

# 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, September 1, 2016

10:00 AM

Conference Room

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### 1. Welcome and Introductions

*TCC Chair Benjamin Howell opened the meeting with a Welcome and Introduction. Mr. Keith Holliday, NCDOT Turnpike Division and Mr. Matthew Potter with AECOM introduced themselves.*

**Present:** 50 - Tim Gardiner, Scott Hammerbacher, Vice Chair Kendra Parrish, Ken Bowers, Eric Lamb, Don Willis, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David Bergmark, David Eatman, Darcy Downs, Candace Davis, Donnie Brew, Michael Frangos, Matt Watterson, Kevin Lewis, Jimmy Eatmon, Jason Myers, Jay Sikes, Tyler Bray, Adam Howell, David Keilson, Sandi Bailey, Sean Johnson, Ray Boylston, Pete Mangum, Michael Landguth, Ellis Cayton, Patrick McDonough, Dirk Siebeubuedt, John McCullen, Jonathan Williamson, Matt Klein, Eddie Dancausse, Randall Cahoon, Mike Clark, Liz Johnson, Ed Yerha, Don Mitchell, Ernie Anderson, Jack Smith, Jimmy Cobb, Jimmy Eatmon, Ken Marshburn, Joseph Jeffries, Adam Mitchell, Shannon Cox, Jeff Triezenberg, and John Paul Zitta

**Absent:** 10 - Chris Hills, Tim Maloney, Tammy Ray, Corey Liles, Berry Gray, Rupal Desai, John Hodges-Copple, Don Belk, Susan Wilson, and Greg Burns

### 2. Adjustments to the Agenda

*No adjustments were made to the agenda.*

### 3. Public Comments

*No Public comments were made.*

### 4. Minutes

#### 4.1 TCC Minutes: August 4, 2016 meeting

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

**Attachments:** [Minutes for August 4, 2016](#)

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

### 5. Regular Business

**5.1 FY 2016-2025 Transportation Improvement Program - Amendment #4**

Danna Widmar, MPO Staff

**Requested Action:** Receive as information.**Attachments:** [TIP Amendment #4](#)

*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 may be necessary to accommodate funding for LAPP Projects.*

*Danna Widmar referenced the spreadsheet, which includes amendments, modifications and additions to the TIP and then outlined the public involvement timeframes. The draft FY 2016-2025 Transportation Improvement Program - Amendment #4 will be released for public review and comment from September 19, 2016 through October 19, 2016 and a public hearing is tentatively scheduled to occur at the October 19, 2016 Executive Board meeting. Ms. Widmar indicated the TCC will have the opportunity to recommend approval at the October TCC Meeting. This item was presented for information and no questions were received.*

**This TIP Item was received as information and no questions were received.**

**5.2 FFY 2016 LAPP Available Funding Report**

Danna Widmar, MPO Staff

**Requested Action:** Receive as information

*The LAPP Program includes a tracking system of project specific funding obligation, as well as total available MPO funds, including CMAQ funds sub-allocated by the state. This allows staff to anticipate the amount of available MPO funding pending obligation or, at risk due to project schedule changes that extend beyond the awarded LAPP funding year. With FFY16 coming to a close, Danna Widmar provided an update of funding availability.*

*Before starting, Ms. Widmar announced that Fuquary-Varina successfully obligated a three-phase project that was awarded for FFY16 and RTP successfully obligated their first project, awarded for FFY16. She also made note of the LAPP construction projects for Crabtree Creek Greenway, which will result in a new east-west link between Raleigh and Morrisville, the majority of which is located south of I-40. It's a great multi-jurisdictional effort to expand non-motorized access, including Morrisville's project, which is currently out to bid and includes a rail crossing; Cary's portion, which should receive authorization to construct soon; and Raleigh's portion, which is currently being designed.*

*Ms. Widmar discussed the Funding Availability Chart, which is updated to reflect information through the end of August, just one month before the end of the federal fiscal year. The yellow line, which represents obligated funds has moved some since June. At that time, the obligated funds fine was barely above zero and now there's over \$5 million in funds obligated on projects. This is not as far as hoped, but the progress has changed the exposure rate to be closer to 1.5x (150% of the annual funds directly attributed to the MPO) or approximately three-quarters of FFY15 projects and three-quarters of FFY16 projects. The STPDA and TAP funds that are currently available are \$19 million, and the CMAQ funds that are currently available are \$17 million. Better news is anticipated over the next three months prior to the next report, because submittals have been made that should allow for obligation of \$11 Million STPD and TAP and \$5 million CMAQ. The FFY17 funds will also be added to the account, so the projected exposure in December is \$20.5 million in STPDA and TAP and \$18 million in CMAQ.*

*Ms. Widmar then noted that FFY17 is off to a good start because all but one agreement should be signed by NCDOT and the municipality by the end of FFY16. Also, there is only one prior year outstanding agreement, Raleigh's BikeShare agreement. Ms. Widmar then made note of the opportunity for municipalities or the MPO to consider having on-call consultants available to start LAPP design projects more quickly. Danny Johnson asked if this had been evaluated. Ms. Widmar noted that it was a new idea that had not yet been evaluated, but that DCHC MPO had just implemented it and Candace Davis just implemented it for Wake Forest. Mr. Johnson indicated that it was very difficult to complete a three-phase project in one year, and on-call services would certainly help. Ms. Widmar indicated that Wake Forest had accomplished it in less than 6 months, while it took many years at DCHC and offered to schedule a lunch and learn if Candace Davis is available to share lessons learned. No other questions were received.*

**This Miscellaneous Item was received as information and no other questions were received.**

**5.3 P4.0 (SPOT) Division Needs Point Assignment**

Alex Rickard, MPO Staff

**Requested Action:** Receive as information.**Attachments:** [Division Handout](#)

*NCDOT has recently released the DRAFT Regional Impact projects programmed for the 2018-2027 STIP. Regional Impact projects that are not programmed are eligible for consideration of programming with Division Needs funds, a process referred to as "cascading". During September and October, the MPO will assign 2500 local input points to the Division Needs and cascaded projects. The cascading projects will also include Statewide Mobility projects that were not programmed with Statewide Mobility funds or Regional Impact funds.*

*Mr. Rickard announced that the staff had released a DRAFT local input point assignment for the Division Needs category project. The DRAFT point assignment is posted on the MPO website and public comments will be received through October 18, 2016. There will be a public hearing at the Executive Board meeting on October 19th and following that public hearing, the Executive Board is expected to adopt a final point assignment.*

*Mr. Rickard provided a general update on the P4.0 (SPOT) process including the DRAFT programmed Statewide Mobility and Regional Impact category projects for the region. Mr. Rickard reviewed the adopted CAMPO prioritization methodology including maximizing the number of competitive projects and target modal mixes for local input points. Mr. Rickard reported that staff attempted to honor these target modal as much as possible but that revisions would likely occur based on coordination with Division Engineers offices and adjustments to the projected red lines.*

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

**5.4 Wake County Transit Planning Advisory Committee Bylaws, Including Voting Membership and Assignment of Administrative Support Agency**

Bret Martin, MPO Staff

**Requested Action:** Consider approval of the TPAC's recommended bylaws.**Attachments:** [Final Approved TPAC Bylaws](#)

*Mr. Martin presented the item and explained the major components of the draft TPAC bylaws under consideration. Mr. Howell asked Mr. Martin to explain how the weighted voting structure component of the bylaws evolved and what discussions led to the current structure within the draft bylaws. Mr. Martin explained the different structures that were considered and that the draft weighted voting structure was a compromise among the interests.*

**A motion was made by Member David Eatman that this item be approved and seconded by Mike Kennon with two Nays - Benjamin Howell & Danny Johnson**

**5.5 Wake Transit - Selection of Consultants for On-Call Transit Planning Services**

Bret Martin, MPO Staff

**Requested Action:** Consider approval of the “On-Call Consultant List” selections and corresponding contract for on-call services.

**Attachments:** [On-Call Consultant List](#)

[Draft On-Call Transit Planning Services Contract - CAMPO Draft - 09-01-2016](#)

*Mr. Martin presented the procurement process undertaken by the joint procurement parties and how the consultants submitting statements of qualifications were organized into categories. Mr. Martin also reviewed the highlights of the associated contract for on-call professional services and the financial contribution being made by each party, including CAMPO.*

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

**5.6 NC 54 & More**

Alex Rickard, MPO Staff

Matthew Potter, AECOM

**Requested Action:** Receive as information.

**Attachments:** [FS-1005B NC 54 Draft Report 2016 01 22 with figures](#)

[Morrisville Town Council Comments NC 54 Study](#)

*NCDOT in coordination with the Capital Area MPO, Town of Cary, and Town of Morrisville has conducted a feasibility study of improving the NC 54 corridor from NC 540 to Northwest Maynard Road. AECOM has completed the feasibility study and the recommendations are included in the final report.*

*Matthew Potter of AECOM presented the results of the NC 54 corridor feasibility study. Mr. Potter reviewed each recommendation along the 5.5 mile corridor and pointed out several of the issues that complicate this corridor including proximity to the rail corridor, historic districts and structures, environmental features, potential impacts to private properties, and conflicting traffic patterns. Chairman Benjamin Howell and Mr. Lukasina both pointed out that several of the recommendations conflict with local transportation plans and the adopted Metropolitan Transportation Plan. Mr. Lukasina reported that despite those conflicts, the NCDOT engineers and consultant team did a good job of analyzing the corridor and that the recommendations would be given due consideration in drafting the 2045 Metropolitan Transportation Plan.*

*A similar presentation will be given to the Executive Board at their September meeting.*

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

**5.7 Complete 540: No-Build Scenario Quantitative Indirect & Cumulative Effects Assessment**

Roy Bruce, Lochner

**Requested Action:** Receive as information.**Attachments:** [Complete 540](#)

*NCDOT consultants will provide an update on the Complete 540 project and discuss outreach efforts to local municipalities as part of the quantitative indirect and cumulative effects assessment.*

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

**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 4](#)

*The FY 2016 UPWP Operating Budget is \$3,131,488. As of 06-30-2016 we have spent \$2,680,159. 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 4th QTR](#)

*The 6.2 Attachment shows the Member's Share for FY 16. Total member share match for the FY 2016 is \$604,295 as of 06-30-2016 we have spent \$465,247.*

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

**7. Informational Item: Project Updates****7.1 Project Updates****Requested Action:** Receive as information.**Attachments:** [Project Updates](#)

*Reviewed the attachments for information related to ongoing projects and studies.  
Received as information*

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

**8. Informational Item: Staff Reports**

*MPO Executive Director, Chris Lukasina*

*Mr. Lukasina gave out handouts updating members on the MTP Development Schedule, Socio-economic data, the Connect 2045 forecasting efforts, and the Triangle Regional model (TRM) 6. Mr. Lukasina explained that the initial public comment period on these items was open and that the initial approval step would be in October and allow these tools to be used in the development of the 2045 MTP. Final adoption would take place later in the spring/summer of 2017.*

*Mr. Lukasina also discussed the current status on the development of the transit element of the MTP. The Wake Transit Plan looks out 10-12 years but the MTP will be looking out 30 years. He indicated the approach to work through the additional 18 years would include using the MTP/TIP sub-committee.*

*Mr. Lukasina also reminded everyone that the annual "one call for all" LAPP projects and UPWP special study projects is open until the end of October. For the Special studies submission contact Shelby Powell, ([shelby.powell@CAMPO-nc.us](mailto:shelby.powell@CAMPO-nc.us)) and if you have a LAPP project that you want to start talking early about you can contact Danna Widmar, ([Danna.Widmar@CAMPO-nc.us](mailto:Danna.Widmar@CAMPO-nc.us)).*

*Mr. Lukasina also stated the SPOT work group is coming up again in October and so those areas and have some ideas and have been selected on the work group this year.*

- TCC Chair - No Report*
- 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*

**This matter was received as information**

**9. Adjournment**

*The meeting adjourned at 12:13 p.m.*