David Keilson, Shannon Cox, Jay Sikes, Juliet Andes, Darius Sturdivant, Brandon Watson, Tracy Stephenson, and Daryl Vreeland

Absent: 15 - Tammy Ray, Scott Hammerbacher, Ken Bowers, Eric Lamb, Berry Gray, Adam Howell, Tim Bender, Jeff Triezenberg, Sandi Bailey, Jason Myers, Michael Rogers, MacKenzie Day, Bob Clark, Jimmy Eatmon, and Tim Maloney

2. Adjustments to the Agenda

No adjustments were made to the agenda

3. Public Comments

No Public comments were received

4. Minutes

4.1

TCC Minutes: May 4, 2017 meeting

Requested Action: Approve the May 4, 2017 meeting minutes.

Attachments: [TCC Minutes for May 4, 2017 revised](#)

Minutes from the May 4, 2017 Technical Coordinating Committee meeting.

A motion was made by Member David DeYoung, seconded by Member Danny Johnson, that this item be approved with corrections of removing Brian Hicks from attendance of the May 4, 2017 meeting. The motion carried by an unanimous vote.

5. Regular Business

5.1 FY 2016-2025 TIP Amendment #6

Shelby Powell, MPO Staff

Requested Action: Recommend the Executive Board approve Amendment #6.**Attachments:** [TIP Amendment #6 4-26-17](#)
[Adoption Resolution](#)

NCDOT's STIP Unit notified the MPO of amendments to the 2016-2025 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. Additionally, amendments to the 2016-2025 TIP are necessary to accommodate funding for the addition of one FFY 18 LAPP Projects, GoRaleigh's Certified Natural Gas fueling station.

Staff released FY 2016-2025 Transportation Improvement Program - Amendment #6 for public review and comment from May 4, 2017 to June 5, 2017 and scheduled a public hearing at the June 21, 2017 Executive Board meeting.

Ms. Shelby Powell stated that this is the same TIP Amendment #6 that has gone through it's 30 day public comment period and there were no public comments. She is recommending an adoption of this Amendment to the TIP and requesting the Executive Board to schedule a public hearing at the June 21, 2017 Executive Board meeting.

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

5.2 FFY 2019 Locally Administered Projects Program

Gretchen Vetter, MPO Staff

Requested Action: Receive as information.**Attachments:** [FFY19 Locally Administered Projects Program Changes](#)
[MEMORANDUM-FFY19 LAPP Modal Investment Mix](#)

Ms. Vetter gave an update on the LAPP Program and introduced the draft FFY 2019 Target Modal Investment Mix and proposed changes to FFY 2019 LAPP program. She provided a summary of the proposed changes that included clarification of application material required for pre-submittal and final submittal. She also discussed the recommendation to maintain the Target Modal Investment Mix percentages used in FFY 2018 for FFY 2019 at 65 percent Roadway, 20 percent Bike/Ped, and 15 percent Transit. She also reviewed the next steps in the process and stated that the anticipated release of the FFY 2019 LAPP program for public review and comment would take place on June 16, 2017 and run through August 16, 2017. She also stated that the public hearing would be tentatively scheduled for the regular Executive Board meeting on August 16, 2017.

Danny Johnson stated that the draft target modal investment mix is consistent with the traditional percentage split. Mr. Johnson questioned whether a modified target investment mix should be considered in light of the increased amount of the program at about 25 million dollars this year. He stated that historically Bike/Ped has had more requests than money allocated and that money has been redistributed when we did the actual project selection and programming. He suggested a decrease of the roadway target by 1 million dollars and increase of the Bike/Ped target by 1 million dollars to help address the continued demand for Bike/Ped project funding. He stated that would change the target investment mix by about four percent. He then asked how others felt about that. He went on to state that in prior years some members of the TCC had pushed for increasing the Bike/Ped share of the target investment mix. He also stated that the final investment mix would be adjusted according to actual programming and that the investment mix had not changed in more than four years.

John Hodges-Copple stated that some kind of funding is likely to go under the Wake Transit Plan funding stream. He also suggested that the Board be given some options. He suggested one option based on the existing draft modal mix and another that adds to Bike/Ped by reducing either roadway or transit to see what kind of feedback is received.

Juliet Andes asked if a decision on changing the mix could wait until after projects are submitted and make recommendations.

Chris Lukasina discussed how the investment mix works and the purpose of the investment mix. He also discussed the origins of the investment mix and how it is calculated. He stated that Bike/Ped submissions have exceeded the modal mix target for Bike/Ped and this is function it's how much money we have available. Mr. Lukasina discussed how the increases in STPDA, TAP and CMAQ funding for the region has helped but those increases do not happen each year. He also discussed how the modal mix decision should consider the impact of both STI and Wake Transit funding impacts. He stated that staff has received member concerns in the past about the lack of secondary road funding available under STI. He stated the observed data has shown a marked increase in roadway submissions compared to the early years of LAPP when the cost of roadway submissions did not even meet the roadway target so it was easy to pull from roadway and put into another mode.

Mr. Lukasina suggested that Mr. Hodges-Copple's idea to present two options for public comment and for the Board's consideration may be a good approach. Mr. Lukasina also reminded the members that a full year of the Wake Transit work program will be completed by the FFY 2020 LAPP cycle and may provide better information for a more informed decision.

Kendra Parrish stated that she is very supportive of Bike/Ped projects but that there are also other funding sources for Bike/Ped projects. She stated that Wake County is also coming out with a bond for greenways and that non-governmental funding from non-profit foundations can also be used. Ms. Parrish indicated there is not another funding source for Division Needs roads under STI other than local bond referendums and occasionally one scores high enough to get on the TIP list. She indicated that she views LAPP as the only funding source with any real capacity for projects on secondary roads. She discussed her concerns about further reducing the roadway portion of the investment mix when secondary roadway needs continue to increase and state/federal funding for these roads will not be enough to compensate for the increasing need.

Mr. Gardiner stated that one reason why he has been comfortable with the investment mix was because a lot of Bike/Ped improvements are generally included in roadway improvement projects. He stated his desire to include those when we think about resources for Bike/Ped projects in the investment mix. He suggesting continued use of the LAPP Committee to look at the investment mix and submitted projects in the next funding cycle. He stated he wanted to try and figure out how a recommended investment mix relates to what everybody else is trying to do and trying to get a feel for how we are going to move forward for what we do with the modal mix this year and he can think of a lot things that we may want to do this. He stated it was hard to say with certainty right now and that discussed the how often the investment mix should be reviewed moving forward.

Ms. Vetter stated that today the TCC was being provided an informational update and would have this item on a future agenda with an opportunity to provide the Executive Board with a recommendation.

Mr. Gardiner asked if two scenarios would be released for public comment and include Mr. Johnson's request to increase the Bike/Ped element in one of the scenarios and include some narrative to help people understand what the pie charts are showing.

Ms. Vetter stated that staff could provide a write up with the two scenarios.

Received as information.

5.3 2045 Metropolitan Transportation Plan Update

Chris Lukasina, MPO Staff

Requested Action: Receive as information.

Attachments: [2045 Deficiency Analysis](#)
[2045 Moderate Scenario Tomato Map](#)
[2045 Aspirational Scenario Tomato Map](#)
[2045 Moderate Scenario Travel Time RDU](#)
[2045 Aspirational Scenario Travel Time RDU](#)
[2045 Moderate Scenario Travel Time Raleigh](#)
[2045 Aspirational Scenario Travel Time Raleigh](#)

Mr. Chris Lukasina gave an update on development of the 2045 Metropolitan Transportation Plan (2045 MTP/CTP). Mr. Lukasina discussed the status of socio-economic data development. He also provided a review of the Alternatives Analysis results. He described the two scenarios and highlighted the major roadway and transit projects in each scenario. He presented the tomato map and travel time isochronal maps for each scenario as well as a comparison of several measures of effectiveness for both alternative scenarios and a comparison to the base year and the deficiency analysis results from previous meetings. Mr. Lukasina stated that copies of the alternatives analysis results as well as mapping products would be available online soon. Mr. Lukasina concluded his presentation by reviewing the current MTP development schedule.

*Alternatives Analysis Review - April -June 2017
Revenue Forecast Updates - April - Aug. 2017
Preliminary Draft Financial Plan - June 2017
Public Involvement - Summer 2017
"Final" Draft Plan - August September 2017
Public Hearing - September 2017
Adopt 2045 Plan - October / November 2017*

Received as information.

5.4 Prioritization 5.0 Modal Candidate Project Lists

Alex Rickard / CAMPO Staff

Handouts will be given at meeting

Requested Action: Recommend the Executive Board release the Prioritization 5.0 Candidate Project lists for public review and comment beginning June 22nd and ending August 15, 2017, with a public hearing to be conducted at the August 16, 2017 Executive Board meeting.

Attachments: [P5 Projects v1](#)

CAMPO Staff and the TIP/SPOT subcommittee have developed the attached lists of candidate projects for Prioritization 5.0 (SPOT 5). These projects, along with the existing projects in the SPOT database, will be given technical scores by NCDOT and be eligible for local input points from the MPO next spring.

A motion was made by Member David DeYoung, seconded by Alternate Jimmy Eatmon, that this item be recommended for approval to the Executive Board to release the Prioritization 5.0 Candidate Project lists for public review and comment beginning June 22, 2017 and ending August 15, 2017, with a public hearing to be conducted at the August 16, 2017 Executive Board meeting. The motion carried by a unanimous vote.

5.5 Transit Asset Management Performance Measures and Targets for State of Good Repair

Bret Martin, MPO Staff

Attachments: [Attachment A - NCDOT Asset Management Performance Measures](#)
[Attachment B - Asset Management Performance Targets](#)

In its rule making for MAP-21 and the FAST Act, the Federal Transit Administration (FTA) continues to advance efforts to implement a performance-based approach to planning. In its final rulemaking on Transit Asset Management (TAM), the FTA required transit providers to set performance targets for state of good repair related to their assets by January 1, 2017. A separate planning rule for Metropolitan, Statewide and Nonmetropolitan Transportation Planning required MPOs to establish targets not later than 180 days after the date on which the State or providers of public transportation established its performance targets, which places CAMPO's deadline at June 30, 2017.

As of the end of May, the transit providers in the CAMPO planning area have not yet completed transit asset management plans and associated provider-specific targets. GoRaleigh's asset management plan is currently under development and should be completed within the next few months. GoCary and GoTriangle will also be developing their plans and targets over the coming year. In order to meet the deadline for MPOs to establish targets by June 30, 2017, CAMPO staff recommends that the MPO TCC and Executive Board approve the State's established targets as a stopgap measure until the transit providers within the CAMPO planning area establish theirs. Accordingly, CAMPO will revisit these targets once the transit providers complete this exercise.

The State's Transit Asset Management Plan Performance Targets and Measures are attached as Attachment A. The State has established state of good repair targets for equipment, rolling stock and facilities and has set very basic measures and targets that are easy to track and report. CAMPO staff will provide a brief overview of these targets at the TCC's June 1st meeting.

Mr. John Hodges-Copple questioned whether the staff-proposed targets adequately address the need for transit assets to be maintained in a state of good repair.

Mr. Bret Martin responded by mentioning the proposed targets are a stopgap until MPO staff can convene the transit providers to establish more realistic targets based on a closer analysis of their current condition and future goals.

A motion was made by Member Darcy Downs, seconded by Member David DeYoung, that this item be recommended for adoption of the State transit asset management performance measures and targets for state of good repair. The motion carried by a unanimous vote.

5.6 FY 2018 Wake Transit Work Plan and Financial Policies and Guidelines

Bret Martin, MPO Staff

Requested Action: Continue and close the public hearing, consider approval of the FY 2018 Wake Transit Work Plan and Wake Transit Plan implementation financial policies, and authorize the CAMPO Executive Director to sign any agreements that are part of the Work Plan in which CAMPO is a party.

Attachments: [Att A - Draft FY 2018 Wake Transit Work Plan](#)
[Att C - Wake Transit Financial Policies and Guidelines](#)
[Attachment B - FY 18 Work Plan Agreement Structure](#)

At its February 15, 2017, meeting, the Wake County Transit Planning Advisory Committee (TPAC) released a draft FY 2018 Wake Transit Work Plan to be reviewable for agency and public comment from February 17th through April 3rd, 2017 (a 45-day public comment period). Following the April 3rd public/agency comment period deadline, the TPAC considered the incorporation of public and agency comments received that are feasible to implement in FY 2018 and made adjustments to the work plan to reflect these suggested action items. The TPAC also made additional budget and project description refinements to the work plan based on updated information received during the months following the release of its initial public review draft.

The Wake County TPAC then recommended a final FY 2018 Wake Transit Work Plan (Attachment A) to the CAMPO Executive Board and GoTriangle Board of Trustees at its April 25th regular meeting for consideration by those boards in June. In addition to the FY 2018 Wake Transit Work Plan, the TPAC produced and recommended Wake Transit Plan implementation financial policies and guidelines to set parameters and rules for future work plan development to address issues of fund balance and liquidity, debt, billing, payment and reimbursement (Attachment C).

The FY 2018 Wake Transit Work Plan and Wake Transit implementation financial policies and guidelines were released for a 30-day CAMPO public comment period on May 3rd to run through June 2nd. These materials were presented to the TCC and Executive Board as information at their May meetings and are returning to the TCC for its consideration of recommendation to the Executive Board at its June 1st meeting. The Executive Board will then consider approval of the FY 2018 Wake Transit Work Plan and financial policies at its June 21st meeting. To provide additional opportunity for public comment, the Executive Board opened a public hearing at its May 17th regular meeting and will close the public hearing at its June 21st meeting in advance of consideration of approval of the FY 2018 Wake Transit Work Plan.

Annual Wake Transit Work Plans contain a number of elements that work to authorize and institutionalize Wake County Transit Plan implementation investment decisions, including:

- 1) Annual operating and capital budgets and corresponding ordinances;*
- 2) Annual updates to a 10-year multi-year operating program for future operating expenditures;*
- 3) Annual updates to a 10-year capital improvement plan for future capital expenditures;*
- 4) Annual updates to the transit plan's supporting financial plan and model assumptions; and*
- 5) Capital and operating funding agreements that support and are supported by the annual budgets.*

For the April 25th TPAC-recommended FY 2018 Wake Transit Work Plan, all of the aforementioned elements are included in Attachment A with the exception of the annual capital and operating funding agreements. Attachment B contains the agreement structure as approved and recommended by the TPAC. High-level details of the FY 2018 Wake Transit Work Plan and the Wake Transit financial policies and guidelines were presented to the TCC at its June 1st meeting.

A motion was made by Member John Hodges-Copple, seconded by Member Danny Johnson, that this item be approved to recommend the Executive Board to consider approval of the FY 2018 Wake Transit Work Plan and Wake Transit Plan implementation financial policies and authorize the CAMPO Executive Director to sign any agreements that are part of the Work Plan in which CAMPO is a party. The motion carried by a unanimous vote.

6. Informational Items: Budget

6.1 Operating Budget - FY 2017 Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [FY 17 PROJECTED Budget QTR 3](#)

The FY 2017 UPWP Operating Budget is \$3,041,488 as of 03-31-2017 we have spent \$1,541,838. Please see attachment for more details

Received as information.

6.2 Member Shares - FY 2017

Requested Action: Receive as information.

Attachments: [Member Shares Projection QTR 3 FY2017](#)

Attachment shows the Member's Share for FY 17. Total member share match for the FY 2017 is \$569,297.50 as of 03-31-2017 we have spent \$308,368.

Received as information.

7. Informational Items: Project Updates

7.1 Project Updates

Requested Action: Receive as information.

Attachments: [Project Updates](#)

Review the attachment for information related to ongoing projects and studies.

Received as information.

8. Informational Item: Staff Reports

Chris Lukasina, MPO Director

Mr. Lukasina gave an update on the status of vacant MPO staff positions. He stated that the Public Engagement position advertisement has closed and that staff will be contacting candidates for interviews. He stated that the TPAC Administer position advertisement is still open and will close next Friday June 16, 2017.

He reminded the TCC that the national AMPO conference is scheduled for mid-October in Savannah, GA, and while registration had not opened yet he encouraged members to attend and stated that it was an excellent opportunity to learn from peers from around the country.

Mr. Lukasina also stated that CAMPO staff is continuing discussions about Bonus Allocation with NCDOT and particularly whether NC 540 would be considered as one or as two projects for the Bonus Allocation calculation.

NCDOT Transportation Planning Branch - No report

NCDOT Division 4 - No report

NCDOT Division 5 - No report

NCDOT Division 6 - No report

NCDOT Rail Division - No report

NC Turnpike Authority - No report

Kenneth Withrow, CAMPO Staff - A Kick off meeting for the Triangle Toll Study will be June 7, and the Safe Route to School subcommittee meeting will be held on June 16th from 10-11:30 am.

Received as information

9. Adjournment

TCC Chair - Chairman Howell determined that there were no agenda items for July, and cancelled the July 2017 TCC meeting.

Received as information