

**NC Capital Area Metropolitan
Planning Organization
Meeting Minutes - Final
Executive Board**

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

Wednesday, June 15, 2022

4:00 PM

Conference Room

1. Welcome and Introductions

Present: 29 - William Allen III, Shannon Baxter, Scott Brame, T.J. Cawley, Jessica Day, Vice Chair Vivian Jones, Blake Masegill, Sig Hutchinson, Brooks Matthews, Jennifer Robinson, Neena Nowell, Lewis Weatherspoon, Harold Weinbrecht, Glenn York, Porter Casey, Andria Archer, Avery Everett, Shaun McGrath, Joe Deloach, Mary-Ann Baldwin, Larry Smith, Georgana Kicinski, Cat Redd, Corey Branch, Bob Smith, Ken Marshburn, Russ May, Melvin Mitchell, and Dennis Jernigan

2. Adjustments to the Agenda

No changes to agenda.

3. Ethics Statement:

Mayor Vivian Jones read Ethics statement.

4. Public Comments

There were no public comments.

No current speakers signed up for public comment; and no voice mails.

5. Consent Agenda

Mayor Baldwin moved to approve the consent agenda. Will Allen seconded that motion.

Consent Agenda approved by unanimous vote..

5.1 Minutes - May18, 2022 Executive Board Meeting

Requested Action: Approve minutes

Attachments: [May Executive Board Minutes](#)

A motion was made to approve this item. Approved by unanimous vote.

5.2 CAMPO Office Space Update and Upfit Phase I

Chris Lukasina, MPO Staff

Requested Action: Authorize CAMPO Executive Director to execute a purchase agreement Storr Office Environments and secure the necessary office furniture and equipment.

Attachments: [Staff Report](#)

A motion was made to approve this item. Approved by unanimous vote.

5.3 Wake Transit FY 23 Work Plan and Project Agreement Groupings and Deliverables

Shelby Powell, MPO Staff

Requested Action: Adopt the FY 23 Wake Transit Work Plan and Project Agreement Groupings and Deliverables; Authorize Executive Director to sign/execute necessary agreements.

Attachments: [Staff Report](#)

[Attachment A: FY 23 Recommended Wake Transit Work Plan](#)

[Attachment B: FY23 Recommended Wake Transit Work Plan - Comments Received](#)

[Attachment C: FY23 Wake Transit Agreement Groupings and Deliverables](#)

A motion was made to approve this item. Approved by unanimous vote.

End of Consent Agenda**6. Regular Agenda****6.1 NCDOT Mileage Based User Fee Pilot Program**

Amna Cameron, NCDOT

Requested Action: Receive as information

Attachments: [Staff Report](#)

Chris Lukasina presented this item.

Chris shares some information on the NCDOT pilot program in which they have partnered with the Eastern Transportation Coalition to hold a Mileage-Based User Fee (MBUF) from 6/6 to 10/31. He also shares that this is a free pilot program designed with strict privacy protection measures to safeguard data.

Chris states that the information to sign up went out via email last week, and the information is in the slide deck. He highly encourages everyone to sign up.

No questions were asked.

This Item was received as information.

6.2 Western Wake Traffic Signal System Integration Study

Cole Dagerhardt, Exult Engineering

Requested Action: Receive as information.**Attachments:** [Staff Report](#)

Brandon Watson introduced the presentation of this item; He states that this study was presented in the project updates attachment around December 2020. He shares that this presentation study is being given as an informational item. They plan to post the guide book for review and public comment starting June 17th. Brandon passes presentation to Cole Dagerhardt who provides a brief overview of the project background and provide a summary of the alternatives that were considered some of the regional benefits that would result from regionalizing a signal system, priorities. He discusses advantages of a regional system. Cole gives an overview of the cost analysis.

Cole states that NCDOT maintains and operates the signals for individual corridors across the state. He states that currently Cary is the only municipal signal system that is operating and maintaining their own signals. He shares that the project goal is to provide well-defined steps for integrating, operating, maintaining, and funding regionally-integrated signal systems. It will be important to meet the functional needs of each agency while providing a plan that is reproducible, flexible and allows for long-term sustainability for operations and maintenance.

Chair Hutchinson opens the floor for questions and comments.

Will Allen states that the results that were presented were extraordinary and questions why we had not done this before, and implemented it region wide. He hopes that this project is prioritized especially along transit corridors. He believes that this would have a great advantage.

Cole responds stating that there are some increased operational and maintenance cost, overtime, that comes with implementation of a regional system. Cole shares that he believes that the nature of the population growth in the triangle are resulting in many entities that were once further apart are beginning to grow together. Which is now becoming a more congested regional network of transportation; That now has to be addressed from a regional perspective.

Will Allen ask are there any applications for BRT?

Cole responds yes, stating that one of the focus areas of the study and recommendations were focused on transit signal priority. So enabling is a key element to BRT as well as improved standard bus transit service on congested corridors.

Mayor Cawley ask does any of these regional changes mean Cary will be relinquishing the control of this signal system and will be passing this over to NCDOT?

Cole responds stating that each of the option would mean that the municipalities would be hosting the regional system. But, Cary would not be relinquishing any control back to NCDOT

Alex Richard comments that this study was just focused on Western Wake County and the municipalities covered in that area and will like everyone to remember that there are other signal systems in Wake County.

Chair Hutchinson states that this project is great, and that he really supports this effort/project.

This Informational Report was received as information.

6.3

Mobility Coordination Committee Update

Crystal Odum, MPO Staff

Requested Action: Receive as information

Attachments: [Staff Report](#)

Crystal Odum presented this item to give an update on the Mobility Coordination Committee (MCC) She reminds the board that the MCC was born out of the Locally Coordinated Human Service Transportation Plan that was adopted in 2018. As a reminder she states that the plan is federally required if the region wants to be eligible to access section 5310 funds for older adults, disabled and low income people.

The plan sets the regional priorities for transportation initiatives outlining the projects that support individuals with disabilities, elderly adults and low income individuals. Its overall objective is to create a seamless transportation system that maximizes mobility for individuals in rural and urban areas, eliminates barriers for travelers and to achieve operational efficiency for the region. The plan establishes Short-term, Mid-term, and Long-term goals and time frames for implementation.

Ms. Odum recalls, the MPO approved an amendment that re-prioritizes the Short-term goals to include implementing a mobility management program during the short term period May 2019 through June 2022 and then she outlined where the committee is in implementing the approved goals. Goal 1.1, Create Organizational/ Administrative Infrastructure is completed with the MPO endorsing the MCC in February 2020. The committee, made up of transit providers and human service agencies, continue implementing the remaining strategies and goals. To Develop Regional ADA Structure and Coordinate/Centralize ADA Delivery Services, Goals 1.2 and 1.3, the MCC ADA subcommittee has completed work on developing joint eligibility assessment contract opportunities, identifying ADA gap methodology and setting consistent fare structure strategies identified in the plan. The committee is still working on preparing consistent ADA applications and coordinating no show and cancellation policies.

Ms. Odum says the committee is monitoring and supporting the State's Medicaid Program, Goal 1.4, leading up to and following the July 1, 2021 implementation. The committee is analyzing the new programs impact on the rural transportation ridership and examining the emerging mobility policy.

CAMPO and funding partners have hired a consulting team to develop the Mobility Management program and to Initiate Rural Transportation Program/Mobility Management Strategy. The Mobility Implementation Study is a two year study that will be completed June 30, 2023 and address these outstanding short -term goals. A Short Term Goal Implementation report summarizing these updates will be posted on the CAMPO website soon. The in progress short-term goals will be completed with the Mid Term Goals from 2023-2025.

Updates will be provided periodically to TCC.

No questions were asked.

This Informational Report was received as information.

6.4 Locally Administered Projects Program (LAPP) FFY2024 Program and Target Modal Investment Mix

Chris Lukasina, CAMPO Staff

Requested Action: Receive as information.

Attachments: [Staff Report](#)
[FY2024 LAPP Potential Changes Memo](#)

Chris Lukasina presented this item.

Chris briefly discusses any proposed changes and the target model investment mix which will then go out for public comment June 15- Aug 16, 2022. He states that there were 3 items potential changes/issues to be looked at one being an action item, and two discussion items:

Issue #1- Target Model Investment Mix : Staff recommends keeping same target model investment mix and tentative programming amount (\$25M) as prior round of LAPP. If new funding made available, CAMPO Staff or LAPP Selection Panel may recommend revising programming amount.

Issue #2- Ways to incorporate Equity in LAPP Scoring: Staff recommends "stick to the plan." Use next LAPP cycles to introduce equity in LAPP scoring criteria

Issue #3- LAPP selection panel recommendations: Staff recommends: CAMPO Staff does not recommend including these policy items as requirements in LAPP, but rather to review the policies with Steering Committee and at future LAPP trainings. Also broader regional discussions about how to measure development related transportation impacts are underway throughout the Research Triangle region.

To be presented on Aug 17, 2022 at the Executive Board Meeting for consideration.

Chair Hutchinson opens the floor for questions. No questions were asked.

This item was presented as information only.

6.5 FY2024-2033 Preliminary Draft State Transportation Improvement Program (STIP)

Chris Lukasina, MPO Staff

Requested Action: Receive as information. Provide comments on the preliminary draft STIP to CAMPO staff by June 30th, 2022.

Attachments: [Staff Report](#)
[NCBOT STIP Update](#)
[STIP Release Timeline - Seasons With P7](#)

Chris Lukasina presented this item.

NCDOT developed initial DRAFT 2024-2033 STIP based upon recommendations from the Prioritization Work Group.

He states that the MPO staff received the NCDOT Draft STIP on April 25, since then they have doing an analysis of this. Chris shares that on April 25, when the info was received was the first they had seen of it. Chris shares that NCDOT has indicated project swap doc must be provided to NCDOT by September 30, 2022. He also shares that CAMPO staff believe this is to conflict with TIP/STIP programming requirements.

Jason Orthner gives an update on the S-Line Development Project. He states that the S-Line is the critical missing link in southeast.

CAMPO is requesting that comments on the preliminary draft STIP are provided by June 30, 2022.

This item was presented as information.

6.6 CAMPO Decennial Administrative Review & Update

Chris Lukasina, MPO Staff

Requested Action: Direct CAMPO staff to get further information from all three submitting agencies via more detailed proposals on financial and administrative structures from Triangle J COG and Town of Cary and to report back on the status of the draft LPA agreement version under development for the City of Raleigh option.

Attachments: [Staff Report](#)
[CAMPO Decennial Administrative Review Memo](#)
[CAMPO LPA Interest Letters 2022](#)

Chris Lukasina presented this item.

Chris states that in April 2022 MPO Executive Board Meeting that the board members directed CAMPO staff to begin process to conduct the decennial review of MPO's boundaries, members, and administrative structure. He shares that the last time this had been done, was in 2012. The Executive Board has requested any member of governments or agencies that would be willing to serve, or continue to serve, as the MPO's host agency, known as the Lead Planning Agency (LPA).

Chris goes over the LPA's duties. He states that a memo was sent out in May and that there were three agencies that submitted letters of interest to serve as the LPA for CAMPO in the future.

*-City of Raleigh
-Triangle J COG
-Town of Cary*

Mayor Vivian Jones makes a motion to direct the staff to follow through with these three agencies to get information from them to present to the Executive Board at a future date. Will Allen seconded that motion and the motion has been moved to the slate vote.

Mayor Jessica Day asked if there is a transfer of, will there be any internal or staffing changes within CAMPO.

Chris responds stating that if there is a change to the LPA, there will be an agreement established between CAMPO and the new LPA. All three agencies have been made aware that there would be a need for an LPA agreement and the elements that it would consist of.

Mayor Cawley asked if there can be a grid created to present at the next meeting so that there can be more of a data driven decision versus an emotional one.

Chris responds stating that hopefully the staff can bring back good information at the next meeting.

A motion was made by Vice Chair Vivian Jones, seconded by Board Member William Allen, III, that this item be approved. Item was approved by unanimous vote.

7. Informational Item: Budget

This was received as information.

7.1

Requested Action: Receive as information.

Attachments: [Q3 Budget Projection FY 2022](#)

7.2

Member Shares FY 2022

Lisa Blackburn, MPO Staff

Requested Action: Receive as Information

Attachments: [Q3 Member Dues Projection FY 2022](#)

This Informational Report was received as information.

8. Informational Item: Project Updates

8.1

Project Updates - June 2022

Requested Action: Receive as information.

Attachments: [June Project Updates](#)

8.2

Public Engagement Updates

Bonnie Parker, MPO Staff

Requested Action: Receive as information.

Attachments: [Ex Board Public Engagement Updates June 2022](#)

9. Informational Item: Staff Reports

MPO Director Chris Lukasina states that there has been some positive progress made regarding working with NCDOT on finding a more efficient way to share bridge project and major operation and maintenance operation information with the executive board and their jurisdictions.

He also states that the online survey for the organizational study has closed and anticipates that there should be some preliminary recommendation for next meeting. He also shares that GoTriangle has sent over a summary report of all feedback from the public comment period for the Wake Transit FY23 Work Program. Comments were included in the agenda packet, but the summary report will be posted to the CAMPO Wake Transit webpage soon.

DIV 4 shares Week of Jul 25th they will hold an open meeting to discuss STIP

DIV 5 shares that their first public meeting for a Bonus Allocation Project will be held tomorrow night in Willow Springs at Amplified Church. This is for the NC42 Project at Hill Top Road Panther Lake Road.

Chair Hutchinson gives closing remarks.

This was received as information.

