

# NC Capital Area Metropolitan Planning Organization Meeting Minutes - Draft

One Bank of America Plaza  
421 Fayetteville Street,  
Suite 203  
Raleigh, NC 27601

## Technical Coordinating Committee

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Thursday, March 3, 2016

10:00 AM

Conference Room

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### 1. Welcome and Introductions

*Chairman Howell opened the meeting with a Welcome and Introduction.*

**Present:** 32 - Todd Delk, Tim Maloney, Tim Gardiner, Scott Hammerbacher, Vice Chair Kendra Parrish, Coley Price, Berry Gray, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David Eatman, Darcy Downs, Candace Davis, Jerry Bradley, Michael Frangos, Kevin Lewis, John Hodges-Copple, Jimmy Eatmon, Jay Sikes, Tyler Bray, Jason Brown, Joe Bailey, David Keilson, Don Belk, Susan Wilson, Sandi Bailey, Sean Johnson, Ray Boylston, Russell Dalton, Allison Rice, Mike Clark, and Joe Geigle

**Absent:** 59 - Chris Hills, Tammy Ray, Corey Liles, Ken Bowers, Eric Lamb, Don Willis, Rupal Desai, Tim Little, Brad Bass, David Bergmark, David DeYoung, Donnie Brew, Tim Simpson, Matt Watterson, Jason Myers, Juliet Andes, Adam Howell, Brandon Watson, Bob Clark, Greg Burns, Michael Landguth, Thomas Lloyd, Ellis Cayton, Eric Hodge, Eric Kerauvouri, Jacob Reynolds, Jason Rogers, Joey Hopkins, Kelli Yeager, Kevin Sigmon, Lisa Potts, Mark Hetrick, Mark Edmonson, Matt Day, Matt Keough, Mike Kneis, Patrick McDonough, Roberta Fox, Samantha Smith, Stephanie Clifton, Tim Bender, Travis Marshall, Ben Hitchings, Blake Mills, Bradford West, Barry Baker, Thomas Lloyd, Mark Wilson, Lori Cove, Phillip Smith, Tim Bailey, John McCullen, Josh Bennett, Mike Sorensen, Brian Hicks, Bryan Coates, Aaron Levitt, David Bamford, and Eddie Dancausse

### 2. Adjustments to the Agenda

*Ben Howell, TCC Chair*

*A minor adjustment was made to the agenda item 5.3 to make this item an action item instead of an informational item.*

### 3. Public Comments

*There were no public comments to the agenda*

### 4. Minutes

#### **4.1 TCC Minutes: February 4, 2016 meeting**

**Requested Action:** Approve the February 4, 2016 meeting minutes.

**Attachments:** [Minutes: 2/4/2016](#)

**A motion was made by Member Tim Maloney, seconded by Vice Chair Kendra Parrish, that this item be approved. The motion carried by a unanimous vote.**

**5. Regular Business****5.1 Raleigh-Cary Rail Crossing (RCRX) Study**

Shelby Powell, MPO Staff

Teresa Gresham, Kimley-Horn

**Requested Action:** Receive for information and discussion; recommend the Executive Board schedule a public hearing on the study recommendations at its April 20, 2016 meeting.

**Attachments:** [RCRX Executive Summary](#)

*Shelby Powell, MPO Staff and Teresa Gresham, Kimley Horn*

*Ms. Powell and Ms. Gresham gave a presentation on the Raleigh-Cary Rail Crossing Study. This study evaluated the railroad-road crossings between Gorman Street in Raleigh and NE Maynard Road in Cary. The study evaluated existing conditions at each crossing, and made recommendations to change crossing configurations (or close crossings, in some instances) based on topography, safety, land use and economic considerations. Recommendations are available in the project report, which can be downloaded from the RCRX website – [www.rcrxstudy.com](http://www.rcrxstudy.com). The Executive Board will receive a presentation of the project recommendations at its April 20 meeting.*

**A motion was made by Member Todd Delk, seconded by Member Darcy Downs, that this item be received as information and discussion; recommend the Executive Board schedule a public hearing on the study recommendations at its April 20, 2016 meeting. The motion carried by a unanimous vote.**

**5.2 Public Participation Plan Update**

Paul Black, CAMPO Staff

**Requested Action:** Set the public hearing for April 20th Executive Board meeting.

**Attachments:** [CAMPO Public Participation Plan](#)

*Paul Black, MPO Staff*

*Mr. Black gave a presentation about The Capital Area MPO that has a Public Involvement Plan that describes how the MPO involves the public in developing transportation plans and related policy documents. Related to this plan is the Title VI (Civil Rights)/Minority/Low-income/Limited English Proficiency Outreach Plan.*

*The MPO staff reviewed the existing plans, and then looked at other "best-practices" plans from around the state and similar MPOs around the nation. The document presented here today does 4 things:*

- Consolidates the 2 plans into a single document*
- Updates the format of the documents to be more user-friendly and easy to understand*
- Updates specific parts of the document to reflect improvements in the planning process and recognize changes in modern communication and media.*
- Every plan needs a goal, and our already adopted Strategic Plan and draft MTP have PPP goals to inform this plan;  
Strategic Plan goals/measures folded in by reference  
Placeholder reference for 2045 MTP goals & measures; draft goals have PPP-specific goal and related objectives/measures to tie in once adopted*

*Under the last bullet, substantive changes include:*

- Revision of the methodology to determine "Communities of Concern" for the Title VI/Minority/Low-income/LEP Plan*
- Adding or making clearer what the public participation requirements are for adopting, amending, or correcting plans or other required documents. This was mostly clarifying application to sub-plans or processes not directly addressed in the current plan.*
- Staff released the draft Public Involvement Plan Update for public review and comment from February 25, 2016 through April 20, 2016 and is preparing for the probable public hearing at the April 20, 2016 Executive Board meeting.*

**A motion was made by Member Tim Maloney, seconded by Member Todd Delk, that this item be recommended for approval and release the draft Public Involvement Plan Update for public review and comment from February 25, 2016 through April 20, 2016 and is preparing for the probable public hearing at the April 20, 2016 Executive Board meeting. The motion carried by a unanimous vote.**

**5.3 Prioritization (SPOT) 4.0 Update**

Alex Rickard, CAMPO

**Requested Action:** Received as information**Attachments:** [CAMPO STI Methodology](#)*Alex Rickard, MPO Staff**Mr. Rickard gave an update on the proposed Prioritization (SPOT) 4.0 schedule along with adjustments to the CAMPO Prioritization Methodology.**Mr. Rickard stated that the current schedule for Prioritization 4.0 will allow for two separate public comment periods and two public hearings. In the P4.0 schedule, MPOs and RPOs will have the benefit of seeing which projects are programmed at the Regional Impact category prior to assigning local input points at the Division Needs category. Mr. Rickard pointed out that several administration changes have been proposed to CAMPO prioritization methodology including updating the CAMPO address, logo, transit agencies names, and various references to the 2040 MTP. Ray Boylston, Town of Cary asked to replace "transit authorities" with "transit agencies". Danny Johnson, Town of Fuquay-Varina, asked that all graphics and maps depicting the CAMPO region be scaled to the extent that the entire region is visible.**Mr. Rickard presented the draft target modal mixes adopted from Prioritization 3.0 and recommended no changes be made. Mr. Rickard emphasized that these point assignments by mode are simply targets in order to provide staff an initial direction for how to allocate local input points across modes.**Kendra Parrish, Vice-TCC Chair, complimented CAMPO staff on their work on the prioritization process and commented on how helpful the methodology document was in explaining the prioritization process to elected officials and the public.***A motion was made by Member Danny Johnson, seconded by Vice Chair Kendra Parrish, that this item be recommended Executive Board approve updates to local prioritization methodology and target modes.****The motion carried by a unanimous vote.**

## 5.4

**Wake County Transit Investment Strategy - Update**

Kenneth Withrow/MPO Staff

**Requested Action:** Provide comments on potential schedule, draft plan, and items related to the development of an Interlocal Agreement.

*Wake County Transit Investment Strategy - Update*  
*Chris Lukasina, MPO Executive Director*

*Mr. Lukasina gave an update on the development of the Wake County Transit Financial Plan (WTFP) draft report that was released by Wake County in December, 2015 and will include rail and bus elements derived from a year long planning process. This plan has been developed to guide future regional bus and rail investments that may result from the creation of a regional revenue source and prepare for a possible local transit sales tax referendum in the fall of 2016. The Wake Transit Financial Plan report would be the primary document supporting this effort. A vision for bus and rail service options included in the Wake Transit Financial Plan have been refined based on public and agency input. Preliminary cost estimates have been developed and are also included in the Plan.*

*The Wake County Transit Advisory Committee, a group of elected and appointed officials, and the Wake County Transit Technical Coordinating Team established to help guide development of the WTFP met several times throughout 2015 and endorsed recommendations that include more than three times more bus hours of service*

*An Interlocal Agreement (ILA) to establish appropriate governance over the WTFP and any possible new revenue source created as a result of a referendum is under development. Please contact MPO staff with any issues, ideas, or items related to governance that you may have. Based on the current draft schedule being proposed, a public comment period would open in April. The Executive Board would hold a public hearing on May 18, 2016 and consider possible action on the draft financial plan and ILA on June 15, 2016. The anticipated schedule is designed to continue to support a possible referendum in the fall of 2016.*

*Potential Wake Transit Strategy Schedule*  
*Interlocal Agreement Development*  
*February 2016 – Spring 2016*  
*Open CAMPO public comment period*  
*April 2016*  
*CAMPO public hearing*  
*May 18, 2016*  
*GoTriangle Board of Trustees consider Wake Transit Financial Plan*  
*May 25, 2016*  
*CAMPO Executive Board consider Wake Transit Financial Plan*  
*June 15, 2016*  
*Wake County Commissioners consider Wake Transit Financial Plan & setting referendum June 20, 2016*

*Bret Martin, MPO Staff, presented some research on various models of transit governance that he'd found. At a very high level, he reviewed models from Charlotte, Durham and Orange Counties (NC), and several models from California. Mr. Martin's research was to find out how other areas conduct the elements of governance pertaining to (a) fiduciary and regulatory responsibilities; (b) technical planning, programming and prioritization responsibilities; and (c) implementation of services and projects. The model from Charlotte contains only one fixed-route transit provider, which is different from the*

Wake County effort that will have three fixed-route providers. Charlotte's fiduciary and regulatory responsibilities and the implementation of projects are taken care of within the City, and the planning/programming is done in collaboration between the City and the Metropolitan Transit Commission (a transit authority representative of all participating jurisdictions). The Durham and Orange County model is structured such that GoTriangle is the fiduciary and regulatory agency, and the GoTriangle staff develops the technical planning, prioritization and programming documents, which are approved by the GoTriangle Board of Trustees. In that situation, the DCHC MPO incorporates those outcomes into the necessary plans (MTP) and programs (TIP) in collaboration with a staff working group. The Durham and Orange County adopted and voter-approved financial plans are unique from the WTFP in that they contain a high-level programming and prioritization of projects, as well as policy regarding the distribution of funding to transit providers. This is a piece of the Wake County Plan that is yet to be determined. The staff working group, with representatives from the Counties, the MPO and GoTriangle, is involved in reviewing financial plan assumptions and other revisions or updates to the plan. In the models from California, there is a common theme that the fiduciary/regulatory and technical planning, programming and prioritization responsibilities are carried out by an agency different from project sponsors or those agencies implementing projects. In those cases, implementation is done by local governments and transit providers within the tax district. This separation of governance pieces between agencies allows for suitable checks and balances between control of the funds and control of the plan.

Danny Johnson asked for more clarification on how the MPO envisions local government partners participating in the governance of this funding. Tim Maloney stated that the thinking right now is there would be a higher level agreement between the MPO, GoTriangle and Wake County, but that separate lower-level agreements would be put in place on a project-by-project basis. Tim Gardiner suggested getting the Transit TCT back together to discuss the options in detail.

Ray Boylston asked if the County had an anticipated release date for a draft ILA, noting that Cary would need at least 30 days to review it internally to be able to provide comments. Tim Maloney responded that he anticipated in the next three or so weeks something could be released.

Ray Boylston stated that the governance structure must have appropriate checks and balances, and that the MPO should play a strong role in the governance of the tax district since it is the MPO's role to do long range planning and programming, and the MPO has experience in prioritizing projects.

John Hodges-Copple noted that everyone on the TCC needs to think about this and be diligent in participating in these discussions because, while boring, this is a very important topic for the region and the processes being put into place will govern for a long time.

Ben Howell suggested convening the TCT sooner rather than later so that all municipalities could have an opportunity for discussing what they see as important pieces to have in a draft ILA. Darcy Downs suggested waiting until there is a draft ILA to discuss before convening the TCT. Ben Howell noted that Morrisville would be interested in providing input into the pieces included in the ILA before the draft is fully prepared. Tim Gardiner said he will begin the process of scheduling a TCT meeting.

TCC members were encouraged by MPO staff to discuss this with their local elected leaders and other stakeholders in their agencies, and let the MPO, County or GoTriangle staff know of any comments, concerns or ideas as this issue moves forward.

This Informational Report was received as information and for discussion.

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

### **6.1**

**Requested Action:** Receive as information

**Attachments:** [FY 16 PROJECTED Budget Review QTR 2](#)

This Informational Report was received as information.

### **6.2**

Member Shares - FY 2016

**Requested Action:** Receive as information.

**Attachments:** [FY 16 Member Dues Projection](#)

This Informational Report was received as information.

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

### **7.1**

Project Updates

**Requested Action:** Receive as information.

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

This Informational Report was received as information.

**8. Informational Item: Staff Reports**

*Mr. Lukasina gave reminders of upcoming events:*

*\* Annual Triangle Bike/Ped workshop in Wake Forest on March 11, 2016 at 8:30am  
(See Kenneth Withrow or Candace Davis)*

*\* NCAMPO Conference in Greensboro, NC on May 11-13, 2016  
(Encourages everyone to sign up quickly)*

*\* LAPP Project Manager Training at CAMPO on February 17, 2016 at 9:00am.*

*Mr. Lukasina also encouraged TCC members to check in with their Executive Board Members and Alternates to make sure they have filed or filing the State Ethics requirement form by April 15, 2016 so they won't get fined or get into trouble and that they cannot technically vote until they have filed.*

*TCC Chair - No Report*

*NCDOT TPB - 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*

**This matter was received as information**

**9. Adjournment**

*There being no further business, the Chair adjourned the meeting.*