

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

Thursday, June 2, 2016

10:00 AM

Conference Room

1. Welcome and Introductions

Chairman Howell opened the meeting with a Welcome and Introduction.

Dirk Scheubuedt with Holly Springs introduced himself and that he was filling in for Kendra Parrish.

Tim Maloney with Wake County stated that he has an intern and she introduced herself as Regina.

Present: 33 - Todd Delk, Tim Maloney, Tim Gardiner, Corey Liles, Scott Hammerbacher, Coley Price, Berry Gray, Rupal Desai, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David DeYoung, Darcy Downs, Candace Davis, Michael Frangos, Matt Watterson, Kevin Lewis, John Hodges-Copple, Jimmy Eatmon, Jay Sikes, Tyler Bray, Jason Brown, Susan Wilson, Sandi Bailey, Brandon Watson, Russell Dalton, Bob Clark, Dirk Siebeubuedt, Mark Locklear, Eddie Dancausse, Jimmy Cobb, Richard Hancock, and Adam Howell

Absent: 15 - Tammy Ray, Don Willis, David Bergmark, Jason Myers, Greg Burns, Michael Landguth, Bradford West, Mark Wilson, John McCullen, Aaron Levitt, David Bamford, Randall Cahoon, Eric Lamb, Ken Bowers, and Kendra Parrish

2. Adjustments to the Agenda

No adjustments were made to the agenda

3. Public Comments

There were no public comments to the agenda

4. Minutes

4.1

Requested Action: Approve the May 5, 2016 meeting minutes.

Attachments: [TCC Minutes: May 5, 2016](#)

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

5. Regular Business

5.1 FFY 2016 LAPP Available Funding Report

Danna Widmar, MPO Staff

Requested Action: Receive as information

Seven years ago, catastrophe hit our region. After the initial shock of losing over \$50M, in March 2010, the Locally Administered Projects Program was created. Soon thereafter, enthusiasm spread as word came of a great windfall!! This time, we were prepared and within two years restored funding on over 60 great projects: greenways, sidewalks, trailheads, buses, bus stations, transit wifi, roadway extensions, roadway widening and intersection projects all in the first year. As a result, "we got to surf the net on our commute" and "ride our bikes safely to work" like a big city.

Suddenly the magnitude of this grand undertaking, combined with regional growth, taxed our local resources. On the original 60 federal projects, paperwork mounted and projects struggled to achieve the coveted 'final closeout,' as the huge learning curve took its toll. You, our worthy technical experts gained expertise in a new federal language: meet air quality conformity, buy American, follow the uniform act, request reimbursement quarterly, and submit your subcontract approval forms, among others. A whole new language of "Do nots" also ensued: never start work before authorization, never negotiate with the contractors, never make medium or large purchases without an approved appraisal, never, never, never...

For the next five years, our communities toiled to complete the first 60 projects and receive reimbursement of those valuable funds. At the same time and despite the availability of funding, communities struggled to get new projects off the ground. Today, nearly a quarter of the original 60 projects haven't been blessed final closeout, some of those projects have barely progressed since 2011. Over the course of the last five years, only 55 new projects have hit the ground running. Despite recently escalating costs, and liberal 'additional funding' policies, we've obligated less funds in five years than we had in the first two. Today, I implore you: take these funds before someone who is bigger than all of us decides that we must not really need the money. And when I say 'take them', I don't mean 'let's identify more projects', 'let's program more great things', we've done all that. I mean get that money obligated to projects because the funds are only truly protected when we do.

We have six goals in the LAPP Program, and by all accounts, we've been wildly successful on four of them. But, we've become complacent on 2 and 3. We're just starting to enjoy our prosperity, and the concept of federal rescission seems unimaginable. We pat ourselves on the back for our fine job on goals 1, 4, 5 and 6 and rightfully so, but 2 and 3, that's where the rubber meets the road.

- 1. Develop a holistic approach to identifying and prioritizing small but highly effective transportation projects.*
- 2. Utilize available funding sources in a more efficient manner.*
- 3. Avoid future Federal rescissions to the maximum extent possible.*
- 4. Establish an annual modal investment mix to guide locally administered investments.*
- 5. Create an appropriate tracking system to monitor project status and better ensure obligation and expenditure of programmed funds.*
- 6. Establish a training program for LAPP participants.*

Over the last five years, only 26% of our projects have obligated funds in the year they were awarded LAPP funding and programmed. In FFY14, we had an abysmal 3% success rate. Our wildly successful FFY15 was in large part due to the FFY14 projects that finally reached obligation. The success rate for FFY15 projects specifically was only 27%. Our FFY16 rate should be higher, but still nothing to applaud and we still aren't going to make up for the prior year carry-over funds. And sadly, since we are now into the busy months, and few projects have made final submittals, we know our success rate for reaching authorization, even if you submit in the next couple of months, drops dramatically and is dependent on the accuracy and completeness of the information.

This is what the picture looks like. The blue bar each year is the annual appropriation. The red bar is the funds carried forward from the prior year. The green bar is the funds returned from closed projects or projects that declined funding after authorization. The three colors combined add up to the total combined available funding. Now, the blue line is the programming line, we've been over-programming, but it's not enough. The purple line represents all funding amounts obligated within that year (including prior year projects). Our exposure rate, the total combined funding bar minus the purple authorization line, has been equal to the full year appropriated amount both FFY14 and FFY15. We had higher hopes for FFY16, but as you can see by the purple line, we've made almost no progress in the first nine months of the year. Ignore the FFY17 projections...they assumed everyone who thought they'd make at the six month point would make it, and we now know our chances have dropped dramatically.

Tim Maloney thanked staff for the report and asked if this report will be provided to the Executive Board. Shelby Powell replied that the same information will be provided to the Executive Board. Tim suggested providing advice on types of things the Executive Board should look for in delayed projects. Several questions were asked and much discussion occurred about the funding exposure rate and amounts of funding currently programmed but not obligated.

This item was received as information.

5.2 FFY 2018 Locally Administered Projects Program

Danna Widmar, MPO Staff

Requested Action: Receive as information.**Attachments:** [MEMORANDUM: FFY18 LAPP Investment Mix](#)
[FFY18 Locally Administered Projects Program Changes](#)

For the FFY18 LAPP Program, the Target Modal Investment Mix and Recommended Changes to the FFY 2018 LAPP Program will be available for public review and comment from June 17th through August 17th 2016, the public hearing is tentatively scheduled at the regular Executive Board Meeting on August 17th, 2016 at 4:00pm. Based on Executive Board action at that meeting, the Call for Projects is anticipated to open on August 18th, 2016.

As part of the LAPP Program, an annual modal investment mix is established to guide how available LAPP funding is programmed to meet the variety of needs in our regions multi-modal transportation network. Federal legislation provides for the continuation of federal transportation funds directly attributable to the Capital Area MPO. Additionally, the MPO receives an allocation from the Congestion Management and Air Quality Program (CMAQ) which is appropriated to the State of North Carolina. These federal sources will be incorporated into the funding program for FFY 2018. For FFY18, based on recent obligation and de-obligation trends discussed in the Funding Availability Report, the total amount for programming is recommended to increase to \$23M. The percentages by mode are recommended to stay the same as prior years: 65% Roadway, 20% Bike/Ped and 15% Transit.

*Staff and the LAPP Committee discussed the following recommendations:
Recommend beginning work with FHWA:*

- *Standardized Definition for Operational Improvements, this will be initiated over the summer and brought back for consideration at a later date.*

Changes recommended for FFY18 include:

- *Adopt Schedule Standard for Program-wide Achievement of Shovel Ready Projects*
- *Limit the Number of New Project Applications*
- *Require designation of Project Managers (design), ROW Agents/Managers, and Construction Managers*
- *Amend the Proven Demand Definition*
- *Change Transit Scoring to accommodate Transit Plan Compliance Scoring Element*

Shovel Ready projects include Design, NEPA, Right-of-way and Construction. The recommended Shovel Ready Schedule Standards are:

- *Agreement is executed at least 15 days prior to the start of the federal fiscal year for the phase and year the project was awarded (September 15th).*
- *Final submittals are made to NCDOT prior to June 1 for all approvals required for authorization of the funded phase (the final funded phase if a multi-phase project)*
- *Authorization/Obligation of Funds at least 15 days prior to the end of the federal fiscal year for that funding round (September 15th).*

Next, limit the Number of New Project Applications, effective August 2017 for FFY19 applications, reduce the number of allowable new applications per agency per mode by the number of that agency's prior LAPP projects that did not meet authorization prior to the end of the federal fiscal year.

All LAPP Projects require designation of local agency Project Managers for Design,

ROW Acquisition and Construction Contract Administration within two weeks of the funding announcement. All managers are required to attend the Project Management training prior to work on the project.

Changes to the Proven Demand definition are based on feedback from two applicants during the FFY17 Call for Projects. These changes accommodate locations where it is currently physically impossible to cross, but demand is apparent based on pedestrian counts. The changed definition accommodates any variety of user counts as documentation of proven demand.

Finally, the transit changes will accommodate the reserved scoring category for Transit Plan Consistency. Transit Projects must be included in the approved Wake County Transit Plan or in the Metropolitan Transportation Plan (MTP) for a maximum of 10 points. The Transit Benefit Cost calculation is recommended to be a part of the Transit Effectiveness Score, which will now have six elements. Two of the Effectiveness elements: Improves Facilities and Reliability Improvements will be reduced to 10 points each.

John Hodges Copple indicated, as he reads the proposed Transit scoring changes, the Transit Consistency score appears to allow projects, even if they are not in the MTP or Wake Transit Plan. He questioned if this is a threshold requirement or a scoring element. As a threshold, projects could only be submitted if they are in the MTP or Wake Transit plan. As a scoring element, they just wouldn't receive the Transit Consistency points if not in the MTP or Wake Transit Plan. Ms. Widmar indicated that as written, it is a scoring element not a threshold element, and that the flexibility built into the Wake Transit plan makes it more difficult to define projects that are "in" or "out" without the additional work that will be completed over the next several months on Wake Transit. She indicated that funds from this funding round will be available October 1, 2017 and at that point much more work will have been done on the Wake Transit Plan and implementation should be underway. The proposed scoring change attempts to accommodate projects and give points to those that specifically meet the plan, even though the details are still being worked out. John asked if other modes had a threshold MTP requirement or if it was just a scoring element. Ms. Widmar indicated that MTP Consistency was a threshold requirement on roadways, greenways and on-road bike systems. She indicated that sidewalks and roadway operational improvement projects were considered to be in the MTP programmatically. John indicated that additional discussion may be warranted on this item as a threshold rather than a scoring element. Ms. Widmar indicated she will add it to the agenda for a Transit specific meeting that is planned.

This item was received as information.

5.3**Safe Routes to School Update**

Kristen Brookshire/UNC Highway Safety Research Center Staff

Requested Action: Receive as Information

The Wake County Model Safe Routes to School (SRTS) program as funded by the John Rex Endowment is exploring existing municipal and school policies and identifying opportunities to enhance safety for all road users, particularly child pedestrians. The UNC Highway Safety Research Center (HSRC), as a part of the John Rex Endowment grant, is tasked with tracking changes to municipal policies and practices that may affect pedestrian safety in Wake County; and has prepared the following update:

All five SRTS Action Plans are nearing completion and will be finalized by July 1, 2016. Highlights of the plans are included below. The plans are recommendations and are accompanied by a small amount of funding (\$16,000 per school):

Northwoods Elementary (Cary):

Interim pilot project (striping and flexi posts) on Boundary Street to shorten pedestrian crossing distance and reduce on-street parking conflicts

Hodge Rd Elementary (Knightdale):

*Artistic crosswalk and sidewalk markings throughout the Mingo Creek neighborhood
Let's Go, NC curriculum training for a task force of teachers per grade.*

Bugg Elementary (Raleigh):

Enhanced greenway crossing and intersection improvements at Little John Rd and Cooper Rd to restrict illegal U-turn movements at the Worthdale Community Center entrance

Ligon Middle (Raleigh):

Creative and custom middle school focused program toolkit

Lincoln Heights (Fuquay-Varina):

Crosswalk markings added to the intersection of Mc Lean Street and Bridge Street to connect existing sidewalk infrastructure.

Family day workshop with bicycle and pedestrian safety education

The project team is working with its partners to propose policy language for WCPSS and we are also working with WCPSS to include the "Let's Go NC!" materials and lesson plans on their internal curriculum portal. Ms. Kristen Brookshire, the HSRC Coordinator for this task, will give the presentation during this meeting.

This Item was received as information.

5.4 North Carolina's Non-Motorized Volume Data Program - Phase II Region Update

Kenneth Withrow/MPO Staff

Attachments: [NCDOT Non Motorized Counts Hardware MPO agreement \(example\)](#)

The North Carolina Department of Transportation (NCDOT) in cooperation with ITRE, the MPOs and RPOs in Highway Divisions 4, 5, 8, and 10 is working this year to develop a bicycle and pedestrian volume counting program with consistent methodologies that can be replicated statewide. The aforementioned divisions will serve as Phase II of the statewide project. Local government staff and CAMPO staff have filled out identifying proposed locations to count bicyclists and/or pedestrians for the NC Non-Motorized Volume Data Program; and have forwarded the information to ITRE.

Staff from ITRE are wrapping up the short duration count (SDC) collection that's being done to help inform the site selection process. For some general information to pass on, though, here are some tidbits:

52 sites were submitted and/or considered in the CAMPO region

44 sites were visited:

10 sites in the Apex/New Hill area

9 in Cary

21 in Raleigh

1 in Wake Forest

3 in RTP

ITRE staff members are trying to get short duration counts at most of the sites that are visited; and will share the information when all of the data has been compiled. A web meeting was held on Tuesday, May 24; at which time participants reviewed:

Local agency responsibilities as identified in the proposed Memorandum of Agreement with NCDOT

Installation process, roles and responsibilities for the counters

Benefits of participating in NCDOT's NMVDP

Estimated cost information, and

Questions local staff may have

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

5.5 P4.0 (SPOT) Regional Impact Point Assignment
Alex Rickard, MPO Staff

Requested Action: Recommend final approval of the proposed Regional Impact local input point assignment.

Attachments: [Region Impact Handout 060816](#)

NCDOT released the final technical scores for all SPOT 4 projects in mid-April along with the DRAFT Statewide Mobility programmed projects. Statewide Mobility projects that are not programmed are eligible for consideration of programming with Regional Impact funds, a process referred to as “cascading”. During May and June, the MPO will assign 2500 local input points to Regional Impact and cascaded Statewide Mobility projects.

The draft point assignment for the 2500 Regional Impact local input points has been posted to the CAMPO website for the 30-day public review and comment period. The public comment period will close June 14, 2016.

Mr. Rickard reviewed the Prioritization schedule and noted that final Executive Board approval was required prior to July 29, 2016.

Mr. Rickard reviewed the committed projects in the Triangle region from the Prioritization 3.0 process and the draft Statewide Mobility projects from Prioritization 4.0.

Mr. Rickard gave a brief review of the CAMPO prioritization process which focuses on maximizing the number of competitive projects in SPOT. Mr. Rickard reviewed the impacts of scaling in the P4.0 and explained why many of the CAMPO projects are proposed to receive the maximum of 100 local input points. Mr. Rickard reviewed the adopted target modal mixes for SPOT and the estimated redlines for Regions A & C. Mr. Rickard presented the final staff recommendation on regional impact point assignment and reviewed each proposed adjustment. Mr. Rickard reported that the Division Engineers had yet to assign their regional impact points.

A motion was made by Member Tyler Bray to table this item and consider a recommendation at the July meeting, seconded by Member Darcy Downs. The motion carried by a unanimous vote.

5.6 Wake County Transit Financial Plan Status Update

Bret Martin, MPO Staff

Requested Action: Receive as information

A public comment period for the Wake County Transit Financial Plan and corresponding Interlocal Governance Agreement was held April 18, 2016 – May 18, 2016. A joint public hearing for the plan and corresponding agreement was held before the CAMPO Executive Board and the GoTriangle Board of Trustees May 18, 2016, with many members of the public and representatives from various advocacy groups and businesses in the region providing comments. Subsequent to the public hearing, the CAMPO Executive Board adopted unanimously by resolution the Wake County Transit Financial Plan and the Interlocal Governance Agreement.

The GoTriangle Board of Trustees is scheduled to consider approval of the plan and agreement at its May 25th meeting, and the Wake County Board of Commissioners is scheduled to consider approval of the plan and agreement at its June 6th meeting. Following consideration of the plan and agreement by the Wake County Board of Commissioners, as well as the Board's authorization of the half-cent sales tax referendum to be placed on the November 2016 general election ballot, work will begin to organize the Transit Planning Advisory Committee (TPAC) referenced in the interlocal governance agreement. The TPAC will then begin preparing work products referenced in the agreement that are essential for successful implementation of the Wake County Transit Plan.

This Informational Report was received as information.

6. Informational Item: Budget**6.1 Operating Budget -2016**

Lisa Blackburn, MPO Staff

Requested Action: Receive as information**Attachments:** [FY 16 PROJECTED Budget Review QTR 3](#)

The FY 2016 UPWP Operating Budget is \$3,131,488. As of 03-31-2016 we have spent \$ 1,706,837. Please see Attachment 6.1 for more details.

This Informational Report was received as information.

6.2 Member Shares - FY 2016

Lisa Blackburn, MPO Staff

Requested Action: Receive as information.**Attachments:** [FY 16 Member Dues Projection 3rd QTR](#)

Attachment 6.2 shows the Member's Share for FY 16. Total member share match for the FY 2016 is \$604,295 as of 03-31-2016 we have spent \$300,561.

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

MPO Deputy Director, Shelby Powell

Ms. Powell stated that NCDOT released a call for infrastructure planning projects for the bike ped. Applications are July 1. MPO staff will send info out to the TCC.

The position of Part Time Engineering Tech closed last week, and application s are being reviewed.

Hope to have position filled in early summer.

Two new interstates were announced -US 70 will become I-42, and US 64 and 17 will become I-87

Two studies are staring up soon - NC 98 corridor study and strategic Tolling Study.

Harnett Co. and Granville Co. CTP's are being worked on.

Danny Johnson, Fuquay-Varina

Mr. Johnson stated that with the upcoming budget for the town they will also be working on CTP's and would like to have some participation from CAMPO.

TCC Chair- Ben Howell stated that the First Transit Planning Advisory Committee will be held June 20, 2016 at the CAMPO office and also Wake UP Wake County has sponsored an event and will have Secretary of Transportation, Anthony Foxx for their speaker for that evening and registration is open for this event.

NCDOT Transportation Planning Branch - No Report

NCDOT Division 4 - Jimmy Eatmon stated that their Division pubic meeting will be held on June 29, from 5-7 in Wilson.

NCDOT Division 5 – Division public meeting will be held on June 30, from 5-7 on Duke Street in their Durham office.

NCDOT Division 6 – Division pubic meeting will be held on June 20, from 5-7 in Fayetteville

NCDOT Rail Division – No Report

NC Turnpike Authority – No Report

This was received as information.