

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

1 Fenton Main St.  
Suite 201  
Cary NC 27511

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Wednesday, August 16, 2023

4:00 PM

Conference Room

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## 1. Welcome and Introductions

**Present:** 17 - Sig Hutchinson, Blake Massegill, Ben McDonald, Ben McDonald, Montell Irvin, Georgana Kicinski, Corey Branch, Ben McDonald, Ben McDonald, Vice Chair RS "Butch" Lawter, Susan Evans, Scott Brame, Bob Smith, Russ May, Glenn York, Joe Geigle, and Deans Eatman

**Absent:** 15 - Harold Weinbrecht, Porter Casey, Sean Mayefski, TJ Cawley, Ronnie Currin, Chair Vivian Jones, Jacques Gilbert, Matt Mulhollem, Michael Schriver, Art Wright, Ken Marshburn, Lewis Weatherspoon, Melvin Mitchell, Grady Hunt, and Valerie Jordan

## 2. Adjustments to the Agenda

*There were no adjustments to the agenda.*

## 3. Ethics Statement:

*There were no conflicts.*

## 4. Public Comments

*There were no public comments.*

## 5. Minutes

### 5.1 Minutes - June 21, 2023 Executive Board Meeting

**Requested Action:** Approve the June 21, 2023 minutes.

**Attachments:** [June Minutes](#)

*Sig Hutchinson made a motion to approve the June 21, 2023 minutes.*

*Glenn York seconded that motion.*

**This item was approved by unanimous vote.**

## 6. Consent Agenda

### 6.1 Wake Bus Plan Update

Michelle Peele, GoTriangle

**Requested Action:** Adopt the 2025 - 2030 Wake Transit Bus Plan

**Attachments:** [Staff Report](#)  
[Recommended FY25-30 Wake Bus Plan](#)

**This item was approved by unanimous vote.**

**6.2 FY 2023 Period of Performance Extension Requests**

Evan Koff, MPO Staff

Attachments: [Staff Report](#)  
[FY2023 POP Extension Request](#)

This item was approved by unanimous vote.

**6.3 CAMPO Personnel Policy Update**

Chris Lukasina, CAMPO Staff

Requested Action: Approve the CAMPO Personnel Policy

Attachments: [Staff Report](#)  
[CAMPO Personnel Manual 2023-08-14](#)

This item was approved by unanimous vote.

**6.4 Resolutions of Support for US 1A Designation Removal and US 70 Rerouting**

Shelby Powell, MPO Staff

Requested Action: Adopt the Resolutions of Support as attached.

Attachments: [Resolution of Support - US 70 ReRouting](#)  
[Resolution of Support - US 1A Designation Removal](#)  
[Staff Report](#)

This item was approved by unanimous vote.

**6.5 Locally Administered Projects Program Additional Funding Request**

Chandler Hagen, MPO Staff

Attachments: [Staff Report](#)  
[Additional Funding Request EB-6021](#)

This item was approved by unanimous vote.

**End of Consent Agenda**

*Georgana Kicinski motioned to approve all items on the consent agenda.  
Blake Massengill seconded that motion.*

This item was approved by unanimous vote.

**7. Public Hearing**

## 7.1 Update to the CAMPO Public Participation, Title VI, and Limited English Proficiency Plans

Bonnie Parker, CAMPO

**Requested Action:** Conduct public hearing. Adopt the updated Public Participation Plan, Title VI Plan, and Limited English Proficiency Plan.

**Attachments:** [Staff Report](#)

[CAMPO Public Participation Plan 2023 FINAL DRAFT Update August clean](#)

[CAMPO Public Participation Plan 2023 DRAFT Update August redline](#)

[CAMPO Title VI LEP Plan 2023 DRAFT Update August 2023 redline](#)

[CAMPO Title VI LAP Plan 2023 FINAL DRAFT Update August 2023 clean](#)

Bonnie Parker, CAMPO, presented this item.

Mrs. Parker stated that CAMPO has 3 plans that must be updated, which includes the Title VI, Public Participation Plan (PPP) and the Limited English Proficiency (LEP) Assistance Plan.

Mrs. Parker noted that the PPP is available online for viewing.

She informed Board members that these three plans are the minimum requirements that CAMPO must follow. The goal is always to exceed this requirement.

Mrs. Parker discussed that the purpose of the PPP, Title VI and the LEP Plans is to provide a framework to guide the public participation process in future transportation planning projects at CAMPO. They describe the importance of environmental justice and provides a framework for including it as part of the public participation process. She stated that they also list requirements for public comment periods, public notices, public participation based on meeting type.

Mrs. Parker noted that the Title VI document includes all of the statement of insurances, complaint forms, non-discrimination forms etcetera.

Mrs. Parker also noted that the last update to the PPP was in 2019, then again during pandemic to accommodate virtual meetings.

She briefly discussed updates to the current 2019/2020 PPP. Updates were made to CAMPO's Title VI/LEP Outreach Program to be consistent with the most recent NCDOT, FHWA, and FTA guidance. She also noted that "transportation disadvantage" term has been officially put into practice by the Federal Government. Transportation Disadvantage is a term used as an index, looking at key populations and figuring out which neighborhoods are considered to have disadvantage. The Communities of Concern was updated with 2017-2021 ACS data. The Latest Wake Transit Community Engagement Policy was also incorporated, as adopted.

Mrs. Parker informed Board members that public participation performance measures were also added into the PPP. She stated that this item had been posted public comment since June 30, 2023. The public comment period ended today, August 16, 2023.

*Vice Chair Butch Lawter opened the floor for questions and/or comments.  
There were none.*

*Vice Chair opened the public hearing for this item.  
There were no public comments.*

*Corey Branch motioned to adopt the updated Public Participation Plan, Title VI Plan and Limited English Proficiency Plan.  
Deans Eatman seconded that motion.*

**This item was adopted by unanimous vote.**

## 7.2

### **Locally Administered Projects Program (LAPP) FFY2025 Proposed Changes and Target Modal Mix**

Chandler Hagen, CAMPO

**Requested Action:** Conduct public hearing. Approve LAPP FFY 25 Proposed Changes and Target Modal Investment Mix and open CAMPO's One-Call-for-All for LAPP and special studies.

**Attachments:** [Staff Report](#)  
[FFY 2025 LAPP Potential Changes Memo](#)

*Chandler Hagen, CAMPO, presented this item.*

*Ms. Hagen provided a brief overview of the LAPP FFY2025 proposed changes and Target Modal Mix. She reminded Board members that this item had been presented in June and is now back to conduct a public hearing.*

*She stated that following the public hearing, that the One-Call-for-All for the LAPP FFY 2025 and UPWP FY 2025 would open.*

*Ms. Hagen noted that a major change for the year was the addition of the LAPP equity scoring, which would not be a final part of the score.*

*Vice Chair Butch Lawter opened the floor for questions and/or concerns.  
There were none.*

*Vice Chair opened the public hearing.  
There were no public comments.*

*Vice Chair closed the public hearing.*

*Russ May motioned to approve the LAPP FFY 25 Proposed Changes and Target Modal Investment Mix, and open CAMPO's One-Call-for-All for LAPP and special studies.  
Sig Hutchinson seconded that motion.*

**This item was approved by unanimous vote.**

**7.3**                      **2050 Metropolitan Transportation Plan Amendment  
Air Quality Conformity Determination  
Triangle Regional Model Update**

Alex Rickard, CAMPO Staff

**Requested Action:** Conduct public hearing. Approve Amendment 1 to the 2050 Metropolitan Transportation Plan, the Air Quality Determination Report, and adopt the Triangle Regional Model G2 platform as the official travel demand model for the MPO region.

**Attachments:** [Staff Report](#)  
[Triangle 2050 MTP Amendment 1 CDR August 2023](#)  
[TRMG2 Fact Sheet & Exec Summary](#)  
[TRMG2 Planners Guidebook](#)  
[TRMG2 Detailed Reports](#)

*Alex Rickard, CAMPO, presented this item.*

*Mr. Rickard informed Board members that item 7.3 and item 7.4 go hand in hand.*

*He noted that the majority of the MTP amendment consists of schedule changes, project scope changes and a few request to remove some projects.*

*Mr. Rickard also noted that they are requesting that the new Triangle Regional Model G2 (TRMG2), which was not ready in time for the development of the new MTP, be adopted as the new official model for travel demand forecasting for the CAMPO region.*

*He stated that all items were posted online since June through August 16, 2023, for public comment and that there were no comments received.*

*Vice Chair opened the floor for questions and/or comments.  
There were none.*

*Vice Chair opened the public hearing.  
There were no public comments.  
The public hearing was closed.*

*Sig Hutchinson motioned to approve Amendment #1 to the 2050 MTP, the Air Quality Determination Report, and adopt the TRMG2 platform as the official travel demand model for the MPO region.*

*Deans Eatman seconded that motion.*

**This item was adopted by unanimous vote.**

**7.4****FY 2024-2033 Transportation Improvement Program**

Alex Rickard/MPO Staff

**Requested Action:** Conduct public hearing. Adopt the Transportation Improvement Program 2024-2033

**Attachments:** [Staff Report](#)  
[CAMPO 2024 2033 TIPv2](#)

*Alex Rickard, CAMPO, presented this item.*

*Mr. Rickard provided Board members an overview of the new 2024-2033 STIP. He clarified that all projects in the new STIP, are all from the 2029 STIP. No new projects were added.*

*Mr. Rickard informed Board members that the FY2024-2033 Transportation Improvement Program had been posted on CAMPO's website from June 30th through August 16th. He stated that they are requesting a public hearing today for this item, and to adopt the FY 2024-2033 Transportation Improvement Program.*

*Vice Chair opened the floor for questions and/or concerns.*

*Corey Branch asked if they had relieved the budget by \$8B.*

*Mr. Rickard responded yes, stating that was the process from the current 2029 STIP to what was released in August of 2023 when committed projects were approved.*

*Vice Chair opened the public hearing.*

*There were no public comments.*

*Corey Branch motioned to adopt the FY 2024-2033 Transportation Improvement Program. Ben McDonald seconded that motion.*

**This item was adopted by unanimous vote.**

**End of Public Hearings****8. Regular Agenda**

**8.1 FY 24 UPWP - Amendment #1**

Shelby Powell, MPO Staff

**Requested Action:** Receive as information.**Attachments:** [Staff Report](#)[FY 24 UPWP Amendment #1](#)[Resolution of Adoption - FY 24 UPWP - Amendment #1](#)

*Shelby Powell, CAMPO, presented this item.*

*Ms. Powell stated that the FY 24 UPWP was adopted in February of this year and discussed the recommended adjustments to scheduling and budgeting.*

*Ms. Powell highlighted a few of those adjustments, to include that the Southeast Area Study was extended into FY24, and that the MPO had been requested by the Regional Transportation Alliance to participate in the FAST Study, which is a major regional transit/transportation study. She noted that the MPO had dedicated \$50,000 to that effort in FY24.*

*Ms. Powell noted that there was an update to the that MTP Bicycle/Pedestrian Element that spent less money in FY23 than originally anticipated and, as such, had \$18,344 of funding moved from FY23 to FY24 in the project budget. She informed Board members hat the overall project budget had not changed.*

*Ms. Powell also noted that the Apex Railyard Relocation Study would start later in FY24 than anticipated. Therefore, the MPO is allocating FY25 funding to the study, while the Apex partnership funds for the study would remain in FY24. She also stated that the study schedule was extended into FY25.*

*The public review and comment period for this item will begin August 21, 2023 and run through September 20, 2023. Then the amendment will be brought back to the Board members at their September meeting for recommendations.*

**This item was received as information only.**

**8.2                      Amendment #13 to FY2020-2029 Transportation Improvement Program (TIP)**

Chandler Hagen / MPO Staff

**Requested Action:** Recommend approval of Amendment #13 to FY2020-2029 Transportation Improvement Program.

**Attachments:** [Staff Report](#)  
[CAMPO TIP Amendment 13 v2](#)

*Chandler Hagen, CAMPO, presented this item.*

*Ms. Hagen stated that the changes to regional projects that require amending the FY 2020-2029 TIP are included in the agenda attachments.*

*She informed Board members that the item had been posted since August 2, 2023 and will be through September 20, 2023 for public review and comment.*

*Ms. Hagen stated that the public hearing and Executive Board approval consideration is anticipated for September 20, 2023.*

*Vice Chair opened the floor for questions and/or comments.  
There were none.*

**This item was received as information only.**



**8.3 Prioritization 7.0 Modal Candidate Project Lists**

Alex Rickard / MPO staff

**Requested Action:** Receive as information.

**Attachments:** [Staff Report](#)  
[SPOT 7 Candidate List](#)

*Alex Rickard, CAMPO, presented this item.*

*Mr. Rickard explained that in a normal cycle, prioritization (SPOT) is what develops the TIP and the STIP. He stated that the MPO has three jobs within that process, to select projects to submit for scoring, to assign local input points, and to adopt the TIP.*

*Mr. Rickard stated that the schedule for SPOT 7 would be used to develop the 2026-2035 TIP. He noted that they have until the end of September to submit all new projects for scoring, and NCDOT would then do technical scoring.*

*Mr. Rickard stated that in February, they would have a chance to review the technical information and make any necessary adjustments. He also noted that the draft programming of the statewide pot would be available by April of 2024, and by next summer, the 2500 Regional level points would be assigned, followed by the assignment of the 2500 points at the Division level next Fall.*

*Mr. Rickard informed the Executive Board that a Draft 2026-2035 TIP and STIP.*

*He gave an overview of the STIP funding distribution and the SPOT 7 preliminary budget.*

*Mr. Rickard noted that Division 5's US 401 part C is complete and D is under way.*

*Mr. Rickard stated that the public comment period will run through September 20, 2023, and at that time the public hearing would be conducted at the September Executive Board.*

*Georgana Kicinski asked how does Granville County compete for funding when up against a population such as Wake County.*

*Mr. Rickard responded stating that scoring varies and gets more competitive as tier moves down at state, regional and division levels. He did note that he does recognize that it is more difficult for rural areas to get programming due to who they are competing against.*

*Corey Branch asked how did they get from -\$14M.*

*Mr. Rickard responded that he needed to fix his slides to reflect \$16M instead of -\$14M.*

*Russ May asked how do you realign rural counties to have more opportunities, when some Divisions has more major metropolitan areas than others.*

*Mr. Rickard responded stating that there are several options, but they are not realistic.*

*Brandon Jones commented that the solution isn't necessarily realignment but it is to get more revenue into the system itself.*

*Deans Eatman asked was the budget that was presented for the second 5 years.*

*Mr. Rickard responded it is for the second 5 years.*

*Chris Lukasina noted that the money for this round of SPOT is very low because of the back log of projects.*

*Mr. Rickard provided an overview the next steps for SPOT 7. He stated that projects must be submitted through SPOT Online by September 29, 2023, alternate criteria weights are due by then as well.*

*Vice Chair opened the floor for further questions and/or comments.  
There were none.*

**This item was received as information only.**

**8.4 2020 Urbanized Area and MPO Boundary Update**

Chris Lukasina, MPO Staff

**Requested Action:** Receive as information

**Attachments:** [Staff Report](#)  
[CAMPO Boundary 2022 Updates](#)

*Chris Lukasina, MPO Director, presented this item.*

*Mr. Lukasina reminded the Executive Board that this item had been presented a few times but that today would be kicking off the first step of the next phase of the process.*

*He informed Board members that MPO boundaries are determined by federal regulation. He stated that boundaries are reviewed every ten years based on census.*

*Mr. Lukasina stated that CAMPO had been evaluating potential changes to the MPO boundary based on the new urbanized area boundary, the 20 year growth forecast, and travelshed. He noted that the potential boundary changes includes the expansion in Chatham, Harnett and Johnston County. These would include both required changes and voluntary additions to the MPO boundary.*

*Mr. Lukasina provided an overview of CAMPO's Chatham County region. He noted that CAMPO met with Chatham County Board of Commissioners (BOCC) on June 20, 2023. Chatham County's BOCC voted to request membership into CAMPO. That area covers Cary and Apex growth areas, Moncure area and Triangle Innovation Point Megasite area.*

*Mr. Lukasina provided an overview of CAMPO's Harnett County region. He noted that growth in southern Wake County had begun to expand into northern Harnett County. He also stated that potential boundary change includes the Town of Coats and Lillington. Mr. Lukasina noted that Harnett County BOCC, Coats and Lillington have requested membership in CAMPO.*

*Mr. Lukasina provided an overview of CAMPO's Johnston County region. He noted that on June 19, 2023, Johnston County's BOCC decided to remain a part of CAMPO. Therefore the boundary had to be modified to incorporate the additional areas.*

*Mr. Lukasina stated that an invitation letter was sent to the Town of Willson's Mills and are awaiting to hear back from them.*

*Mr. Lukasina stated that the next steps includes continuing the public comment period through September 20, 2023. The public hearing will be held on September 20, 2023. He stated that at that point the Executive Board can consider adopting the new boundary. After that occurs, the process of updating the CAMPO MOU would begin.*

*Vice Chair opened the floor for questions and/or comments.*

*Russ May asked does expanding CAMPO create more revenue and more competition.*

*Mr. Lukasina responded stating that it would likely not do so. He noted that Clayton and Archer Lodge is already a part of the MPO, therefore it doesn't change competition.*

**This item was received as information only.**

**9. Informational Item: Budget**

This item was received as information only.

**9.1**

**Requested Action:** Receive as information.

**Attachments:** [2023 Operating Budget Projection Q4](#)

This item was received as information only.

**9.2****Member Shares FY 2023**

Brenda Landes, MPO Staff

**Requested Action:** Receive as Information

**Attachments:** [2023 Member Dues Projection Q4](#)

This item was received as information only.

**10. Informational Item: Project Updates**

This item was received as information only.

**10.1****Project Updates - August 2023**

**Requested Action:** Receive as information.

**Attachments:** [August Project Updates](#)

This item was received as information only.

**10.2****Public Engagement Updates**

Bonnie Parker, MPO Staff

**Requested Action:** Receive as information.

**Attachments:** [Exec Board Public Engagement Updates 2023 08 08](#)

This item was received as information only.

**11. Informational Item: Staff Reports**

*MPO Director:*

*Mr. Lukasina introduced CAMPO's new Wake Transit Planner, Suvir Venkatesh.*

*He announced that Ben Howell will be joining CAMPO's staff and that he would no longer be the TCC Chair.*

*Mr. Lukasina stated that the TCC would be choosing their new chair at their next meeting.*

*He informed Board members that the Regional Rail Subcommittee will be having a meeting on Monday, August 21, 2023.*

*Mr. Lukasina stated that there are several new positions were created as a result of the new fiscal year budget.*

*He noted that the One-Call-For-All had officially opened and that the window for submissions will be open through October 31, 2023.*

*Mr. Lukasina stated that the LAPP applicant training would be held on August 17, 2023, and that is required for those submitting projects.*

*NCDOT Division 4:*

*James Salmons announced that their open house is August 21st through the 25th.*

*NCDOT Division 5:*

*Announced that the Fall liter sweep September 16 through the 30th. He also stated that the r28c is under construction now, all lanes should be open by the end of the night.*

*NCDOT Division 6:*

*Announced that their open house for STIP is next week as well.*

**12. Adjournment**

## Upcoming Meetings/Events

<i>Capital Area MPO TCC Meeting</i> <i>1 Fenton Main Street</i> <i>Suite 201</i> <i>Cary, NC 27511</i>	<i>September 7, 2023</i> <i>10:00am - noon</i>
<i>Capital Area MPO TAC Meeting</i> <i>1 Fenton Main Street</i> <i>Suite 201</i> <i>Cary, NC 27511</i>	<i>September 20, 2023</i> <i>4:00pm - 6:00pm</i>
<i>Capital Area MPO TCC Meeting</i> <i>1 Fenton Main Street</i> <i>Suite 201</i> <i>Cary, NC 27511</i>	<i>October 5, 2023</i> <i>10:00am - noon</i>
<i>Capital Area MPO TAC Meeting</i> <i>1 Fenton Main Street</i> <i>Suite 201</i> <i>Cary, NC 27511</i>	<i>October 18, 2023</i> <i>4:00pm - 6:00pm</i>