

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

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

Thursday, September 1, 2022

10:00 AM

Conference Room

1. Welcome and Introductions

Present: 25 - Shannon Cox, David Eatman, Tim Gardiner, Phil Geary, Scott Hammerbacher, Brandon Jones, Danielle Kittredge, Gaby Lawlor, Jason Myers, Neil Perry, Jay Sikes, Andrew Spiliotis, Tracy Stephenson, Darius Sturdivant, Courtney Tanner, Nick Morrison, Paul Black, Daniel Spruill, Akul Nishawala, Valerie Jordan, BRANDON WATSON, Benjamin Howell, Zach Steffey, Michael Clark , and Jennifer Collins

Absent: 15 - Bryan Coates, Travis Crayton, Michael Frangos, Meredith Gruber, Tansy Hayward, Sean Johnson, Justin Jorgensen, Erin Klinger, Michael Landguth, Julie Maybee, Michael Moore, Braston Newton, Andrea Neri, Paul Kallam, and Ken Bowers

2. Adjustments to the Agenda

There were no adjustments to the agenda.

3. Public Comments

There were no sign ups for public comment.

4. Minutes

4.1 Minutes - August 4, 2022 TCC Meeting

Requested Action: Approve minutes

Attachments: [August TCC Minutes](#)

Jason Myers motioned to approve the minutes. Daniel Spruill moved to second that motion.

The minutes were moved to the slate vote.

This item was approved by unanimous vote.

5. Regular Business

5.1 Transit Asset Management Performance Measures & Targets for State of Good Repair

Crystal Odum, MPO Staff

Requested Action: Recommend to the Executive Board to adopt the recommended 2023 Performance Measures and Targets for Transit Asset Management and State of Good Repair and sign the resolution.

Attachments: [Staff Report](#)

[ATTACHMENT B - Recommended 2023 Transit Asset Management Performance Targets](#)

[ATTACHMENT C - 2022 TAM Resolution for 2023](#)

Crystal Odum presented this item.

Ms. Odum informed the TCC that CAMPO Executive Board approved a resolution on September 16, 2021, adopting TAM Performance measures and targets for 2022. As required, CAMPO, the transit providers, DCHC MPO and the state staff met on August 3, 2022, to review the regional agencies 2022 TAM performance and to discuss goals for the upcoming year.

CAMPO staff developed the recommended 2023 TAM performance measures and targets (Attachment B) through this cooperative process. The 2023 recommended targets were released for public comments for 30 days from the date of August 15, 2022 through September 20, 2022.

For 2023, GoCary and GoWakeAccess have again chosen to accept the State's goals as their own. GoTriangle and GoRaleigh, who are not part of the State's TAM program, provided CAMPO with their annual asset certification form signed by their accountable executive attesting to the agency's 2022 goal attainment and their individual agency targets for 2023 year.

Ms. Odum informed the TCC that CAMPO staff, with cooperation from the regional transit agencies, recommends that the 2023 regional TAM performance targets and goals per Attachment B in the agenda.

Ms. Odum stated that CAMPO staff recommends that the adopted recommended 2023 Performance Measures and Targets for Transit Asset Management and State of Good Repair and sign the resolution.

TCC Chair opened the floor for questions and/or comments. No questions were asked.

Paul Black motioned to move item to slate vote. Luana Deans moved to second that motion.

Item was moved to the slate vote.

This item was approved by unanimous vote.

5.2 Amendment #9 to FY2020-2029 Transportation Improvement Program (TIP)

Alex Rickard, CAMPO Staff

Requested Action: Recommend approval of Amendment #9 to the FY2020-2029 Transportation Improvement Program.

Attachments: [Staff Report](#)
[CAMPO TIP Amendment9 combined](#)

Alex Rickard presented this item.

Mr. Rickard shared amendment #9 on the Transportation Improvement Program (TIP). He stated that CAMPO had received notification from NCDOT of changes to regional projects that required amendment to the TIP. Amendment #9 includes project updates requested by regional transit agencies.

Mr. Rickard informed the TCC that earlier in August, he had made an error in reporting that the amendment would include some updates on the 540 Bonus Allocation; He shared that these projects were not quite ready to be added, therefore they have been removed from Amendment #9. He informed the TCC that they can expect to see these updates within Amendment #10, which is likely going to start in October.

He informed the TCC that Amendment #9, without the Bonus Allocation Projects, has been updated and uploaded to CAMPO's website; Available for public review and/or comments from the date of August 15, 2022 through September 20, 2022.

TCC chair opened the floor for questions and/or questions. There were no questions or comments.

Jason Myers motioned to move item to slate vote. Akul Nishawala moved to second that motion.

Item was moved to the slate vote.

This item was approved by unanimous vote.

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

Alex Rickard, MPO Staff

Requested Action: Receive as information.

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

Alex Rickard presented this item.

Mr. Rickard informed the TCC that NCDOT released the preliminary draft 2024-2033 Preliminary Draft State Transportation Improvement Program (STIP) in late April of 2022. This is the first step in development of the next STIP. CAMPO staff began to review this information and solicit comments and input from the member agencies in order to develop a regional response to forward to NCDOT. There are significant changes to projects in the existing STIP/TIP as well as several projects that would be removed from programming completely. CAMPO staff had asked member agencies to review the preliminary draft STIP as well as the summary materials and submit comments to CAMPO no later than June 30th, 2022.

He stated that since that time, the 2022 Appropriations Act (SFY 2023 Budget) was signed into law which includes a provision to dedicate a portion of the state's sales tax revenue to the Highway Trust Fund. This increases the amount of funding available for the 2024-2033 STIP and so NCDOT has repeated the process to create an updated Preliminary Draft STIP. CAMPO staff is requesting that members review the updated preliminary draft STIP and provide comments to CAMPO by September 30, 2022.

Mr. Rickard stated that staff will release the Draft 2024-2033 Transportation Improvement Program and Air Quality Conformity Determination Report for public review and comment once a formal draft STIP and TIP have been developed in mid to late FY 2023. Both the STIP and TIP will need to be adopted before September 30th, 2023. CAMPO's public involvement policy requires that the draft TIP be released for a public review and comment period and that a public hearing be conducted to receive comment on the draft TIP. Additionally, an Air Quality Conformity Determination Report is required on the final FY 2024-2033 TIP.

TCC Chair opened the floor for questions and/or comments.

Jason Myers asked Mr. Rickard for the location of the link in which he could find the link to this file.

Mr. Rickard provided the link via chat.

Mr. Myers questioned CAMPO Staff on when is it possible to make comments on projects included in the STIP.

Mr. Rickard expressed that he believed that it is appropriate to make comments on all of the projects at the current point and throughout the project development's life cycle.

Chris Lukasina comments stating that as we continue the process of updating plans for the region, that it's an excellent opportunity to modify the thinking on what some of these projects should be. Particularly the projects in which are not currently in the delivery window. Mr. Lukasina expressed that one of the best times to make provisions to projects is when it is in the adoptive phase.

This item was received as information.

5.4

CAMPO Organizational Study

Chris Lukasina, CAMPO Staff

Requested Action: Receive as information.

Attachments: [Staff Report](#)
[CAMPO Organizational Study Summary](#)
[FINAL CAMPO Organizational Study Report](#)

Chris Lukasina presented this item.

Mr. Lukasina provided an update on the CAMPO Organizational Assessment, which is Phase Two of the Strategic Planning Process. The Executive Board conducted a Strategic Retreat on October 22, 2021 and adopted the Strategic Plan update in May 2022. During that process, the Executive Board directed staff to begin the development of a CAMPO organization study in coordination with the findings of the Strategic Plan update. Mr. Lukasina stated that the Fountainworks team has presented initial findings to the Executive Board at the August Executive Board meeting. The Executive Board requested recommendations based on these findings for their consideration be prepared for the September meeting and include any necessary budget adjustments. These budget adjustments are included in the UPWP/budget amendment item that is also on the agenda.

Mr. Lukasina then presented the final recommendations of the organizational study.

TCC Chair opened the floor for questions and/or comments.

TCC Chair requested that Mr. Lukasina provide the TCC with an update on the action that the Executive Board had taken at their last meeting regarding the Lead Planning Agency.

Mr. Lukasina informed the TCC that the Executive Board unanimously voted to appoint the Town of Cary as the Lead Planning Agency of CAMPO at their August meeting with a target date of January 1, 2023.

This item was received as information.

5.5 FY 2023 Unified Planning Work Program - Amendment #1

Shelby Powell, MPO Staff

Requested Action: Receive as information.

Attachments: [Staff Report](#)

[FY 2023 UPWP - Amendment #1 DRAFT](#)

[FY 23 UPWP Amendment #1 - Resolution of Adoption](#)

Shelby Powell presented this item.

Ms. Powell informed the TCC that the FY 2023 Unified Planning Work Program (UPWP) was adopted by the Executive Board in February 2022. Since that time, additional work has been completed on planning studies, area transit agencies have been awarded planning funds, and the MPO has developed a new Strategic Plan and Organizational Study. As such, the UPWP must be updated to reflect these changes.

Ms. Powell stated that Amendment #1 of the FY 23 UPWP included the following items:

- Adjust FY 23 project budgets for US 401 Corridor Study; Raleigh-Fayetteville Passenger Rail Phase II Study; Southeast Area Study; BRT Extension Major Investment Study, and Mobility Management Implementation Study. The only one of these to have an increase in actual budget is the US 401 Corridor Study, which reflects additional work added as a result of public engagement and CAMPO Executive Board direction.*
- Increase the funding from Wake Transit FY 23 Work Plan to include an additional staff position to assist with the delivery of the MPO's Wake Transit responsibilities.*
- Includes federal transit planning funds for GoRaleigh to conduct BRT Station Area Planning and for GoTriangle to conduct Route Restoration planning work.*
- A budget adjustment for II-A-12 to bring that working line item from \$10,000 to \$15,000 to account for additional maintenance needs for the Non-Motorized Data Volume Count program data counters.*
- Adjustments to Tables 3, 4A and 4C to reflect these changes*
- Updates to the TCC Member list to reflect current membership at the time of Amendment adoption.*
- Additional funding added to the UPWP budget to begin implementation of the Organizational Study recommendations resulting from the CAMPO Strategic Plan, including increase staff by two positions and incorporating pay adjustments for existing staff. The Member shares dues will increase from \$0.578 to \$0.615 per capita. Ultimately the budget will increase by \$548,000 for the FY 23 budget.*

Ms. Powell stated that the 30-Day public comment period of September 19, 2022 through October 18, 2022, with adoption consideration by the Executive Board at their October 19, 2022 meeting.

TCC Chair opened the floor for questions and/or comments.

Tim Gardiner, of Wake County, asked if individual member budgets been created and how this change would effect it.

Ms. Powell responded that it was created and it could be provided to him for informational purposes by request.

Mr. Gardiner expressed that sending it out to their administration would be great, so that if there were any comments their Board members could be notified.

Ms. Powell responded stating will do.

This item was received as information.

6. Informational Item: Budget**6.1**

Requested Action: Receive as information.

Attachments: [Q4 Budget Projection FY 2022](#)

This item was received as information.

6.2**Member Shares FY 2022**

Lisa Blackburn, MPO Staff

Requested Action: Receive as Information

Attachments: [Q4 Member Dues Projection FY 2022](#)

This item was received as information.

7. Informational Item: Project Updates**7.1****Project Updates - September 2022**

Requested Action: Receive as information.

Attachments: [September Project Updates](#)

This item was received as information.

7.2**Public Engagement Updates**

Bonnie Parker, MPO Staff

Requested Action: Receive as information.

Attachments: [TCC Public Engagement Updates Sep 2022](#)

This item was received as information.

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

Chris Lukasina requested that comments for the draft STIP be provided by September 30, 2022. He shared that active recruitment is still underway for CAMPO's open Transportation Planner position.

Mr. Lukasina reiterated that the decision of the Executive Board was to appoint the Town of Cary as the new Lead Planning Agency (LPA).

He stated that it is still anticipated the Urbanized Area Information for the MPO will be released in December, but the dates may change.

Jason Myers asked Chris Lukasina for clarification on the executive Board's reasoning behind their decision to appoint the Town of Cary as the new LPA for CAMPO.

Mr. Lukasina responded that, as part of the review of administrative functions that is done after each Census, the Board had a desire to develop a formal agreement for the services the Lead Planning Agency would provide as host to Agency would provide as host to CAMPO, and the Board felt the Town of Cary could most efficiently and effectively provide those services to the benefit of the MPO.

NCDOT Division 4:

Jennifer Collins informed the TCC that Division 4 had identified October 17th through the 21st of 2022 as their draft STIP drop in session.

NCDOT Division 5:

Brandon Jones informed the TCC that their draft STIP drop in session for Division 5 would be the week of October 10, 2022. He also informed the TCC that they did get traffic on the Jones Franklin Bridge this past weekend and that they were still moving forward with the Blue Ridge closure scheduled for October 24, 2022 in which the railroad will be closed for two years. Mr. Jones also stated that they are moving toward closing down Hillsborough sometime late this year, or early next year it would be closed for a few months and opened before football season next year.

NCDOT Division 6:

Darius Sturdivant informed the TCC that Division 6 will be hosting their draft STIP drop in session the week of October 3, 2022.

NCDOT Rail Division:

Neil Perry stated that last week they had their industry day in relation to the S-Line in Wake Forest.

NC Turnpike Authority:

Dennis Jernigan stated that 540 phase two was finished this morning.

NCDOT Integrated Mobility Division:

Nick Morrison stated that the Transportation Disadvantage Index Tool is publicly available. He informed the TCC that this tool helps to identify certain population that may be experiencing lack of access to transportation. he also stated that a webinar was conducted yesterday, and an internal training event for NCDOT staff this morning where the project staff walked through how they anticipate the tool being used. He stated that the recording of this training session should be posted to the NCDOT Connect page.

Paul Black informed the TCC that right across the border in Division 8, there is a major project. It is TIP #AG0006 which comes up to the Wake County Line. He stated that they are going to make some major road improvements.

Mr. Black noted the concerns of the bicycling community with this upcoming project.

9. Adjournment

Upcoming Meetings/Events

<i>Capital Area MPO TAC Meeting</i>	<i>Sept. 21, 2022</i>
<i>One Bank of America Plaza</i>	<i>4:00 - 6:00</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Raleigh, NC 27601</i>	

<i>Capital Area MPO TCC Meeting</i>	<i>Oct. 6, 2022</i>
<i>One Bank of America Plaza</i>	<i>10:00 - noon</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Raleigh, NC 27601</i>	

<i>Triangle Bicycle & Pedestrian Workshop</i>	<i>Oct. 14, 2022</i>
<i>Clayton Town Hall - In Person</i>	<i>8: 00 am</i>
<i>421 Fayetteville Street, Suite 203</i>	
<i>Raleigh, NC 27601</i>	