

# 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, May 17, 2023

4:00 PM

Conference Room

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## **1. Welcome and Introductions**

- Present:** 19 - Sig Hutchinson, Terry Mahaffey, Blake Massegill, Harold Weinbrecht, Porter Casey, Deans Eatman, Georgana Kicinski, Corey Branch, TJ Cawley, Ronnie Currin, Chair Vivian Jones, Vice Chair RS "Butch" Lawter, Susan Evans, Scott Brame, Ken Marshburn, Russ May, Lewis Weatherspoon, Jessica Day, and Joe Geigle
- Absent:** 10 - Glenn York, Montell Irvin, Sean Mayefski, Bob Smith, Matt Mulhollem, Michael Schriver, Art Wright, Melvin Mitchell, Valerie Jordan, and Grady Hunt

## **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. Consent Agenda**

### **5.1 Minutes - April 19, 2023 Executive Board Meeting**

**Requested Action:** Approve the April 19, 2023 minutes

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

### **5.2 Performance Measures & Targets: Pavement Bridge, and Travel Time**

Chris Lukasina, MPO Staff

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

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

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**5.3 Contract - Update to the Bicycle and Pedestrian Element of the Metropolitan Transportation Plan**

Gaby Lawlor, MPO Staff

**Requested Action:** Review and approve the \$249, 960.35 contract with Alta for the Update to the Bicycle and Pedestrian Element of the Metropolitan Transportation Plan and authorize the CAMPO Executive Director to execute the contract once attorney has approved as to form.

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

[Unsigned BikePed MTP Update ContractandScope 2023-05-09](#)

**5.4 FFY 2023 FTA Section 5307, 5340, and 5339 Raleigh Urbanized Area Sub-allocations**  
**Crystal Odum, MPO Staff**

**Requested Action:** Approve the sub-allocation for the Raleigh urbanized area funding partners for FFY 2023 Section 5307, 5340, and 5339 FTA funds and the attached split letter.

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

[Attachment B Section 5307-5340-5339 Sub-Allocation FFY23 MOU 20230207](#)

[Attachment C FY 2023 Allocation Split Letter](#)

[Attachment D FY 2023 FTA Section 5307 worksheet for Raleigh UZA 4-14-23](#)

[Attachment E FY 2023 FTA Section 5339 Worksheet Raleigh UZA 4-14-2023](#)

**End of Consent Agenda**

*Corey Branch motioned to approve all items on the consent agenda.*

*Porter Casey seconded that motion.*

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

**6. Regular Agenda**

**6.1****Triangle Regional Model Update**

Leta Huntsinger PhD, PE, Associate Director, ITRE

**Requested Action:** Receive as information

**Attachments:** [Staff Report](#)  
[TRMG2\\_PlannersGuidebook](#)

*Leta Huntsinger, ITRE, presented this item.*

*Ms. Huntsinger provided an overview of the development of the new Triangle Regional Model (TRMG2). She explained that the TRMG2 is a travel demand model that uses a series of mathematical equations or algorithms to represent the transportation system and the multi-modal travel choices that people make as they participate in activities.*

*TRMG2 was approved by the Triangle Regional Model Executive committee in November 2022 to support planning and programming work. TRMG2 is being used to develop the 2050 MTP Amendment #1 and will be included in the adoption action in August 2023.*

*She stated that this design better captures individual, household, and neighborhood characteristics that influenced travel choices and the way people make trips.*

*She also shared some ways in which the TRMG2 could assist in answering questions pertaining to equity, health metrics, poverty.*

*Ms. Huntsinger informed the TCC that a user forum meets regularly to collaborate on ways to improve the model. The goal is to have a user focused model that is constantly improving. She acknowledged that the way to accomplish this is to have continuous engagement with the individuals who use the model. This keeps the team aware of concerns and/or recommendations to make the model better.*

*Ms. Huntsinger noted that the consultant community has given very positive reviews on TRMG2. They stated that it is saving a lot of time and money. She expressed how exciting this was to hear.*

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

*Sig Hutchinson commented that this was fantastic tool. He also asked how are we embedding health, in terms of how it is impacting the well-being of our communities.*

*Ms. Huntsinger responded stating that the model has elements to help get health components such as access and how easy it is to get to things, like walking, and biking, all in which leads to healthy outcomes. As well as using transit, and how people get to and from transit.*

*Corey Branch asked was there a summary of this info that can be shared to individuals who aren't within transit.*

*Ms. Huntsinger responded that this was a great idea, and that she would take this back to her team as an action item.*

*Sig Hutchinson asked how often we update the model.*

*Ms. Huntsinger stated that the model is based on federal regulations. They do as full*

*estimation and validation every 5 years.*

*Mr. Lukasina added that the tool itself is updated once, every 4-5 years. He stated that the data and trends, within the tool, are updated between every 2-4 yrs as part of the Metropolitan Transit Plan (MTP) update process.*

*Mr. Lukasina informed the Executive Board that TRMG2 will reappear before the Board, later this year, for adoption as part of the MTP.*

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

## 6.2

### **Triangle Transportation Choices/Transportation Demand Management (TDM) Program Update**

Jenna Kolling/Josh Michael, TJCOG

**Requested Action:** Receive as information

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

*Josh Michael, TJCOG, presented this item.*

*Mr. Michael provided the Executive Board with an overview of the Triangle Transportation Choices FY 22 Annual Impact Report.*

*He informed the Executive Board that Triangle Transportation Choices is the region's Transportation Demand Management (TDM) Program. It is a cooperative effort amongst the Program Manager, TJCOG, program sponsors, NCDOT Integrated Mobility Division, CAMPO, DCHC MPO, and TDM service providers, which are a variety of local and regional agencies, universities, and private sector partners.*

*He also explained the reason for measuring TDM impacts. Program funding depends largely on evaluation and monitoring of program impacts, and tracking participation in TDM services provides an opportunity to determine the most effective programming and set growth targets.*

*The program is constantly working towards continuous improvement by enhancing its evaluation and monitoring efforts, improving service-area prioritization models, and, most recently, expanding the program's diversity, equity, and inclusion (DEI) outreach efforts.*

*Mr. Michael stated that FY22 was the first year for DEI outreach and activities. He stated that this was a learning year which focused more on establishing relationships. He also stated that there were 49 outreach events which had a high level of attendance.*

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

*There were none.*

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

**6.3 FY 2024 Community Funding Area Program Update**

Evan Koff, MPO Staff

**Requested Action:** Receive as information**Attachments:** [Staff Report](#)*Evan Koff, CAMPO, presented this item.**Mr. Koff informed the Executive Board that the Community Funding Area Program (CFA) is part of the Wake Transit Plan.**He stated that there were 4 applicants for FY 24, all in which were approved. This made a total of 17 funded projects .**He also stated that the CFA Program Management Plan allows the potential of up to a 10% overage on project costs, with additional match dollars from the project sponsor. This 10% cannot go above any other program caps, without the consent of the Executive Board, such as the \$50,000 planning maximum.**Mr. Koff also informed the Executive Board that the Budget & Finance and Planning & Prioritization subcommittees recommended that no project use more than 30% of total annual CFA program budget on operating expenses without the Executive Board's approval.**He presented a breakdown of the status and timeline for the CFA Program funding. The program will be presented to the Executive Board on May 17, 2023, and anticipated adoption in June.**Mr. Koff stated that Apex has applied for 3 separate projects, 2 capital and 1 planning. He shared that Apex's planning project is funded by the LAPP Program. The town of Knightdale submitted 1 capital project application.**He briefly gave an overview of the rubric for scoring the capital/operating, and planning projects. He stated that all projects scored well.**Mr. Koff discussed the breakdown of the funds. He stated that the total requested funding for Knightdale was about \$232,000 and about \$869,00 for Apex. He noted that Apex's total requested funding was over the cap, but because the Executive Board recommended that the cap on funding only be applied to operating projects, Apex is within the allotted range.**Chair Vivian Jones opened the floor for questions and/or comments.**There were none.***This item was received as information only.**

**6.4 2023 (Section 5310) Enhanced Mobility of Seniors and Individuals with Disabilities Program Project Selection**

Crystal Odum, MPO Staff

**Requested Action:** Receive as Information.

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

[Attachment B\\_2023 Section 5310 Program of Projects](#)

*Crystal Odum informed the Executive Board that this item would be presented by Alpesh Patel, representing the City of Raleigh, due to CAMPO being an applicant. She stated that this item will be sent for public comment for 30 days, starting Monday, then be presented to the TCC on June 1st, then brought back to the Executive Board for action at its June meeting.*

*Ms. Odum introduced Alpesh Patel, of Cambridge Systematics, to present the item.*

*Alpesh Patel provided an overview of the Federal Transit Administration's (FTA) Section 5310 Program. The program provides capital and operating grants to assist non-profit organizations, private operators, and public agencies; Providing coordinated transportation services that are planned, designed, and carried out to meet the needs of elderly persons and persons with disability.*

*Mr. Patel stated that this year's call for projects was open for most of March. It was distributed to a list of about 200 contacts. There was a virtual grant webinar, to learn more about the programming and application process, on March 7. This webinar was recorded and is available on GoRaleigh's website.*

*Mr. Patel also informed the Executive Board that applications were evaluated by the Scoring Committee on April 13, 2023. She stated that the recommendation would be presented at the May Executive Board, followed by a public comment period from May through June. He anticipates the program of projects to be approved in June.*

*Mr. Patel presented informational slides on the 2023 available funding, and grant applications received. All project applications were eligible and approved for funding. GoWake's budget was reduced to approximately 40% of request from 5310 funds only. He stated that the remaining non-profit and transportation agency projects received full funding, including COVID relief funds.*

*Mr. Patel noted that GoRaleigh's Program Management Plan was presented to the Mobility Coordination Committee in April. This plan documents how they administer the 5310 Program. The Program Management Plan is in draft form, and will go to public review this Summer. He also stated that this plan is updated at least every 5 years, or as needed.*

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

*There were none.*

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

**6.5****Wake Transit FY 24 Recommended Work Plan**

Shelby Powell, CAMPO Staff and Steven Schlossberg, GoTriangle Staff

**Requested Action:** Receive as Information

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

[Wake Transit FY 24 Work Plan - Recommended by TPAC](#)

[Public Comment Results](#)

[WTP Groupings Deliverables FY24 Revised Final](#)

[Public Hearing - Wake Co. Manager Letter of Concern](#)

Shelby Powell, CAMPO, presented this item.

*Ms. Powell noted that usually the public hearing for the Wake Transit Work Plan is presented at the May meeting. But, due to adjustments to the budget, the Wake Transit Work Plan had to be presented to the TPAC for a revised recommendation to send through the public process.*

*She also stated that the TPAC recommended the Wake Transit Work Plan this morning. Therefore, it would return for public hearing and action at the June Executive Board meeting.*

*Ms. Powell provided an overview of the recommended FY24 Wake Transit Work Plan. She also presented operating and capital highlights of the draft Work Plan.*

*Ms. Powell discussed the revised funding requests that were proposed for FY24. She noted that they are continuing the Wake County Northeast Wake County Microtransit Service (TO005-G3) project for an additional year.*

*Ms. Powell also noted that no decision had been made on if or how the Greater Commuter Rail project should move forward, and that decision-makers wished to explore potential options for implementation. Therefore, there is reserved funding available, in case it is needed.*

*Ms. Powell also informed the Executive Board that a revised financial assumption narrative was added to the draft FY24 Wake Transit Work Plan that describes taken action to accommodate GoTriangle's removal of the vehicle rental tax allocation from the Wake Transit Revenue. This allows for continued discussions on this issue through future Wake Transit Plan and Work Plan updates.*

Steven Schlossberg, GoTriangle, continued the presentation.

*Mr. Schlossberg discussed revenue expenses and updates within the Work Plan. He stated that YTD there is already an amount of \$87.1M for actual 1/2 cent sales tax. He also stated that vehicle rental sales tax were impacted by the pandemic. Vehicle registration decreased as well, due to legislature allowing a 6 to 7 month reprieve for payment.*

*Mr. Schlossberg noted that the FY23 1/2 cent sales tax budget is \$107.5M and that it was clear that it would be exceeded. He also noted that the FY22 actuals 1/2 cent sales tax was \$121.4M.*

*Mr. Schlossberg discussed FY24 Modeled Expenditures. He noted that there had been*

savings on the Route 305 project. Therefore, GoTriangle made adjustments to ensure that additional funds could be used elsewhere. Some funds were moved to capital projects.

Mr. Schlossberg also stated that the purpose of the FY24 Work Plan Project agreements is to guide deliverables for funds appropriated in the Wake Transit major capital and operating funds, appropriated by the tax district. He informed the TCC that GoTriangle is the Lead Agency for this initiative.

Mr. Schlossberg noted that Section 7 and 8 of the ILA specifically highlighted that agreements needed to be made within projects or partners who are getting funding from Wake Transit. This is to show that deliverables are being met and that projects are occurring. He stated that these agreements are placed into groupings, and then those groupings each have deliverables that are required in order for funding to be authorized.

Mr. Schlossberg provided a breakdown of the current groupings for the year, along with their individual agreements for the organizations. All agreements must be signed, adopted and executed prior to any payment is made. He noted reserve amounts that have not been allocated, as part of the Transit Plan, stating that project sponsors would have to put in an amendment, to the TPAC and the Government Body, to pull funds out.

Mr. Schlossberg also noted that the City of Raleigh's FTA was not in the listed agreements, because the City of Raleigh is working directly with Small Starts. Therefore, the \$57M, noted in the presentation, is the Wake Transit amount that is correlated to the BRT project. The remaining \$86M amount is from the FTA.

Mr. Schlossberg noted that there may be a slight change within the next couple of weeks. He stated that the Town of Apex advised GoTriangle that they may want their Transit Prioritization Study to be an operating agreement. If this change is approved, it would cause a creation of an additional initial grouping.

Chair Vivian Jones opened the floor for questions and/or comments.

There were none.

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



**6.6 Amendment #12 to FY2020-2029 Transportation Improvement Program (TIP)**

Chris Lukasina, CAMPO Executive Director

**Requested Action:** Receive as information

**Attachments:** [Staff Report](#)  
[CAMPO 20 29 TIP Amendment 12](#)

*Chris Lukasina, CAMPO, presented this item.*

*Mr. Lukasina stated that this item will be posted from May 22 through June 21st for public comment.*

*He also stated that a public hearing is scheduled for June 21st.*

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

*There were none.*

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

**7. Informational Item: Budget**

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

**7.1**

**Requested Action:** Receive as information.

**Attachments:** [2023 Operating Budget Projection Q2](#)

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

**7.2**

**Member Shares FY 2023**

Lisa Blackburn, MPO Staff

**Requested Action:** Receive as Information

**Attachments:** [2023 Member Dues Projection Q2](#)

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

**8. Informational Item: Project Updates**

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

**8.1 Project Updates - May 2023**

**Requested Action:** Receive as information.

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

This item was received as information only.

**8.2 Public Engagement Updates**

Bonnie Parker, MPO Staff

**Requested Action:** Receive as information.

**Attachments:** [Exec Board Public Engagement Updates 2023\\_05\\_10](#)

This item was received as information only.

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

*Chris Lukasina reminded the Executive Board of the annual ethics filing requirement, and that there are two Executive Board member alternates who are not in compliance. He also stated that reminders of this requirement go out, starting in January, every year.*

*Mr. Lukasina informed the Executive Board that CAMPO has began the update to the Bicycle/Pedestrian element of the MTP.*

*Mr. Lukasina stated that discussions continue pertaining to the updated MPO boundary. A discussion is scheduled with Chatham County and Johnston County Board of Commissions next month. He stated that the main focus is the pending decision of Johnston County/Archer Lodge/Clayton on whether or not they would be forming their own MPO.*

*Mr. Lukasina announced that all 3 of CAMPO's vacant positions had been filled.*

*NCDOT Division 5:*

*Brandon Jones informed the Executive Board that the US 401 project, North of Rolesville, U 2814-C, will be completed by the end of June.*

*He also stated that the Wendell, Old Battle Bridge Road Project should be complete within the next few weeks.*

*Mr. Jones gave an update on I-5111 Project, stating that all lanes in each direction between 440 and US 70 Bypass, in Johnson County, a few weeks ago.*

*NCDOT Division 6:*

*Darius Sturdivant informed the Executive Board that a sidewalk project in Angier, is wrapping up and waiting on final inspection.*

*Mr. Sturdivant also stated there is a Multi-Use Path Project on NC 210, between Harnett Central and North Harnett Primary School. He stated that Division Staff has met with Local Programs at DOT, to discuss the scope of work and funding to initiate work on this project.*

*Mr. Sturdivant also noted that the Division is working through construction revisions to Section B of the R5705 Project, which was let in October. He also noted that project letting for Section A, was original scheduled for March, had been pushed back to September due to some utility relocation issues.*

*Executive Board Members:*

*Sig Hutchinson stated that the HA Fletcher Foundation hosted some leaders to go down to Bentonville, Arkansas, which is the home of the Razorback Greenway. He expressed how impressed he was with their Greenway. He shared that the Walton Family Foundation hosted to show what was going on with their Bicycle/Pedestrian system. He noted that the Walton Family Foundation has put in over \$1M per month into their trail system.*

*Georgana Kicinski noted that she went to City Vision in Concord, Annapolis. She shared that their DOT was petitioned to close off a main road to make it more walking friendly,*

and to place underground parking decks in. She expressed how impressed she was by this.

## **10. Adjournment**

### Upcoming Meetings/Events

Capital Area MPO TCC Meeting 1 Fenton Main St. Suite 201 Cary, NC 27511	June 1, 2023 10:00am - noon
Capital Area MPO TAC Meeting 1 Fenton Main St. Suite 201 Cary, NC 27511	June 21, 2023 4:00pm - 6:00pm
Capital Area MPO TCC Meeting 1 Fenton Main St. Suite 201 Cary, NC 27511	July 6, 2023 10:00am - noon
Capital Area MPO TAC Meeting 1 Fenton Main St. Suite 201 Cary, NC 27511	July 19, 2023 4:00pm - 6:00pm