

MINUTES
CAPITAL AREA METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COORDINATING COMMITTEE
JUNE 2, 2005

The Technical Coordinating Committee met on Thursday, June 2, 2005 at 10:00 a.m., at Knightdale Town Hall, Knightdale, N.C. The following were present:

Members

Chip Russell, presiding
Brad Bass
Ellen Beckman
Wally Bowman
Tim Clark
Michele Hane
Howard Harrell
Joe Huegy
Mike Kennon
Dianne Khin
Eric Lamb
Jim Parajon
Teresa Piner
Liz Rooks
Tamra Shaw
Sarah Smith
Mike Sorensen
Kendra Stephenson
Don Willis

Representing

Wake Forest
Garner
NCDOT – TPB
NCDOT – Div. 5
Wake County
Raleigh
NCSU
TTA
Raleigh
Apex
Raleigh
Raleigh
Wendell
Research Triangle Foundation
NCDOT – P&D
NCDOT – TPB
Fuquay-Varina
Holly Springs
Wake County Human Services

Lead Planning Agency Staff

Ed Johnson
Kenneth Withrow
Jake Petrosky
John Burriss

Representing

CAMPO Director
CAMPO Staff
CAMPO Staff
CAMPO Staff

Others Present

Amy Armbruster
Shelby Powell
Barbara Weigel
Tom Kendig
Stephanie Trueblood
Julie Woosley
Gregory Francis
Matt Venston

Representing

TTA
Kerr-Tar RPO
TTA
NCSU
SmartCommute@RTP
SmartCommute@RTP
RTF
Franklin County

Chairman Russell called the meeting to order. Discussion followed with actions taken as shown.

ADMINISTRATIVE ITEMS

ADJUSTMENTS TO AGENDA – AGENDA APPROVED AS PRESENTED

There were no changes made to the agenda; therefore, the agenda was approved.

PUBLIC COMMENTS – NONE RECEIVED

Chairman Russell invited comments from those in attendance. No one asked to be heard.

MINUTES – MAY 5, 2005 – APPROVED AS PRESENTED

Committee members had received copies of the may 5, 2005 minutes in their agenda packets. Mr. Clark moved approval of the minutes as presented. His motion was seconded by Mr. Bass, unanimously passed. Chairman Russell ruled the motion adopted.

REVISIONS TO THE EXISTING CAMPO MEMORANDUM OF UNDERSTANDING – APPROVED AS AMENDED

Members were provided with the latest copy of the Memorandum of Understanding (MOU) CAMPO that would include portions of four surrounding counties plus six additional municipalities. He reviewed changes made to the current MOU as a result of two meetings of the subcommittee as they relate to both the TCC and TAC.

Mr. Johnson stated he recently received a letter to Chairman Bryan from Carter Worthy requesting that the Triangle Transit Authority be given full voting membership on the TAC noting one member was added to the TAC in 2003 at the request of the TTA as an advisory representative but not a voting member. This was done in this manner to avoid amending the MOU and everyone felt the elected officials should have the only voting memberships. He indicated this was not shown in the MOU and if it is the desire to recommend this change, that would need to be brought to the TAC. Barbara Boney, TTA member, indicated they were asking to be added due to the increasing role public transportation is taking on and would to have voting privileges with one position for both DCHC and CAMPO. Mr. Johnson indicated one transportation provider is NCSU and they do not have an elected body leadership but they are carrying a substantial amount of student and public trips. A determination needs to be made if the university desires some similar representation. Mr. Johnson noted this should be mentioned to the TAC.

Discussion took place relating to weighted votes. Mr. Johnson indicated there are a couple of options to handle weighted votes and in the past this was determined by the most recent census; however, with the funding formula we have, the latest certified county and municipal census is used. He indicated this could be included as a rule with the indication this would be reviewed annually based on the updated certified data. He

explained at the first meeting each year, the chair and co-chair are elected and this could be endorsed at that time each year.

Ms. Johnson explained once the TAC approves this MOU, it would be submitted to all governments and would be asked to ratify it. Once that is done by all member agencies and the Secretary of Transportation, it would be final. He indicated this would go to the municipalities by the end of this month.

Discussion followed regarding the wording on Page 2 of the MOU with Mr. Johnson explaining the language has been updated to reflect current wording of law. He noted thoroughfare plans are to be adopted by the MPO and DOT but not necessarily by the municipalities within the MPO. NCDOT is in the process of phasing out thoroughfare plans and when CAMPO finally adopts the Comprehensive Transportation Plan, the thoroughfare plan will be no more.

Discussion followed regarding membership of the TCC on Page 7 of the document. Chairman Russell reported the subcommittee wanted to do the bare minimum amount of changes and still look at additional changes later if necessary, i.e., going to regional membership, etc. He explained it is the desire to see how the current set up works and if it proves not to work, regional meeting arrangements could be explored.

Discussion followed relating to the fact a member of the Research Triangle Foundation was added as a member of the TCC which was not included in the draft being discussed. Mr. Johnson noted the MOU of 1993 was the one the subcommittee had been working with and would have to check the files to get the more recent one done in the mid 1990's. Ms. Rook indicated she would provide the more recent MOU.

Mr. Lamb indicated Carolina Trailways should be added as a member of the TCC. Mr. Parajon indicated the correct wording was "private transit provider". Mr. Johnson indicated he would add "Carolina Trailways or a representative of public/private transit provider.

Discussion followed relating to adding the TTA as a voting member with Mr. Parajon indicating he would support them having a vote as they are a major player in the system. Discussion followed relating to whether a financial contribution should go with that vote. Chairman Russell felt the TTA should be a paying member just as the others but did not know how the amount could be determined since it is not census based.

Chairman Russell indicated if this is a larger organization, obtaining a quorum at meetings could be difficult noting the way it is worded, the quorum must be a majority of the members (14). He urged members to bring this to the attention of their TAC member if they felt strongly about this and let them make a decision on that.

Mr. Parajon moved approval of the Memorandum of Understanding with the following amendments:

- Addition of Research Triangle Foundation as one representative on the TCC
- Addition of Carolina Trailways or a representative of public/private transit provider on the TCC
- Change “certified census population” to “most recent certified North Carolina Municipal and County census population” in determining weighted votes
- Change “Department” to “Board” on Page 6
- Change the TTA vote to be one voting member on the TAC with one optional weighted vote

Mr. Parajon noted there needs to be a contribution from the TTA consistent with payments other members are making. He questioned if it is desired to prepare an amended MOU which includes the TTA as a voting member of approve it as amended here with an accompanying recommendation to make the TTA a voting member. Mr. Johnson suggested changing this portion of the agreement now. Ms. Smith indicated NCDOT and TTA do not directly contribute but NCDOT does participate in paying for various items. Mr. Johnson noted the fact that NCDOT and TTA contribute in other ways would be noted in the agenda item as information. Mr. Parajon emphasized many members contribute financially beyond their dues and that is why this organization achieves so much. Mr. Lamb spoke to his concern about setting precedent in the TAC noting currently the voting membership is made up entirely of elected officials and the TTA would not have that kind of accountability. Chairman Russell indicated the TAC has discussed this before and noted this discussion would be included in the minutes for the TAC to review. He referred to the possibility of creating another class of membership and determine a flat rate fee for membership.

It was agreed to indicate the TCC discussed the TTA voting membership and fee and allow the decision to be made by the TAC and include the pros and cons for their consideration.

Mr. Parajon’s amended motion was seconded by Mr. Frangos, unanimously passed. Chairman Russell ruled the motion adopted.

MEMORANDUM OF UNDERSTANDING BETWEEN TTA AND CAMPO – APPROVED

Mr. Johnson reviewed this item. Members received an attachment in their agenda packets from Triangle Transit Authority (TTA) to CAMPO setting out a future relationship for cooperation between the two entities through a proposed Memorandum of Understanding (MOU). The MOU provided had been reviewed by the TTA General Counsel and the TTA Board of Trustees and is now ready for review by CAMPO. He reviewed the history of the item noting it was reviewed by the TCC at their November 4, 2004 meeting with no action taken at that time. Discussion took place at that time regarding combining this into the overall MOU; however, staff recommended keeping these MOUs as separate agreements and has no significant concerns warranting the TCC not recommending that the TAC approve the MOU with the TTA as proposed by TTA. DCHC has adopted the MOU.

Ms. Rooks moved approval of the Memorandum of Understanding as presented. Her motion was seconded by Mr. Bass, unanimously passed. Chairman Russell ruled the motion adopted.

WAKE COUNTY JARC GRANT REQUEST – ENDORSED – CAMPO DIRECTOR TO COMPLETE LETTER OF SUPPORT

Don Willis, Wake County Coordinated Transit Service, reviewed this item involving a request that CAMPO endorse the proposed grant request to NCDOT. Members received in their agenda packets a memo from Mr. Willis making the request and additional information on the request as well as a proposed letter to express CAMPO's support for FTA funding this grant request for administration through NCDOT. Mr. Willis explained this program is a relatively new federal grant to assist in expanding transportation services in connecting at-risk populations with jobs and employment related services. The funding is relatively small nationwide but is growing in size annually with support from the President and from Congress. The program is expected to leverage other funds that are eligible to be expended for transportation and encourage a coordinated approach to transportation services. There is a 50/50 matching requirement. Letters of support and funding for this grant have been received by Mr. Willis from various municipalities throughout the county. Various human service agencies from throughout the county including the Knightdale and Fuquay-Varina Chambers of Commerce have also supported the grant request. Mr. Willis presented a video explaining the program. He noted for every person that remains independent for one year, there is a \$45,000 tax savings. The program targets seniors, disabled and low income populations. Goals of the grant were outlined including increasing at-risk population's ability to access employment opportunities and increase at risk people's economic independence and self-sufficiency noting there are 30,000 people living in poverty in rural service zones. Mr. Willis indicated this program enhances employer's ability to recruit and sustain an adequate work force and reviewed some of the employers involves. This would provide a reasonable and affordable alternative to single occupancy vehicles. The program would be 10 hours per day service on Mondays through Fridays and there would be 7 vans in 4 service zones. Saturday and Sunday would be a 4 hour service with 6 vans. Mr. Willis presented maps of the service areas.

Mr. Johnson indicated when the Brier Creek Service was discussed, tough questions were raised about what would be provided for the money and indicated he was uncomfortable that what we have is not enough detail about what is being provided versus what will be provided. He indicated he would like additional information between now and the TAC meeting. He stated in theory this is a good way to augment services and probably would want to do this but did not want the TAC disappointed with the lack of information.

Mr. Huegy moved recommending to the TAC endorsement of the grant proposal and that Mr. Johnson be instructed to write a letter of support subject to the TAC concurrence. His motion was seconded by Ms. Shaw, unanimously passed. Chairman Russell ruled the motion adopted.

FY 2006-2012 MTIP AND FY 2007-2013 TIP REQUEST SCHEDULE – VARIOUS ACTIONS TAKEN

Mr. Johnson reviewed this item. The N. C. Board of Transportation is scheduled to approve the FY 2006-2012 STIP in July, 2005. The MPO's MTIP for 2006-2012 and companion Air Quality Conformity Determination Report can then be finalized and released for a public comment period of at least 30 days including a public hearing at the TAC's August 17 meeting. Final approval could take place at the TAC's meeting in August or September. This approval would also need to make the determination that the FY 2006-2012 MTIP conforms to the State's implementation plan for attaining the National Ambient Air Quality Standards. Members received in their packets a detailed schedule for approving the FY 2006-2012 MTIP and FY 2007-2013 TIP Request and additional information about the STIP. Mr. Johnson reviewed previous TAC actions relating to the schedule included: (1) continue review of the FY 2006-2012 STIP, (2) endorse schedule for approving FY 06-12 MTIP and FY 07-13 TIP Requests, including preauthorizing a public comment period on the MTIP beginning when it becomes available for review (anticipated the week of July 11-15, 2005) and (3) concluding with a public hearing to be held at the TAC's meeting on August 17, 2005. Mr. Johnson spoke to the necessity of including the high priority TIP projects from the governments of our MPO's other counties now in the process of becoming official MPO members into our MPO's TIP Request for FY 07-13. TAC Chairman Bryan further requested that the priority list undergo objective technical analysis as part of its development in the time frame allowed, if possible. There was a consensus at the last TCC meeting that only significant changes in information about current high priority requests should be submitted; however, the new member governments have not yet submitted their TIP requests. He noted it would be advisable to also consider the new members respective RPOs' TIP requests as a part of the process. Projects included in the RPOs high priority corridors include US 401 in Franklin County, I-40 in Johnston County, NC 55 and US 401 in Harnett County and NC 50 and I-85 in Granville County.

Mr. Lamb moved approval of the proposed schedules including preauthorizing the public comment period and public hearing to receive comments and develop a consensus on details of TIP requested submittals and level of appropriate and feasible technical analysis. His motion was seconded by Ms. Rooks, unanimously passed. Chairman Russell ruled the motion adopted.

Mr. Lamb questioned, since the new membership constitutes 5 counties, would there be different priority lists for each division or have a unified top 20 list of projects. Mr. Johnson felt the unified top 20 list would be preferable. Mr. Lamb expressed concern that to do so in such a large expansion dilutes all the other top 20 projects. Chairman Russell noted the fact there are multiple divisions increases the available funding.

Chairman Russell stated we are talking about existing members re-examining their list and the new members get something back to staff by the end of June. Mr. Johnson indicated staff would send emails asking members to review their priorities. Chairman

Russell stated the TIP Committee would need to convene to review this prior to the July 4 holiday.

I-40 MANAGED LANES FINANCIAL FEASIBILITY STUDY – PROGRESS REPORT – INFORMATION RECEIVED

Mr. Johnson reviewed this item. The agenda outlined the history of this item which began in 1999 when NCDOT and Parsons Brinckerhoff Quade & Douglas, Inc. (P-B) began a congestion management study for the Research Triangle region that included the investigation of the feasibility of high occupancy vehicle (HOV) lanes on Triangle freeways. The work to date determined HOV lanes are feasible on as much as 100 miles of the Triangle's freeways, such lanes would vary in their design by location and potential demand and a portion of the construction cost could be financed. Mr. Johnson spoke to the financial opportunities study being conducted for a 27-mile portion of the I-40 corridor between Chapel Hill and Raleigh with preliminary results indicating significant potential for partial funding of managed lanes as high occupancy toll (HOT) express lanes, particularly if using tolls that vary depending on I-40 congestion levels. Other forms of non-traditional sources of revenue, such as tax increment financing, are also being evaluated. Findings of this study are to be presented to NCDOT staff including Secretary Tippet in June. Mr. Johnson pointed out, assuming NCDOT concludes that developing a detailed managed lanes program in the Triangle would be desirable, the next step would be to conduct a major "Tiered" Environmental Impact Study to develop a detailed implementation plan for a cost-effective managed lanes program for Triangle freeways. Such a study, roughly estimated to cost about \$3 million would take about 3 years, would confirm managed lane feasibility using the current regional travel demand model, determine where managed lanes should be built, identify their specific design types, determine their costs, establish implementation priorities and include a detailed financing and operations plan. Since tolls could be involved, close coordination with the N. C. Turnpike Authority would be essential. NCDOT has expressed interest in the two Triangle MPOs and possibly TTA, being financial partners in paying for this tiered EIS. Neither MPO nor TTA has appropriated funds to do this. At the meeting on May 18, the TAC requested further details of the proposed study be brought back for further discussion.

He presented slides and information presented to the TAC by the consultants. Mr. Parajon asked if copies of the study could be provided with Mr. Johnson responding what was provided in the backup is all there is noting it is a modest study. Mr. Parajon spoke to the difficulty in making decisions without seeing the study. Mr. Johnson indicated additional information would be forthcoming; however, since the consultants are working for NCDOT, it would have to be filtered through them to this body. Mr. Parajon requested that NCDOT be requested to provide copies of the study. Mr. Johnson indicated this body would get the study when it is ready noting both TACs and both TCCs indicated they wanted more details on its accomplishments, schedule, etc. Mr. Johnson indicated upon getting notice to proceed, it will take 3 years and \$3 million to accomplish this project and detailed scopes of service would have to be worked out. He stated so far NCDOT has paid everything for the studies over the past 5 years. In

response to questions, Mr. Johnson indicated DCHC MPO has had this as a high priority for over a decade and the 27 miles is mostly in Durham and Orange Counties and a small section of Wake County.

The report was received as information.

TTA TRANSPORTATION ACCESS MAP – RECEIVED AS INFORMATION

Amy Armbruster, CAMPO's TDM Coordinator, reviewed this item pointing out the Triangle Transit Authority is preparing to draft large scale maps of two Raleigh neighborhoods (Corporate Center Drive in West Raleigh and New Bern Avenue in East Raleigh) as part of their individual marketing campaign to promote alternative transportation and attempt to reduce air pollution by way of reducing vehicle miles traveled. The maps show transit routes and stops, grocery stores, post offices and other amenities within and around the neighborhoods. They also show existing greenway and bicycle facilities. The hope is to encourage people to ride bikes, walk, ride transit or drive less. Ms. Armbruster indicated a map for Wake County as a whole will be printed showing Cary and Raleigh bike routes, TTA routes and CAT routes. Raleigh and Cary staff would need to work closely with TTA to ensure that the proposed map reflects accurately existing and planned bicycle routes.

Ms. Armbruster noted it had not been decided which Wake County community a map like this would be developed for. She explained she is new to the area and TCC members should review and provide feedback regarding chosen areas. Mr. Petrosky questioned if greenways would be included with Ms. Armbruster responding she was not sure at this point. She explained the SmartCommute Challenge beginning August 15, 2005 through September, 2005 to encourage travelers to try alternative modes of transportation. Prizes for the winner include airplane tickets. This relates to Wake, Durham and Orange Counties since TTA is only legally constituted to work in those 3 counties. Marketing attention will be focused on university students.

The report was received as information.

MPO STAFF REPORT – RECEIVED

Mr. Johnson reported Diane Wilson will be coming to work for CAMPO from DCHC beginning June 27.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:55 a.m.

Respectfully submitted,

Brenda Hunt