

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

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

Thursday, January 5, 2017

10:00 AM

Conference Room

1. Welcome and Introductions

TCC Chair Benjamin Howell opened the meeting with a Welcome and Introduction and Tyler Bray introduced Cary's Assistant Town Manager, Mr. Russ Overton to the TCC.

Present: 22 - Chris Hills, Ray Boylston, Travis Marshall, Matt Klein, Eddie Dancausse, Jimmy Eatmon, Richard Hancock, Shannon Cox, Mike Kennon, Tyler Bray, Kendra Parrish, David Bergmark, Tim Gardiner, Rupal Desai, David DeYoung, Darcy Downs, David Eatman, Benjamin Howell, Danny Johnson, Eric Lamb, Tim Maloney, and Coley Price

Absent: 8 - Mark Wilson, Jeff Triezenberg, Michael Landguth, Ken Bowers, Berry Gray, Scott Hammerbacher, Justin Jorgensen, and Tammy Ray

2. Adjustments to the Agenda

No adjustments were made to the agenda.

3. Public Comments

No adjustments were made to the agenda.

4. Minutes

4.1

TCC Minutes: November 3, 2016 meeting

Requested Action: Approve the November 3, 2016 meeting minutes.

Attachments: [Meeting Minutes for November 3, 2016](#)

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

5. Regular Business

5.1**TCC Elections: Chair and Vice Chair**

Chris Lukasina, MPO Executive Director

Requested Action: Conduct election of CAMPO TCC Chair and TCC Vice Chair for one-year terms.

Chris Lukasina, Executive Director opened the floor for nominations for Chair of the TCC for 2017. Danny Johnson made a motion to nominate Benjamin Howell as Chair; the motion was seconded by Tyler Bray. The motion carried unanimously.

Chair Benjamin Howell opened the floor for nominations for Vice Chair of the TCC for 2017. David DeYoung made a motion to nominate Kendra Parrish; the motion was seconded by Tyler Bray. The motion carried unanimously.

5.2 Locally Administered Projects Program FFY18 Investment Program

Danna Widmar, MPO Staff

Requested Action: Receive as information.

Attachments: [MEMORANDUM TCC](#)
[FFY18 LAPP Investment Program](#)
[FFY18 All Submitted Projects Eligible for Consideration](#)

Danna Widmar indicated that FFY18 project submittals were very high quality and well vetted prior to submission, and thanked applicants for their hard work. Ms. Widmar covered the cumulative data first and reminded everyone that highway projects are scored against other highway projects; bicycle and pedestrian projects are scored against other bicycle and pedestrian projects; and transit projects are scored against other transit projects.

There were 25 eligible submissions. In FFY18, the total amount of eligible roadway requests equaled \$26M. This is much higher than prior years. For bicycle and pedestrian, the total amount of eligible requests equaled \$14M, which is similar to the last several years. For transit, the total amount of eligible requests equaled \$5M, which is a significant increase over prior years. Competition for funding was great across all modes this year. Of the 10 Roadway applications, 3 have been recommended for funding. Five of the ten bike/ped applications are recommended for funding. Three of the five transit applications are recommended for funding, including one with conditions.

For FFY18, the Executive Board approved a target modal investment mix that was consistent with prior years, but based on a larger recommended programming amount of \$23M. The target mix is 65% roadway (\$14.95M), 20% bicycle and pedestrian (\$4.6M), and 15% transit (\$3.45M). The recommended modal mix is 62% roadway (\$15.9M), 22% bicycle and pedestrian (\$5.7M), and 16% transit (\$4.2M). All modes have larger amounts recommended for funding than was included in the target and Ms. Widmar covered the amounts and sources. The directly attributable sources, STPDA (\$12.4M) and TAP (\$1M), are based on amounts that have been received historically (since 2014) by CAMPO. On the directly attributable funds, CAMPO over-programs up to 20%, or \$2.7M. There has also been a trend since 2014 of receiving an average of nearly \$1.5M back from closed-out or canceled projects. That projection is included in the target amount. Finally, the CMAQ programming sub-allocation from that state amounts to just over \$6M for FFY18. These figures total just over \$23M, which is the amount in the Target Modal Investment Mix. The recommended mix for FFY18 is higher, \$25M, because at the time of the Selection Committee Meetings, CAMPO had already received approximately \$3M in returned funds in FFY17.

Ms. Widmar then discussed the selection process. When reviewing projects, staff seeks clarification from the applicant only when needed to confirm eligibility and clarify the details of the project (project elements, information on the detailed costs, etc.), as necessary. Regarding eligibility, the primary concerns discovered in FFY18 were very isolated. There were no projects with FHWA federal aid or MTP compliance eligibility concerns, therefore staff did not need to route any projects individually to Federal Highways for concurrence. The primary concerns discovered in FFY18 were related to incomplete applications. For clarification, if enough information is submitted on the project, staff will score it based on what is submitted. However staff won't seek out additional information that is entirely missing and required as part of the application. Scores were verified multiple times, reviewed by staff, and provided to the LAPP

Selection Committee, which is comprised of Joe Milazzo, Joey Hopkins, John Hodges-Copple and John Stone. The committee reviewed the eligible FFY 2018 LAPP project submissions and forwarded a recommended list of projects as well as the modified modal investment mix for consideration. This year's review and discussion by the Selection Panel occurred in one three hour meeting in early-December. The Selection Committee philosophy in reviewing the scores is to serve as an external reasonable check, to raise questions and make sure the applicant has covered all bases, and to recommend approaches to implementation to improve the outcomes. This year, the Selection Committee also had a discussion about the Target Modal Investment Mix. They suggested that in light of the new public transportation revenue stream, it's probably time to re-evaluate the LAPP funding priorities, with consideration of the 2045 MTP and the Wake Transit Plan. The Selection Committee also takes into consideration the policy that all projects are expected to score at least 50% of the points awarded to the top-scoring project in each mode. As additional indication of the quality of the projects, only one eligible application scored below the 50% mark this year.

Ms. Widmar then discussed a map of the projects, which are spread throughout the region. For roadway, Judd Parkway was a high scoring project for ROW last year, so it is not surprising to see it is the top scoring roadway project for CON in 2018. The Selection Committee was very complementary of Fuquay-Varina for coming to the table with a high percentage of match. The Selection Committee indicated appreciation for the high quality of all the funded roadway projects. The second roadway project is Morrisville-Carpenter Road. Morrisville has been working on the project outside of LAPP, having made requests in the two prior years for design and ROW, which were not funded. The third roadway project is Reedy Creek Road in Cary. Cary staff worked on a new approach to an existing LAPP project and made a great submittal.

For bike/ped, the highest scoring project is a separated on-road bike facility on Gorman Street. It is the first separated on-road facility funded through LAPP. It's located in Raleigh and the City took a creative approach on Gorman Street to accommodate this two-way separated facility between Hillsborough Street and Ligon Street. The second bike/ped project is Black Creek Greenway, which is part of the East Coast Greenway and a much appreciated new route. Currently, riders are diverted to the on-road location riding up the steep hill on W. Dynasty Drive and the new section of Black Creek Greenway will provide a more direct route. The third bike/ped project is James Street in Apex. Next Mingo Creek Greenway is a nice new connection in Knightdale. And finally, the Selection Committee opted to go down one project and recommend a small project with a big impact. Timber Drive is a busy stretch of roadway with sidewalk gaps that need to be filled in Garner. As a side note, the Selection Committee asked that staff discuss lessons learned with a great project from Apex this year. In particular, they noted the holistic approach taken to achieve a fundable project that benefits a lot of people with a little money. Apex had submitted a variation of this project in the past two years and had come up short of funding. Originally, the project was focused on one connection that was complicated with competing TIP projects. This year, Apex achieved the objective of making important connections between an EJ community near downtown and multiple public facilities by improving different routes and upgrading ADA connections and crossings along the way. Apex also noted the other TIP projects on their plans so we could understand the full context of construction activity in the area. Complements to staff for a great project.

Finally, for transit, we have a GoCary project that has ADA upgrades on 45 stops in Cary. GoRaleigh is recommended to receive funding for a signal priority project on Capital Boulevard. We'll get to see if we can improve on-time performance for that important route. The last funded transit project is the GoRaleigh CNG Fueling Station upgrades. It

is a very interesting project, that has some conditions associated with it, including a presentation of the study on alternative fueling. They've completed one study and are in the process of a second study at the request of their Board. It's an incredibly interesting topic that details the cost and benefit of switching to alternative fueling, in this case CNG, but also likely combined with some electric fleet. We think you'll enjoy learning more. It will be on the agenda in the spring.

In conclusion, public comment will be open from January 16th through February 15th and the public hearing is anticipated to be scheduled on February 15th at the regular Executive Board meeting. The TCC will be asked to make a recommendation to the Executive Board at the February 2nd TCC Meeting. Ms. Widmar accepted questions. Ray Boylston complemented staff on the fine work with LAPP and suggested sharing expertise regarding the program with other MPOs in the state.

This Miscellaneous Item was received as information.

5.3

FY 2016-2025 Transportation Improvement Program - Amendment #5

Danna Widmar, MPO Staff

Requested Action: Receive as information.

Attachments: [TIP Amendment #5](#)

Ms. Widmar explained the format of TIP Amendment #5, which is similar to prior amendments, including projects as currently programmed on Page 1 and the amendment outlined on Page 2, with the same format on Pages 3 and 4. In TIP Amendment #5, all projects were initiated by NCDOT, except the last three, which are the recommended FFY18 LAPP projects that have stand-alone TIP numbers. Ms. Widmar indicated that the Morrisville project will be updated with a TIP #, once assigned. Ms. Widmar also indicated that the public comment period will be open from January 16th through February 15th and that the public hearing is anticipated to be scheduled on February 15th at the regular Executive Board meeting. Ms. Widmar accepted questions and no comments were received.

This TIP Item was received as information.

5.4

FY 2018 Unified Planning Work Program

Shelby Powell, MPO Staff

Requested Action: Receive as information.

Attachments: [Draft FY 2018 UPWP](#)

Each fiscal year, the MPO adopts a Unified Planning Work Program (UPWP) to outline the work tasks and programs that the MPO will conduct during that fiscal year. The document outlines major initiatives, such as the MTP and LAPP programs, as well as special studies and specific work products the MPO anticipates completing during the fiscal year. The FY 2018 UPWP is attached in draft form. In accordance with the MPO's adopted public involvement plan, this draft will be released for a public review and comment period starting on January 13 and ending on February 15 with a public hearing scheduled on February 15, 2017.

This UPWP Item was received as information.

5.5 P4.0 (SPOT) Division Needs Programming Results

Alex Rickard, MPO Staff

Requested Action: Receive as Information**Attachments:** [CAMPO P4 Draft Results](#)

Mr. Rickard presented DRAFT Division Needs projects programmed for the 2018-2027 STIP. The DRAFT Statewide Mobility, Regional Impact, and a brief review of the Division Needs projects elected for programming along with the overall 2018-2027 TIP timeline and Division Needs projects will be posted to the CAMPO website..

Comments on projects and the DRAFT 2018-2027 STIP or questions related to prioritization should be directed to Alex Rickard.

This Informational Report was received as information.

5.6 MTP Scenario Development Update

John Hodges-Copple, Triangle J COG

Requested Action: Receive as information.**Attachments:** [AIM High Scenario Methodology](#)

Mr. John Hodges-Copple, Triangle J COG provided an update on activities related to the alternatives analysis phase. This included an update on the proposed methodology for developing the "AIM-High" scenario land use and socio-economic data forecast. Supported documents were included as attachments.

This MTP Item was received as information.

5.7 FY 2017 Wake Transit Work Plan

Bret Martin, MPO Staff

Requested Action: Consider approval/adoption of the FY 2017 Wake Transit Work Plan**Attachments:** [FY 2017 Wake Transit Work Plan - TPAC Rec \(for TCC\)](#)

Mr. Bret Martin presented the FY 2017 Wake Transit Work Plan, provided updates on the on-call transit planning services and Joint Agency Agreement, and provided background information on Community Funding Areas.

Recommend the Executive Board consider of approval/adoption of the FY 2017 Wake Transit Work Plan

6. Informational Item: Budget

6.1 Operating Budget -2017
Lisa Blackburn, MPO Staff

Requested Action: Receive as information

Attachments: [FY 17 PROJECTED Budget QTR 1](#)

The FY 2017 UPWP Operating Budget is \$3,041,488. As of 09-30-2016 we have spent \$447,339. Please see the attachment for more details.

This Informational Report was received as information.

6.2 Member Shares - FY 2017
Lisa Blackburn, MPO Staff

Requested Action: Receive as information.

Attachments: [Member Dues Projection QTR 1 FY2017](#)

The Attachment shows the Member's Share for FY 17. Total member share match for the FY 2017 is \$569,297.50 as of 9-30-2016 we have spent \$89,468.00.

This Informational Report was received as information.

7.1 Wake Transit Implementation Overview Workshop
Bret Martin, MPO Staff

Requested Action: Receive as information

Attachments: [Wake Transit Implementation Workshop](#)

Mr. Bret Martin presented the FY 2017 Wake Transit Work Plan, provided updates on the on-call transit planning services and Joint Agency Agreement, and provided background information on Community Funding Areas.

Mr. Martin also stated that the Wake Transit Implementation Overview Workshop will be held on Wednesday, January 18, 2017 @ 3:00pm before the Executive Board Meeting.

This Informational Report was received as information.

7. Informational Item: Project Updates

7.2 Project Updates

Attachments: [Project Updates](#)

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

This Informational Report was received as information.

8. Informational Item: Staff Reports

MPO Director Chris Lukasina

Mr. Lukasina stated that the draft STIP has been released and will be reviewed. Most of this was reviewed in Alex Rickard's presentation on the mobility side and on the highway side it didn't really cover but will be reviewed and if anything particular is noted. We will bring back in February and give an update. A link will be sent out to everyone.

Mr. Lukasina stated that we are the benefactors of a little piece of what is called "Bonus Allocation" this means for every dollar of tolling funding that we have for a project CAMPO gets back 50 cents back to our region for another project. One of the Hot Spots this year in our Hot Spot program is to take a more in-depth look at the variety of corridors that would be eligible for that funding to help us better frame up which corridors and which project we want to look at selecting 4 bonus allocations. That is a decision that the Executive Board will need to make. There is a time frame on it and is all tied into when 540 has its financial closure. If the new schedule holds until 2020 then we have brought ourselves two more years.

Later on this year February, March or April we will be coming back to talk more about Bonus Allocations.

NC AMPO conference is this spring. Registration has not opened yet but the call for abstracts has and closes on January 13, 2017. If you projects or programs and have ideas that you could share with others. You can submit them. The Hotel room block has opened.

Two items from our Strategic Plan we continue to work through our annual work plan. the next two popping up here will to reclassification of one of the vacant positions which is a Planning Tech position into more of a Public Involvement Specialist planner position and focus on our Title VI environmental justice related activities and to be our primary point of contact person for our public preservation plan and all our activities through that.

Will have the second of two staff level peek exchanges with the MPO out of Charlotte. The Charlotte Regional Transportation Planning Org. These are the pre cursers for something that we might do at our TCC or at the board level but as we sat down talk with them they felt like a staff level meeting would be good first and then move forward next fiscal year with the TCC and the Executive Board. Went to Charlotte for a half day and sat in for LAPP committee. They don't really have a Lapp program yet and for the past years and lesson learns this helps them to and that meeting will occur on January 20, 2017.

Will be sending out the 2017 appointment forms for both TCC and the Executive Board for the voting Members. This will be sent out for attendance and voting purposes. A list for the Executive Board and Alternates and who is the representative for you. These will be send out the City/Town Clerks.

TCC Chair, Ben Howell - No report

NCDOT Transportation Planning Branch - Rupal Desai stated that there has been a change within the Transportation Planning Branch. Ms. Arlene Thomas is an additional contact person with the Planning Branch.

NCDOT Division 4 - No report

NCDOT Division 5 - No report

NCDOT Division 6 - No report

NCDOT Rail Division - Absent
NC Turnpike Authority - Absent

9. Adjournment

Upcoming Meetings/Events