

# NC Capital Area Metropolitan Planning Organization Meeting Minutes - Draft

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

## Technical Coordinating Committee

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Thursday, June 7, 2018

10:00 AM

Conference Room

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### 1. Welcome and Introductions

**Present:** 28 - Eric Lamb, Justin Jorgensen, Chair Benjamin Howell, David Bergmark, David Eatman, John Hodges-Copple, Jason Myers, Jason Brown, David Keilson, Sean Johnson, Shannon Cox, Jason Myers, Darius Sturdivant, Tracy Stephenson, Kendra Parrish, Het Patel, Tim Jacobs, MacKenzie Day, Suzette Morales, Juliet Andes, Tim Bender, Andy Thomas Jr., Bret Martin, Jimmy Eatmon, Tim Gardiner, Rich Cappola, Deans Luana, and Patrick McDonough

**Absent:** 36 - Tammy Ray, Scott Hammerbacher, Ken Bowers, Coley Price, Berry Gray, Danny Johnson, Michael Frangos, Jay Sikes, Sandi Bailey, Ellis Cayton, Joey Hopkins, Barry Baker, Mike Kennon, Bob Clark, Eddie Dancausse, Christine Sondej, Paul Kellam, Holly Miller, Mark Eatman, Richard Campbell, Dirk Siebeubuedt, Kelly Blazey, Russell Dalton, Dirk Siebenbrodt, Tansy Hayward, Chris Hills, Michael Landguth, Tim Maloney, Adam Mitchell, Cathy Reeves, Lisa Potts, Samantha Smith, Jeff Triezenberg, David Walker, Bynum Walter, and David DeYoung

### 2. Adjustments to the Agenda

*There were no adjustments to the agenda.*

### 3. Public Comments

*No members of the public appeared to speak.*

### 4. Minutes

#### 4.1 TCC Minutes: May 3, 2018 meeting

**Attachments:** [Draft TCC Minutes](#)

*Jason Myers noted that he was present and asked that the minutes be updated to reflect his attendance.*

**A motion was made by Jason Myers, seconded by Member John Hodges-Copple, that this item be approved as amended. The motion carried by a unanimous vote.**

### 5. Regular Business

## 5.1 Prioritization (SPOT) 5.0 - Regional Impact Local Input Point Allocation Alex Rickard / MPO Staff

**Attachments:** [CAMPO P5 RegionalPts v2](#)

*Mr. Rickard began by explaining that the Durham Orange Light Rail (DOLRT) project was a high scoring project in Region C and was expected to be programmed with approximately \$154 million of Region C funding. Mr. Rickard went on to explain that a budget bill had been introduced and approved by the NC General Assembly that removed the light rail project from programming consideration. Mr. Rickard reported that a corrections bill was believed to be circulating in the general assembly and that it may be possible for the light rail project to continue. Due to this complication, the staff has developed two Regional Impact point allocations: Plan A – includes DOLR programmed and Plan B – DOLR removed from consideration. Mr. Rickard explained that the staff was recommending the TCC review and recommend approval of both point allocations and that the Executive Board approve the final point assignment after the NC General Assembly had resolved their issues with the light rail project.*

*Mr. Rickard explained that there were no changes to the Region A project in either point assignment.*

*For Region C, Mr. Rickard explained that the Plan A point assignment assumed there would be less funding available for non-roadway projects since the DOLR project would consume approximately \$154 million of funding and most likely all the dedicated non-roadway funds. As such, the staff is recommending skipping several non-roadway projects and assigning points to lower scoring roadway projects.*

*In the Plan B point assignment, Mr. Rickard explained that this point assignment assumed the DOLR project was removed from consideration, thus freeing up additional funds for non-roadway project in Region C. Therefore, points were assigned to higher scoring non-roadway projects and removed from the lower scoring roadway projects in Plan A. Mr. Rickard reported that since the May meeting the Town of Cary requested that points be removed from the southwest Cary Parkway rail grade separation and that request was shown in both Plan A & Plan B. Tim Gardiner paraphrased—we are not de-funding the highway projects; they are near the cutoff line for funding even with points; by moving the points to the newly-eligible non-highway projects with higher scores, we are more likely to pull down funding.*

*Jason Myer asked Mr. Rickard if we could revisit the decision to pull our BRT projects.*

*Mr. Rickard stated that we cannot because those BRT projects were removed from SPOT and were not included in the final scoring. Mr. Rickard reviewed the steps and the actions taken by the Executive Board to remove those projects.*

*Tim Gardiner asked if the removal of DOLRT would change scaling. Mr. Rickard stated that SPOT would not be re-scaling projects.*

*Shannon Cox asked about the US 64/NC 751 interchange. Mr. Rickard stated that it was very close to the red line and 98 percent in Chatham County. He continued by stating that TARPO was likely to donate points to CAMPO for the two percent of the project in CAMPO.*

*Shannon Cox asked about the US 1/NC 55 technical correction. Mr. Rickard stated that there was no change and then went over other technical changes especially managed shoulders and Six Forks Rd. project. Mr. Lukasina and Mr. Rickard noted other projects they asked NCDOT SPOT Office review and potentially update the scores on, including the Holly Springs ITS project cost.*

*John Hodges-Copple asked about how some of the project might fare in SPOT 6, specifically if any would move into SPOT 6 with no points assigned in SPOT 5. Mr. Rickard reviewed the programming timeline and how acceleration affected the available money for additional projects in SPOT 5. He stated that SPOT 6 should be impacted in a similar fashion and more projects are likely to. Alex said he did not know how competitive specific projects would be in SPOT 6 at this time as some criteria have changed from one round of SPOT to another. Mr. Lukasina reviewed non-highway differences between the two scenarios and discussed where the projects are in the NCDOT development pipeline in terms of what gets committed or not. John Hodges-Copple noted that he was interested in what projects could wait on to be funded in SPOT 6. Alex noted that getting in the STIP and the project development pipeline was key to having an advantage in programming for future rounds of SPOT. Mr. Rickard reiterated that the default plan would include the assumption of funding for the DOLRT and backup plan would not as well as other key differences. Ben Howell said if the General Assembly adjourns without addressing the technical corrections bill, then we would go with plan B, otherwise stick with plan A.*

*Tim Gardiner noted that we should wait and submit as close to July 27 as possible in case the GA gets called back. Chris noted that we are recommending conditionally wording requested action to the Executive Board to allow CAMPO some flexibility not only for DOLRT, but also to respond to other MPO/RPO and Division Engineers' points assignment.*

*John Hodges-Copple asked about "correctness" of the red line. Mr. Rickard stated that this is an exercise in estimating based on a variety of quantitative and qualitative factors and while CAMPO has been very successful with this approach, there is the possibility that other factors could impact the final cut off for funding. He stated that some of these, including NCDOT's project acceleration initiative or the potential new BUILD NC Bond program are very difficult to forecast, have impacted past rounds of SPOT and are expected to impact future rounds as well. Discussion followed about where the roadway vs non-roadway projects fall in terms of scores.*

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

## 5.2

### Triangle Regional Freight Plan

Kenneth Withrow, MPO Staff

*Mr. Kenneth Withrow went over the draft Freight Plan, noting the website and providing the url to access the document. He stated that the draft document would be released for public comment over the summer and would be brought back to the TCC for consideration of a recommendation to the Executive Board in the late summer or early fall. He also indicated that the DCHC MPO is on a similar timeline. Mr. Jason Myers asked if there was a detailed map of the proposed freight route designations, noting some local stakeholders might have concerns. Mr. Paul Black stated that the draft maps had been reviewed by member agencies and modifications were made. He stated that adjustments were made based on comments from staff at the City of Raleigh. Mr. Alex Rickard also noted changes made at the request of the Town of Clayton to move routes out of downtown Clayton. Mr. Lukasina stated that staff would also post online maps and/or map services with the proposed freight network.*

**This matter was received as information.**

**5.3** LAPP Available Funding Report  
Gretchen Vetter, MPO Staff

*Ms. Gretchen Vetter presented an update on the current status of the LAPP program and active projects. She stated that the current fund balance was \$19 million in STP and TAP funds and \$23 million in CMAQ funds. Ms. Vetter presented information on the federal rescission scheduled to take place in July of 2020 and impact all unobligated funding from FFY 2019 or earlier. Mr. Lukasina stated that at this point next year we could be either have funding exposed to the rescission or be in a position to help NCDOT by obligating additional money they want to protect from rescission*

*Mr. Bret Martin asked if the funding program-flex to 5307 was protected. Mr. Lukasina stated that our current understandign is that if it is fully encapsulated in a grant in TRAMS then it is considered obligated (and thus protected).*

**This matter was received as information.**

**5.4** GoRaleigh Access 2017 Complementary ADA Paratransit Plan  
Crystal Odum, MPO Staff

**Attachments:** [2017 GoRaleigh Access Complimentary ADA Plan](#)

[RESOLUTION TO CERTIFY THE GORALEIGH ACCESS  
COMPLEMENTARY ADA PARATRANSIT PLAN.docx](#)

*Ms. Crystal Odum presented the Americans with Disabilities Act requirements for public, fixed route operators to provide ADA Paratransit service to individuals with disabilities and discussed the requirements, including MPO certification of required ADA plans and that each plan is consistent with current regional urbanized area transportation plans. She discussed the requirements, which include MPO certification of each operator's ADA plans and concurrence with regional urbanized area transportation plans. She went over the Paratransit service criteria, GoRaleigh's Paratransit service compliance and coordination with other services in the region, and how the current GoRaleigh ADA plan aligns with the MTP. She noted that the GoRaleigh ADA plans conforms to the MTP and other long range transportation plans per the requirements.*

**A motion was made by Tim Bender, seconded by Jason Myers, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.**

**5.5** FFY 2018 FTA Section 5307, 5340, and 5339 Distribution  
Crystal Odum, MPO Staff / David Eatman, GoRaleigh

**Attachments:** [2017 MOU FTA Section 5307, 5340, 5339 Apportionment](#)  
[FY 2018 FTA Section 5339 Worksheet.pdf](#)  
[FY 2018 FTA Section 5307 Worksheet Raleigh UZA.pdf](#)  
[FY 2018 CAMPO FTA Suballocation letter .pdf](#)

*Ms. Odum presented the TCC with the release by the FTA of the full allocation of Section 5307, 5340 and 5339 federal funding for the Raleigh Urbanized Area (UZA). She noted that the City of Raleigh remains the direct recipient for the region and they worked with the Memorandum of Understanding (MOU) partners to sub-allocate the funds for disbursement. The disbursement methodology, formula and processes are based on the latest (2017) MOU. Ms. Odum provided a summary of the changes included in the most recent MOU that included - Adding Wake County and CAMPO as listed parties, added language for 5339, 5340 and 5307 low income formulae, and cleaned up technical language in the MOU. She went over the required draft funding split letter which outlined the sub-allocation amounts and requested distribution from the FTA and the recommended action.*

**A motion was made by Tim Bender, seconded by Member Kendra Parrish, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.**

**5.6** FY 2018 Wake Transit Work Plan - 4th Quarter Amendment  
Adam Howell, TPAC & CAMPO Staff

**Attachments:** [FY 2018 Q4 Amendment Summary](#)  
[TPAC FY18 Q4 Amendment Packet](#)

*Mr. Adam Howell reviewed the proposed amendments to the FY 2018 Wake Transit Work Program. He stated that the proposed amendments were reviewed by the TPAC and that the TPAC has forwarded a recommendation for approval to CAMPO and GoTriangle.*

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

**5.7** FY 2019 Recommended Wake Transit Work Plan  
Adam Howell, TPAC & CAMPO Staff

**Attachments:** [FY 2019 Recommended Wake Transit Work Plan Summary](#)  
[FY2019 Recommended Wake Transit Work Plan-FINAL](#)  
[Wake Transit FY 19 Plan Comments CAFT- CAMPO](#)  
[FY 19 Agreement Structures Packet](#)  
[FY19 Work Plan FAQs](#)

*Mr. Adam Howell directed members to their agenda packets and presented the draft FY 2019 Wake Transit Work Plan. He stated that the TPAC has reviewed and recommended approval by CAMPO and GoTriangle. Mr. Bret Martin asked about the various FAQs have have been developed and stated that the Town of Cary would like to review and provide input on the final wording dealing with services in western Cary. Mr. Howell noted that staff could follow up with the Town after the meeting. Mr. Howell continued to present major elements of the draft work plan including the budget as well as new elements like the youth fare free program and continuing initiatives including expanded fixed route services. Mr. Howell noted that over 129 comments were received on the draft work program. Mr. Howell went on to discuss the various agreements and agreement structures that are part of the work plan. He reviewed the format and noted that the TPAC has reviewed the project groupings. He also discussed the nre scope reference statement.*

**A motion was made by Tim Bender, seconded by Member John Hodges-Copple, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.**

**5.8** Wake Transit - Major Investment Study: Bus Rapid Transit Implementation  
(Evaluation Framework & System Performance Standards)  
Adam Howell, TPAC & CAMPO Staff

**Attachments:** [BRT Evaluation Framework and Design-Performance Measures Summary](#)  
[BRT Evaluation Framework](#)  
[BRT Design Standards and Performance Measures FINAL TPAC Approved](#)

*Mr. Howell presented the Bus Rapid Transit (BRT) evaluation framework document and stated this was designed to help provide an understanding of performance for the various BRT alignments in order to help evaluate corridors. There are eight evaluation categories, some based on FTA criteria, with metrics and data sources defined in the document.*

*Mr. Time Bender asked if there were any metrics missing here that are in the FTA program. Adam said the FTA metrics were accounted for. Mr. Jason Myers stated that constructability makes a lot of sense but asked if there was something evaluating the ability for implementation to be phased, as "implementability" versus constructability are different things and there may be a desire to understand whether an entire corridor is needed for a project to work or if all the sub parts of the corridor need independent utility. He stated that being able to do it in a piecemeal ("less-risky") way should not be penalized. Mr. Bret Martin stated that would seem to be more of a project development issue based on how FTA defines projects. Mr. Martin added that he sees the framework as more of a corridor screening tool, not a specific project decision making one. Mr. Tim Gardiner noted that the longer corridors will have very different statistics from individual projects.*

*Chairman Howell asked Mr. Myers if he wanted to propose amending the evaluation framework. Mr. Myers stated he did not. Chairman Howell asked Mr. Howell to bring the concern back to the Major Investment Study group.*

*Mr. Adam Howell went on to present the BRT performance standards. He discussed the Richmond, VA and Seattle, WA experiences as examples. He stated that goal was to deliver what the voters asked for. Mr. Howell provided a summary of the proposed standards. He stated that these will set a baseline to help us create more guidelines in the future. Mr. Tim Bender asked about how this went through the TPAC. Mr. Howell stated this was developed by the project CTT and consultant team and presented to the full TPAC where a unanimous recommendation was provided for approval, with only one item that had significant discussion. Mr. Myers said he was not sure that this standard reflects what Wake wanted. Mr. Myers stated that he did not believe that the focus on peak hour commuting matches what the [Wake] plan says. Mr. Myers stated that while he was not proposing an amendment at this time, he wanted to voice the concern. Mr. John Hodges-Copple recounted discussion of the "less than 15-minute frequency" when ridership was too weak and the discussion about whether to keep the service in order to meet an arbitrary minimum or to let it slide a bit to reflect reality. Mr. Tim Gardiner concurred that John's recollection of the earlier discussion matched his recollection as well.*

**A motion was made by Tim Bender, seconded by Member John Hodges-Copple, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.**

- 5.9 Wake Transit Plan - Bus Plan: Service Guidelines and Performance Measures  
Adam Howell, TPAC & CAMPO Staff

**Attachments:** [Bus Plan - Service Guidelines and Performance Measures Summary](#)  
[Wake Transit Bus Plan - Service Standards & Performance Measures](#)

*Mr. Adam Howell introduced Ms. Mary Kate Morookian as the Wake Transit Bus Plan project manager to present the draft Service Guidelines and Performance Measures. Ms. Morookian discussed the draft guidelines and performance measures. She presented the various elements and the process used to develop the draft document. Mr. Tim Bender asked if there was a minimum standard for different stop types. Ms. Morookian stated no that these are guidelines but that ADA requirements would still need to be met. Mr. Bender asked if the farebox recovery measure was for each route. Ms. Morookian stated that it was envisioned to be at the system level and that discounted group rates and technology were still being evaluated. Mr. John Hodges-Copple asked by the proposed bus stop spacing guideline was listed as 1,300 feet instead of the more common one quarter mile as they are about the same. Ms. Morookian stated that they are the same and they would review the draft document for consistency in terminology.*

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

## **6. Informational Item: Budget**

- 6.1 Operating Budget - FY 2018  
Lisa Blackburn, MPO Staff

**Attachments:** [FY 2018 PROJECTED Budget QTR 3](#)

*The Operating Budget was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.*

**This Informational Report was received as information.**

- 6.2 Member Shares - FY 2018  
Lisa Blackburn, MPO Staff

**Attachments:** [FY 2018 PROJECTED Member Dues QTR 3](#)

*The Member Shares report was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.*

**This Informational Report was received as information**

## **7. Informational Item: Project Updates**



## 7.1 Project Updates

**Attachments:** [Project Updates](#)

*The Project Updates report was distributed in the TCC agenda prior to the meeting. No comments were made at the meeting.*

**This Informational Report was received as information.**

## **8. Informational Item: Staff Reports**

*Mr. Chris Lukasina noted that the Build Grant applications are due soon and that any agency submitting an application needed to contact CAMPO staff by noon on Wednesday, June 13, 2018 to be considered for MPO endorsement. Mr. Lukasina also stated that the MTP/TIP subcommittee would be meeting over the summer to continue to work on items related to Bonus Allocation. He stated that it is anticipated there will be a recommendation coming to the TCC in August or September. Mr. Lukasina also provided an updated on open MPO staff positions including the Wake Transit Program Manager, a Wake Transit planner, the modelling position, and the part-time technician position.*

*TCC Chair - Chairman Howell noted that there was no business anticipated for July and without objection the meeting would be cancelled. There being no objections, Chairman Howell declared the July TCC meeting cancelled.*

*NCDOT Division 4 — SPOT 5 points assignment public meeting will be on June 12th.  
NCDOT Division 5 — SPOT 5 points assignment public meeting will be on June 19th.  
NCDOT Division 6 — SPOT 5 points assignment public meeting will be on June 18th.  
NCDOT Rail Division - Absent  
NC Turnpike Authority - No Report*

**This was received as information.**

## **9. Adjournment**