

NC Capital Area Metropolitan Planning Organization

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



Meeting Minutes - Final

Thursday, May 3, 2018

10:00 AM

Minutes were approved at the June 7, 2018 meeting

Conference Room

Technical Coordinating Committee

1. Welcome and Introductions

Jimmy Eatmon with NCDOT - Division 4 introduced Craig Midgett with NCDOT Division 4

Present: 33 - Tim Gardiner, Eric Lamb, Justin Jorgensen, Chair Benjamin Howell, Danny Johnson, David Bergmark, Michael Frangos, John Hodges-Copple, Jay Sikes, Jason Brown, David Keilson, Sandi Bailey, Sean Johnson, Shannon Cox, Darius Sturdivant, Tracy Stephenson, Eddie Dancausse, Kendra Parrish, Het Patel, Mark Eatman, Tim Jacobs, MacKenzie Day, Suzette Morales, Juliet Andes, Tim Bender, Chris Hills, Tim Maloney, Samantha Smith, Andy Thomas Jr., Bynum Walter, David DeYoung, Jimmy Eatmon, and Jason Myers

Absent: 21 - Scott Hammerbacher, Ken Bowers, Coley Price, Berry Gray, David Eatman, Joey Hopkins, Barry Baker, Bob Clark, Christine Sondej, Paul Kellam, Holly Miller, Richard Campbell, Jay McLeod, Russell Dalton, Tansy Hayward, Michael Landguth, Adam Mitchell, Cathy Reeves, Jeff Triezenberg, Patrick McDonough, and Bret Martin

2. Adjustments to the Agenda

Wake Transit Implementation: FY 2019 Recommended Wake Transit Work Plan was added to the agenda as Item # 5.4.

3. Public Comments

No members of the public appeared to speak.

4. Minutes

4.1

TCC Minutes: April 5, 2018 meeting

Attachments: [Draft TCC April Minutes](#)

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

5. Regular Business

5.1 FY2018-2027 Transportation Improvement Program Amendment #4

Gretchen Vetter, MPO Staff

Attachments: [TIP Amendment #4](#)

CAMPO Staff Gretchen Vetter presented the Amendment #4 to the FY2018-2027 Transportation Improvement Program. NCDOT's STIP Unit notified the MPO of amendments to the FY2018-2027 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 TIP are necessary to update funding for prior year LAPP funding.

The FY2018-2027 TIP Amendment #4 has been posted for public comment from April 5, 2018 to May 7, 2018 and a public hearing is scheduled for the May 16, 2018 Executive Board meeting.

Ms. Vetter also stated that beginning with the FY2018-2027 TIP Amendment #4, CAMPO will return to a quarterly amendment schedule:

TIP Amendment #5 will begin its public comment period in July (if the July TCC and Executive Board meetings are cancelled, the Amendment will begin in August) and will go for approval the following month.

TIP Amendment #6 will begin in November with approval at the December meeting (if the December meetings are cancelled, approval is scheduled for January 2019).

TIP Amendment #7 will begin in February of 2019 with approval in March of 2019.

Ms. Vetter also introduced a Rule Change to the EPA AIR Quality Conformity Standard, which has an effect on CAMPO's TIP administration. The Rule Change has reimposed air quality conformity standards that had previously been revoked; because of this, air quality analysis using the reimposed standards is required in order to ensure that certain TIP projects conform with these standards. This analysis is expected to take 6 months. Amendments to the TIP cannot be formally accepted until the TIP is deemed to conform to these standards. CAMPO will still follow its regular TIP amendment schedule; however, the upcoming amendments may not formally be added to the TIP until this conformity determination.

A motion was made by Member David DeYoung, seconded by Alternate Jason Brown, that this item be recommended for approval to the Executive Board. The motion carried by a unanimous vote.

5.2 FY2020 Locally Administered Projects Program

Gretchen Vetter, MPO Staff

Attachments: [Memorandum Executive Board FFY20 Locally Administered Projects Program](#)
[FFY20 LAPP Target Modal Investment Mix 2018](#)

CAMPO Staff Gretchen Vetter announced that the upcoming FFY2020 round of LAPP began with the program development and LAPP Steering Committee meetings in April. Ms. Vetter shared that the proposed changes and the target modal investment mix for FFY2020 will be released for public comment from June 7th through July 8th, 2018. A public hearing is tentatively scheduled for the August 15th Executive Board meeting. The one-call for projects is anticipated to open through Executive Board action at that meeting as well.

Ms. Vetter shared that proposed change number one to the FFY2020 LAPP Program includes requirements for cost estimates during the LAPP project submittal process. CAMPO Staff recommends cost estimates for LAPP submittals must be within 2 years of the application year. Staff also recommends all LAPP project submittals must include a contingency of at least 25%. CAMPO will apply strongly recommended variable contingencies by phase. These contingencies will taper down the further along a project is in execution. Applicants who have not completed the Preliminary Engineering phase for their project are recommended to apply a 45% contingency to all phases included in their LAPP cost estimate. Applicants who have completed Preliminary Engineering and are pursuing Right of Way funding and beyond are recommended to apply a 30% contingency. Applicants who have completed Preliminary Engineering and Right of Way are required to apply the 25% minimum contingency when applying for Construction funding. Applicants may request to waive the strongly recommended contingencies during their presubmittal meeting; justification must be provided.

Proposed change number two to the FFY2020 LAPP Program recommends that CAMPO Staff will provide a write-up of the LAPP Selection Committee decision-making justification to the TCC and Executive Board as part of the LAPP Investment Program adoption process.

Proposed change number three recommends updating the policy on the threshold for scope modifications that can be approved administratively by the CAMPO Executive Director. The proposal is to change the administrative approval threshold from 10% of the current LAPP Program to a \$1 million project cost increase. CAMPO will provide a summary of administratively approved overruns during CAMPO's annual LAPP reporting process.

Member Juliet Andes inquired on the rationale behind proposal number three. CAMPO Executive Director stated that this proposal is in response to the age of the current policy, which has been in place since the beginning of the LAPP Program when the LAPP Program was much smaller.

Proposed change number four recommends maintaining the current LAPP policy of not restricting applicants from using bond referendum funding as their local match. This issue was brought up during the FFY2019 LAPP Selection Committee Meetings; CAMPO staff recommend no change to the current policy after discussion with the LAPP Steering Committee and and soliciting input from the TCC.

Proposed change number five recommends requiring agencies submitting transit project

to disclose if they have or intend to have Wake Transit plan funding as an additional source of funding so that CAMPO can monitor this topic. This requirement will allow CAMPO staff to monitor and track funding that is going to both Wake Transit and LAPP projects in a coordinated manner.

The last subject that Ms. Vetter addressed was the target modal investment mix for FFY2020. Ms. Vetter started by sharing that CAMPO Staff anticipate to program \$25 million for FFY2020, which is the same as FFY2019.

The proposed Target Modal Investment Mix for FFY2020 is 68% Roadway (\$17,000,000), 24% Bicycle Pedestrian (\$6,000,000) and 8% Transit (\$2,000,000). This is a slight change from the FFY2019 Mix, adding 4% to Roadway (\$1,000,000) and moving those funds from transit. Ms. Vetter noted that this proposed change was in response to the historic increase in unfunded roadway and bicycle and pedestrian projects through LAPP, the SPOT process limiting available state funding for secondary roadway projects, and TCC input noting a high priority for additional roadway funding. Ms. Vetter also noted that the Target Modal Investment mix is determined annually, and does not necessarily affect future years, and the final modal mix is dependent on the quantity and quality of the applications received and requires review and ultimate approval by the CAMPO Executive Board.

GoRaleigh Staff provided a comment that the proposed change to reduce transit funding may send a mixed message on the priority of transit in the region and could potentially slow the implementation of projects in the upcoming years. A discussion was made on whether an additional \$1,000,000 would be beneficial to the Roadway mode or if that funding would have a greater effect in the Bicycle and Pedestrian mode. CAMPO Executive Director, Chris Lukasina, noted that \$1,000,000 does have an impact to the roadway mode and can support smaller, operational improvement projects that are regularly submitted to LAPP. Mr. Lukasina also noted that most roadway projects include bicycle and pedestrian components and CAMPO staff intends to pursue this topic more in the future.

Received as information.

5.3 Prioritization (SPOT) 5.0 - Regional Impact Local Input Point Allocation

Alex Rickard / MPO Staff

Attachments: [CAMPO P5 RegionalPts v2](#)

CAMPO Deputy Director Alex Rickard shared information on the Draft Regional Impact local input point assignment, prioritization methodology updates, and announced that a TIP/SPOT Subcommittee meeting is scheduled for May 10th at 10:30pm.

Mr. Rickard began by explaining that CAMPO refers to the adopted target modal mix when assigning local input points to SPOT projects. For the regional category, CAMPO has set aside 1600 points for roadway, 600 points for rail, and 300 points for public transportation projects. CAMPO did not designate any points to aviation because there were no aviation projects submitted during this round of SPOT; the bicycle and pedestrian mode did not receive points because those projects are not eligible at the regional level.

The next step in assigning regional local input points is completing a funding analysis of available funding in the region. After this is complete, CAMPO can determine how competitive a specific project is based on the amount of funding available and the project's technical score. This helps CAMPO staff decide if local input points should be assigned to the project. Lastly, CAMPO coordinates with division engineers, MPOs, and RPOs in the region to understand their priorities and how it could affect CAMPO projects.

Mr. Rickard noted that the current point assignment may slightly change due to analysis of technical scores from NCDOT. CAMPO has submitted questions to NCDOT specifically regarding travel time savings and project cost.

Mr. Rickard stated that NCDOT has set up new guidelines for SPOT prioritization, which has required CAMPO to rewrite their methodology. The substance of CAMPO's methodology has not changed; however, the format has been updated and posted to the CAMPO website. The updated format is aimed to provide clarity to elected officials and the general public on the SPOT process. The SPOT subcommittee will review the updated methodology at their meeting on May 10th.

Mr. Rickard reviewed the draft regional impact points assigned to both Region A and Region C. Mr. Rickard clarified that the Morrisville Bus Rapid Transit Project that appears in both Regions A and C are the same project submitted to both regions. Mr. Rickard also noted that the draft point assignment has been challenging for Region C due to the uncertainty behind the Durham Orange Light Rail Project. CAMPO staff is currently unsure how funding for the Durham Orange Light Rail project will be programmed in the STIP and how that will affect the available funding for other roadway and non-roadway projects. This will ultimately influence how CAMPO assigns their regional local input points for Region C; less points may be assigned to non-highway projects because available funding for these projects will be lower. This topic will also be discussed at the May 10th SPOT Subcommittee meeting. Mr. Rickard also noted that certain highway projects have been skipped over for local input points due to the high cost of the project. These projects will be reviewed and resubmitted for SPOT 6.

Mr. Rickard announced that regional point assignments are due to NCDOT by July 27th and CAMPO staff anticipated Executive Board approval at their June meeting. The draft points are posted on the CAMPO website with a public comment period beginning on May 16th. Regional scores will be finalized by NCDOT in August. After these points are announced, CAMPO will begin assigning division-level input scores, which include

secondary roads and bicycle and pedestrian projects.

Received as information.

5.4

Wake Transit Implementation: FY 2019 Recommended Wake Transit Work Plan

Adam Howell, TPAC & MPO Staff

CAMPO Staff Adam Howell announced that the FY 2019 Wake Transit Work Plan was approved by the TPAC and recommended to both Wake Transit Governing Boards (CAMPO Executive Board and GoTriangle Board of Trustees) at their April meeting. The proposed FY2019 Wake Transit Work Plan has been posted for public comment and a public hearing is scheduled at the CAMPO Executive Board meeting on May 16th.

Public comment received thus far have mainly focused on GoRaleigh services and support for the youth fare program that will be starting this summer.

Numerous projects are being recommended for implementation in the upcoming fiscal year that align with the Wake Transit Plan. Highlighted projects include the youth fare program, various service enhancements in Southeast and Northwest Raleigh, Weston Parkway in Cary, and regional express routes for GoTriangle, bus rapid transit and commuter rail project reserves. The plan utilizes roughly \$100,000,000 for FY2019. Revenues include Wake County's half cent sales tax, vehicle rental and registration taxes, and farebox revenues. The TCC has recommended the Wake Transit Work Plan to the CAMPO Executive Board for consideration of adoption.

The public comment period of the FY2019 Wake Transit Work Plan will close on May 15th; public hearings through the CAMPO Executive Board and the GoTriangle Board of Trustees will follow at their May 15th and May 23rd respective meetings. By June 30th CAMPO and GoTriangle anticipate to adopt the 2019 Wake Transit Work Plan, Approve the Agreements and Project Reporting Deliverable as well as GoTriangle to adopt the Wake Operating and Capital Ordinances.

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

5.5 Triangle Strategic Tolling Study - Update

Kenneth Withrow, MPO Staff

Attachments: [Triangle Tolling Study Update](#)

CAMPO Staff Kenneth Withrow provided an update on the Triangle Strategic Tolling Study collaboration between CAMPO, DCHC and NCDOT.

Mr. Withrow noted that up to this date, the study team has collected valuable survey input from stakeholder oversight teams and the Study's core technical group. This survey input noted that the significance of equity as it relates to tolls was a major focal point. The subject of equity has been important to the study team since the beginning of the project, the study team is focusing on best practices in tolling in relation to equity as a part of their deliverable. The study team has also utilized best practices in regards to tolling operating policy, including electronic toll connection, pricing models, public outreach, and uses of revenues.

In addition to survey outreach, the Triangle Strategic Tolling Study has hosted seven stakeholder meetings, which have included attendance by six elected officials and representatives of RTA and GoTriangle as well as 9 staff representatives for MPOs, NCDOT, and related groups. The main discussion points at these meetings include the perception of tolling in the region, mitigating identified impacts or problems, potential environmental benefits and concerns, and opportunities for improving the perception of tolling through the current study.

Moving forward, Mr. Withrow stated that the study will be developing screening evaluation for Tier 1 of the Triangle Tolling Study and present these results to the CAMPO and DCHC Executive Boards in August. The Triangle Tolling Study will also continue their public engagement activities.

Received as information.

5.6**2018 BikeWalk Summit**

Kenneth Withrow, MPO Staff

CAMPO Staff Kenneth Withrow announced that the 2018 BikeWalk Summit will be returning to the Raleigh Area.

The mission of the Summit is to: Educate local government staff, bicycle advocates, and policy leaders; Promote bicycling and walking as valid forms of transportation and as economic drivers; and Foster collaboration between NC's various bicycle and pedestrian stakeholders; Highlight NC's dedication toward becoming a premier bicycle friendly state.

Mr. Withrow noted that the theme of the 2018 BikeWalk Summit is "Moving Communities Forward" with emphasis on Vision Zero, Complete Streets, Safe Routes to School; Health and Equity; and Economic Benefits and Return on Investment.

The summit will be held on October 19-20th at the Raleigh Convention Center.

Mr. Withrow shared numerous sponsorship opportunities in which organizations and communities can show their support for bicycle and pedestrian activities as well as contribute to the BikeWalk Summit. Other ways to get involved include participating in future committees in preparation for the summit. These committees will be discussed at the upcoming BikeWalk Summit Meeting on June 5th at 9am.

Received as information.

5.7**Performance Management Data Sharing Agreement**

Chris Lukasina, MPO Staff

Attachments: [Draft TPM Data Sharing Agreement](#)

CAMPO Executive Director Chris Lukasina introduces a draft data sharing agreement that would allow the sharing of data between NCDOT, public transportation providers, and MPOs. This data sharing agreement is required in response to federal performance measures, goals, and targets established in the FAST Act. With the passage and continuing implementation of the FAST Act, the North Carolina Department of Transportation (NCDOT), public transit providers, and MPOs have been working to cooperatively develop public transit related performance measures, goals, and targets. New federal regulations (23 CFR 450.314) require the State, transit providers, and the MPO to jointly agree upon and develop specific procedures to cooperatively developing and sharing information related to performance data, targets, reporting and tracking activities. MPO staff have been working with NCDOT and the region's transit providers to develop a data sharing agreement to meet this requirement.

A motion was made by Juliet Andes, seconded by Chris Hills, to consider approval of the draft agreement and authorize the Executive Director to execute the agreement. The motion carried by a unanimous vote. Requested

6. Informational Item: Budget

6.1 **Member Shares - FY 2018**
Lisa Blackburn, MPO Staff

Attachments: [FY 18 Projected Member Dues QTR 2](#)

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

Received as information.

6.2 **Operating Budget - FY 2018**
Lisa Blackburn, MPO Staff

Attachments: [FY 18 Projected Budget QTR 2](#)

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

Received as information.

7. Informational Item: Project Updates

7.1 **Project Updates**

Attachments: [Project Updates](#)

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

Received as information.

8. Informational Item: Staff Reports

The following staff reports were made:

MPO Director: CAMPO Executive Director Chris Lukasina recognized MPO Staff members Paul Black and Shelby Powell for presenting at the National Planning conference in New Orleans, LA and Kenneth Withrow, Tim Shortley, Paul Black, Gretchen Vetter and Luana Deans presented at the NCAMPO conference in Durham, NC. Mr. Lukasina also stated that there are several presentations that are available if anyone would like them.

Mr. Lukasina also stated that there are four positions to be filled and that a couple of them are the new Wake Transit positions and the applications for the Wake Transit Manager position has closed and will be reviewing those in the next few weeks and the Wake Transit Planner position will be posted in another week are two.

Mr. Lukasina noted that several members will probably see draft language for the NC BUILD Bond Program. The NC BUILD Bond Program is NCDOT's proposal to create a program similar to USDOT's GARVEE Bond Program at the State level. Mr. Lukasina has encouraged TCC members to read the language in the proposed bill prior to making any conclusions about the program. The impact of the proposed program on specific modes of types of projects has not been made clear yet. Mr. Lukasina invited TCC members to send any questions regarding the program to himself, Alex Rickard, or Sheibly Powell.

TCC Chair - No Report

NCDOT Transportation Planning Division - Mark Eatman from NCDOT's Transportation Planning Division noted that the Granville Co. Comprehensive Transportation Plan approved in June of 2018.

NCDOT Division 4 - No Report

NCDOT Division 5 - No Report

NCDOT Division 6 - No Report

NCDOT Rail Division - Absent

NC Turnpike Authority - No Report

Received as information.

9. Adjournment