

# NC Capital Area Metropolitan Planning Organization Meeting Minutes - Final Technical Coordinating Committee

One Fenton Main St.  
Suite 201  
Cary NC 27511

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Thursday, January 5, 2023

10:00 AM

Conference Room

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## 1. Welcome and Introductions

*Alex Rickard conducted roll call.*

*Quorum was met.*

**Present:** 32 - Bryan Coates, Travis Crayton, Bob Deaton, David Eatman, Michael Frangos, Tim Gardiner, Phil Geary, Meredith Gruber, Benjamin Howell, Sean Johnson, Brandon Jones, Justin Jorgensen, Paul Kallam, Danielle Kittredge, Gaby Lawlor, Jason Myers, Braston Newton, Akul Nishawala, Neil Perry, Jay Sikes, Tracy Stephenson, Darius Sturdivant, Courtney Tanner, Jeff Triezenberg, Nick Morrison, BRANDON WATSON, Paul Black, Daniel Spruill, Andrea Neri, Zach Steffey, Luana Deans, and Juliet Andes

**Absent:** 7 - Michael Clark, Joe Geigle, Scott Hammerbacher, Erin Klinger, Michael Landguth, Julie Maybee, and Andrew Spiliotis

## 2. Adjustments to the Agenda

*LAPP 5.4 has been added to the agenda.*

## 3. Public Comments

*There were no sign up for public comments.*

## 4. Minutes

*Jason Myers motioned to approve the minutes. Akul Nishawala seconded that motion.*

*Item was moved to slate vote.*

### **4.1 Minutes - November 3, 2022 TCC Meeting**

**Requested Action:** Approve minutes

**Attachments:** [November TCC Minutes](#)

## 5. Regular Business

**5.1 Election of Chair & Vice Chair for 2023**

Chris Lukasina, MPO Executive Director

**Requested Action:** Conduct elections for Chair and Vice Chair of the TCC for 2023.

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

*Chris Lukasina, CAMPO named the current TCC Chair Ben Howell, who has served 1 consecutive term and TCC Vice Chair Tracy Stephenson, who served 1 consecutive term.*

*Mr. Lukasina opened the floor for Chair and Vice Chair nominees.*

*Luana Deans nominated Ben Howell as chair and Tracy Stephenson as Vice Chair. Jason Myers seconded that motion.*

*There were no further nominees.*

*Ballot was moved to slate vote.*

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

**5.2 Paved Trails and Sidewalk Feasibility Grant**

Kenneth Withrow, MPO Staff

**Requested Action:** Recommend the Executive Board adopt the resolutions endorsing the Paved Trails and Sidewalk Feasibility Grant application for the towns of Apex, Holly Springs and Morrisville.

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

[Resolution-Town of Apex-Trails Feasibility Study Grant-2022-12-15](#)

[Resolution-Town of Holly Springs-Trails Feasibility Study Grant-2022-12-13](#)

[Resolution Town of Morrisville Trails Feasibility Study Grant-2022-12-13](#)

*Kenneth Withrow, CAMPO, presented this item.*

*Mr. Withrow stated that this is a new grant program and process within NCDOT. He informed the TCC that the deadline for the application is January 9, 2023.*

*Mr. Withrow shared that Apex, Holly Springs and Morrisville has applied for the grant. He stated that now, the grant applications, and the resolutions of support received from each, must be forwarded to the Executive Board*

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

*There were no questions or comments.*

*Jason Myers motioned to approve this item.*

*Akul Nishawala seconded that motion.*

*Item was added to the slate vote.*

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

**5.3****Wake Bus Plan Project Prioritization Policy**

Anna Stokes, MPO Staff

**Requested Action:** Recommend adoption of the updated Wake Bus Plan Project Prioritization Policy to the CAMPO Executive Board.

**Attachments:** [Staff Report](#)  
[Draft Bus Plan Prioritization Memo](#)  
[WakeBusPlan\\_PPP\\_EngagementSummary](#)

*Anna Stokes presented this item.*

*Ms. Stokes gave a brief overview of the context of the Wake Bus Plan Project Prioritization Policy (PPP) and stated that she recommended its adoption to the CAMPO Executive Board. She stated that this item was presented back in November at the TCC meeting as information.*

*Ms. Stokes informed the TCC that the purpose of the Wake Bus Plan Project organization policy is to be a decision making framework that provides transparent and easily understandable process for making choices between competing investment needs. She stated that this PPP is an update to the adopted 2018 policy. She clarified that though their purpose remains unchanged from the 2018 version, the 2022 plan will extend the horizon to the fiscal year 2030, recommending an implementation program that schedules projects for funding up until then.*

*Ms. Stokes stated that the project prioritization policy is intended to create a shared implementation schedule that reflects the Wake Transit Plan goals combined with local and regional needs. She informed the TCC that this item is a part of the Wake Transit Bus Plan, and will be coming to the TCC for information and then adoption prior to finalizing the bus plan.*

*Ms. Stokes stated that the community engagement period for this item was from November 9 through 23, 2022. It was shared through applicable websites and social media accounts. She stated that the analytics of this community engagement was attached to the agenda. There were 19 comments received. Ms. Stokes stated that all comments were reviewed and considered by CAMPO Staff and input was considered in relation to the Wake Bus Plan PPP. However, after consideration of all comments received, the decision was made to make no changes. However, it was decided that many comments were applicable to the overall Wake Bus Plan process, therefore, all comments were shared with the bus plan team at GoTriangle, and they plan to include these comments during their public engagement process.*

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

*Daniel Spruill motioned to approve this item and recommend the updated Wake Bus Plan Project Prioritization Policy (PPP) to the Executive Board.  
Jason Myers seconded that motion.*

*Item was moved to slate vote.*

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

**5.4 Wake Transit: Greater Triangle Commuter Rail Update**

Matthew Clark, GoTriangle

**Requested Action:** Receive as information.

**Attachments:** [Staff Report](#)  
[GTCR Summary-Report-Memo-Template](#)  
[GTCR Feasibility-Study-Summary-Presentation](#)  
[GTCR Summary-Report-Talking-Points](#)

*Matthew Clark, Go Triangle, presented this item.*

*Mr. Clark update on the Greater Triangle Commuter Rail Feasibility Study. He stated that the region is projected to grow significantly, and with that growth comes with difficult congestion. He shared that with this feasibility study, GoTriangle looked at the opportunity to provide a congestion free alternative in the North Carolina railroad corridor, between West Durham and Auburn or Clayton.*

*Mr. Clark shared a slide showing a significant travel demand on the eastern end of the line in the Auburn station in Garner, along with a significant demand on the western end as well. He gave a brief summary of the updated findings of the feasibility study that he stated would be presented more broadly in coming months.*

*Mr. Clark stated that the cost estimate has been updated to \$2.8 to \$3.2 billion in year of expenditure, \$42M per year for O&M, an estimated ridership of between 12 and 18,000 boarding by 2040, depending upon operating and fare scenario, and updated the start of service estimate between 2033 and 2035.*

*He stated that due to some of the challenges that have been identified as part of the feasibility study, challenges related to cost, challenges related to the corridor itself and coordination in the corridor, GoTriangle has identified options for initial implementation of a full service. These options will be divided into 3 portions of the corridor, Eastern, Central and Western portion.*

*Mr. Clark stated that the Eastern portion of the corridor has the lowest implementation risk, which is from Auburn station in Garner to the Raleigh Union Station. While the Western portion of the corridor is the most complicated from a project delivery stand point.*

*Mr. Clark discussed funding opportunities with the TCC, sharing that many of those opportunities are being pursued. He stated that the next steps in the process is that for the next 3 months the public engagement will be conducted. After that, GoTriangle will facilitate a decision making process which would include a cost sharing proposal and an implementation proposal. GoTriangle Board of Trustees will consider the negotiated cost sharing and implementation proposals. If the proposal is adopted, it will then be presented to the funding partners for their consideration. Mr. Clark stated that if those funding partners adopt the proposal, then GoTriangle will facilitate any needed updates to the Wake Transit Plans and then also seek resolutions of support from any affected municipalities or organizations due to the need for cooperative agreements with entities that GoTriangle will be working with to both develop and design the projects and also construct needed improvements.*

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

*Jeff Triezenberg asked for clarification on Mr. Clark's statement that there was a demand on both ends of the line, but when discussing the ridership numbers Mr. Triezenberg expressed that he noticed that the numbers were just as high, if not higher. Mr. Triezenberg wanted to know if that was the result of a capacity issue.*

*Mr. Clark responded stating that the key Raleigh Union Station. He stated that both the Eastern and Central options include Raleigh Union Station and it's a trip magnet. He continued stating that whether you're coming from the RTP area or the Western end of the corridor or the Auburn or Clayton area, you're going to Downtown Raleigh.*

*There were no further questions.*

**This item was received as information.**

**5.5 FY 2024 Draft Unified Planning Work Program**

Shelby Powell, MPO Staff

**Requested Action:** Receive as information.**Attachments:** [Staff Report](#)  
[UPWP FY 2024 Draft](#)*Chris Lukasina, CAMPO, presented this item.**Mr. Lukasina gave some highlights on some studies, programs and requirements which are all included in the Work Plan Draft. He discussed the budget, informing the budget would ultimately come out to about \$0.75 per capita for the members share. He stated that this amount may increase if there are changes, whether there be additional funds provided or additional things that end up in the work program before or after it is actually adopted.**Mr. Lukasina stated that this includes Wake Transit funding, which it is assumed that it has been included in the Wake Transit Work Plan as it is developed. It also includes the overhead and indirect cost for the new Lead Planning Agency (LPA). He informed the TCC that CAMPO is looking at a 11% decrease in cost for the LPA for the next fiscal year.**Mr. Lukasina gave a few more notes on what would be included in the new work program and budget. It will include the items that were identified for implementation in the adopted Strategic Plan and Organizational Study for FY24, the new requirements from IIJA federal legislation and law, transit partner planning such as Raleigh's BRT Transit Station Area Planning work. It will also include an updated TCC and Executive Board Member lists.**He informed the TCC that the public review and comment period for this item open January 13, 2023 and close February 14, 2023. The public hearing will be held February 15, 2023.**Chair Howell opened the floor for questions**Jason Myers asked Is the TCC asked to recommend or endorse this, or is it always going to be for information?**Mr. Lukasina responded stating that Yes, ultimately, the Executive Board adopts it, but this will come back to the TCC in February for the option of a recommendation.**Jason Myers expressed his concern that the project management services for the Triangle Bikeway design and NEPA is a really challenging and large project. He stated that no one had experience managing that type of consulting work and that it seems like a risk.**Mr. Myers asked if maybe there is some behind the scenes discussion of hiring staff with that type of project management experience, stating that he feels that CAMPO's role in it should be very central.**Mr. Lukasina responded stating that CAMPO has 4 new positions that were identified as part of the strategic plan and organizational study that would be coming online. CAMPO is thinking that one of those positions would be a NIPA, someone with good NIPA and project management experience that likely would be involved in this project.*

*Jason Myers asked what is the expectation for the construction management.*

*Mr. Lukasina responded stating that from a management standpoint, CAMPO is very involved in design and NIPA of nearly 100 projects that are generally managed by local jurisdictions or NCDOT. He continued to say that CAMPO has a lot of experience with contract management.*

*Mr. Lukasina expressed that he believes there would need to be a strong interest from the TCC as our members in having us begin to get involved with construction management.*

*Mr. Lukasina notified the TCC that the Unified Planning Work Program is identified as starting in FY24 and carrying over into FY25. It is also envisioned to be fully funded outside of the organization, with funding coming from Wake County and the research triangle foundation.*

**This Item was received as information.**

**5.6**                      **Locally Administered Projects Program (LAPP) Investment Program**  
**Chandler Hagen, MPO Staff**

**Requested Action:** Receive as information.

**Attachments:**    [Staff Report](#)  
                          [LAPP Selection Panel Meeting](#)  
                          [LAPP FFY24 Recommended Investment Program](#)  
                          [LAPP FFY24 Funded Projects Map](#)

*Chandler Hagen, CAMPO, presented this item.*

*Ms. Hagen stated that the call for projects for Federal Fiscal Year 2024 LAPP funds opened in August 2022 and closed at the end of October. Since then, CAMPO Staff has worked internally to verify project scoring and has met with the LAPP Selection Panel, who has provided a recommendation of projects to fund.*

*She stated that there were a total of 21 projects submitted and when scoring these projects, they are only scored against projects in the same mode.*

*Ms. Hagen informed the TCC that 25.5 million in funding was approved for this federal Fiscal Year and the percentage came out very close to the original percentage for this year. 66.5% in roadway, 26.5 in bicycle pedestrian and 7% in transit.*

*Ms. Hagen briefly went over the project selection process.*

*Ms. Hagen informed the TCC that the recommended list of projects, known as the LAPP Investment Program, will be presented for public comment from January 13 to February 14, 2023, with a public hearing scheduled at the January 18th Executive Board meeting, and approval anticipated at the February 15th Executive Board Meeting. After approval, local jurisdictions will have from October 1, 2023, to September 30, 2024, to receive federal authorization to begin work on the funded phases of their projects.*

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

*Luana Deans expressed that she was surprised that their roadway project that was submitted hadn't scored.*

*Ms. Deans and Ms. Hagen agreed to discuss this offline.*



**5.7 Safety Performance Measures and Targets 2023**

Alex Rickard, MPO Staff

**Requested Action:** Review safety performance targets and recommend the Executive Board agree to plan and program projects that contribute toward the accomplishment of the State's targets.

*Chair Howell noted that the public engagement period for the Wake Transit Greater Triangle Commuter Rail Update had opened today and that there is a feasibility study and survey available. He informed the TCC that Stephanie Plancich, CAMPO, provided the link in the chat.*

*He passed the floor to Alex Rickard, CAMPO, to present this item.*

*Alex Rickard informed the TCC that this item is CAMPO's annual Safety Performance Measure agenda item, that is completed every January or February. He stated that MPO's across the country are required to establish targets for the following 5 categories: Fatalities, Fatality Rate, Serious Injuries, Serious Injury Rate and Non-motorized fatalities and serious injuries.*

*Mr. Rickard stated that NCDOT releases their information, their targets in August and then CAMPO has 6 months to take action, giving a deadline of February 28, 2023. He stated that it is anticipated that the Executive Board will take action at this month's Board meeting on January 18th.*

*He informed the TCC that there is a new multimodal safety plan that's scheduled to start next year for the CMPO region. He stated that this would be the 1st step in CAMPO being able to take on the optional methods where they can set their own targets.*

*Mr. Rickard stated that until then, CAMPO's recommendation is for the Executive Board to plan and program projects in support of NCDOT achieving their State targets. He informed the TCC that the targets have been listed online since November.*

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

*Paul Black motioned to move this item to the slate vote.*

*Akul Nishawala seconded that motion.*

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

**6. Informational Item: Budget**

**This item was received as information.**

**6.1**

**Requested Action:** Receive as information.

**Attachments:** [2023 Operating Budget Projection Q1](#)

**This item was received as information.**

**6.2**                      **Member Shares FY 2023**  
Lisa Blackburn, MPO Staff

**Requested Action:** Receive as Information

**Attachments:** [2023 Member Dues Projection Q1](#)

This item was received as information.

**7. Informational Item: Project Updates**

This item was received as information.

**7.1**                      **Project Updates - January 2023**

**Requested Action:** Receive as information.

**Attachments:** [January TCC Project Updates](#)

This item was received as information.

**8. Informational Item: Staff Reports***MPO Director:*

*Chris Lukasina informed the TCC that the TIP subcommittee will be meeting this month to continue discussions about flex projects and the draft STIP.*

*Census Bureau has released the list of 2020 urbanized areas. He stated that they only released the list thus far, and it is expected that they will release the map data later this month.*

*CAMPO will begin our process of boundary review and everything as soon as the map comes out. It is anticipated that meetings will be back on the Webex platform by the next meeting.*

*Mr. Lukasina also noted that for this current fiscal year, rather than one bill for your member share payment, you'll actually receive two this year. This is due to CAMPO closing the books with City of Raleigh as of December 31, 2022. Therefore, as soon as all billing is done, you will get a bill for your portion of the member share through December 31st that would be payable to the City of Raleigh, and then as is customary generally in the August time frame, maybe early September; You'll get a bill for the second-half of the fiscal year that would be payable to the Town of Cary, as our LPA and host agency.*

*NCDOT Transportation Planning Division:*

*Philip Geary informed the TCC that the draft statewide freight plan update came out last month and comments are being taken through the weekend. He stated that a link was provided in the chat for anyone interested.*

*NCDOT Division 5:*

*Brandon Jones reminded the TCC that their Transportation Summit being held January 18th through 19th at the Raleigh Convention Center. He stated that he will provide a link for anyone interested in viewing the agenda.*

*NCDOT Integrated Mobility Division:*

*Nicholas Morrison informed everyone that the cal for applications for safe routes to school non-infrastructure program is open until February 6th and will be funded at 100%. He stated that there is no local match required. He informed the TCC that there is more information about that program on their NCDOT Connect page or connect with Ed Johnson, the program lead.*

*Chris Lukasina introduced Gaby Lawlor as CAMPO's new transportation planner.*

**9. Adjournment**

Upcoming Meetings/Events