

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

1 Fenton Main St.  
Suite 201  
Cary NC 27511

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Thursday, September 5, 2024

10:00 AM

Conference Room

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**1. Welcome and Introductions**

**Present:** 35 - Jeff Jones, Sandi Bailey, Dylan Bruchhaus, Paul Black, Bradley Kimbrell, Tim Gardiner, Joe Geigle, Neil Perry, Andrew Spiliotis, Jeff Triezenberg, David Walker, Brandon Watson, James Salmons, Vice Chair Luana Deans, Jenna Shouse, Matt Day, Tracy Stephenson, Alan Shapiro, Tracy Parrott, Emma Linn, Akul Nishawala, Catherine Farrell, Barry Baker, Chris George, Lucy Garcia, Austin Keefer, Landon Chandler, Thanh Schado, Jason Kress, Philip Hart, Margaret Tartala, Michael Frangos, Audrey Duchesne, Ryan Eldridge-Burch, and Caleb Allred

**Absent:** 18 - Bryan Coates, Travis Crayton, Phil Geary, Scott Hammerbacher, Catherine Knudson, Michael Landguth, Jay Sikes, Braston Newton, Anita Davis-Haywood, Bo Carson, Than Austin, Kenneth Ritchie, Chris Garcia, Jennifer Ganser, Nick Holcomb, Dorothy Taylor, Brennan Fuqua, and Britt Davis

**2. Adjustments to Agenda**

**3. Public Comments**

*There were no public comments.*

**4. Minutes**

**4.1 Minutes - Aug 1, 2024 TCC Meeting**

**Requested Action:** Approve minutes

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

*Paul Black motioned to approve the August 1, 2024 TCC minutes.*

*Caleb Allred seconded that motion.*

**5. Regular Business**

## 5.1

**U.S. 1 Council of Planning Memorandum of Understanding Update**

Daniel Spruill - MPO Staff

**Requested Action:** Recommend the Executive Board Approve the Updated U.S. 1 Council of Planning Memorandum of Understanding

**Attachments:** [Staff Report](#)  
[2024-05-6-Final MOU](#)

*Daniel Spruill, CAMPO, presented this item.*

*Mr. Spruill provided background information on the US 1 Council of Planning.*

*He informed the TCC that a workshop with NCDOT was held in February.*

*Mr. Spruill provided an overview of how the US 1 Counsel works, noting that it is a peer work group where municipalities and jurisdictions of corridors assigned to the MOU, bring development proposals that are potentially impacted by the US 1 corridor. He stated that once the proposal is presented to the Council, the project is reviewed, and evaluated to ensure that the project is in compliance with the plan.*

*Mr. Spruill informed the TCC that today, the request was to update the Memorandum of Understanding (MOU) to include the Southeast High speed Rail into the corridor and to update some terminology within the plan.*

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

*There were none.*

*Lucy Garcia, Youngsville, motioned to recommend the Executive Board approve the updated US 1 Council of Planning MOU.*

*Thanh Schado, Chatham County, seconded that motion.*

**This item was recommended for approval by unanimous vote.**

**5.2 SPOT 7 Update - Division Needs Target Modal Mixes**

Daniel Spruill / MPO Staff

**Requested Action:** Recommend approval of Division Needs target modal mix.

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

[CAMPO SPOT Adopted Methodology 2018](#)

*Daniel Spruill, CAMPO, presented this item.*

*Mr. Spruill provided the TCC with a quick update on SPOT 7. He informed the TCC that on August 19, 2024, NCDOT released updated technical scores which altered programmed Statewide Projects which ultimately led to changes to CAMPO's point assignment.*

*He also stated that Version 6 of Local Impact Points were developed and submitted to NCDOT. He noted that the Regional Impact Programming is expected to be released in September.*

*Mr. Spruill informed the TCC that as of August 19th, project U-5307 sections B,C and D is now programmed for \$717.2M. He also noted that project H192736 was also added into programming.*

*He discussed Division needs Target Modal Mixes and noted that the current recommended target modal mix for the Division is as follows:*

*Aviation: 400*

*Bicycle: 600*

*Transit: 200*

*Rail: 100*

*Highway: 1200*

*Mr. Spruill discussed CAMPO's adopted methodology and noted that it is posted to the CAMPO website.*

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

*Vice- Chair Luana Deans, Cary, questioned if point assignment can deviate from target if later information warrants more points in one mode than targeted.*

*Alex Rickard, CAMPO, responded yes, these are best estimate targets.*

*There were no further questions and/or comments.*

*Paul Black, GoTriangle, motioned to recommend approval of Division needs target modal mix.*

*Bradley Kimbrell, Raleigh, seconded that motion.*

**This item was recommended for approval by unanimous vote.**

### 5.3 FY 24 Coordinated Public Transit - Human Services Transportation Plan Recommendations

Crystal Odum, MPO Staff

**Requested Action:** Recommend the Executive Board approve the 2024 Coordinated Public Transit Human Services Transportation Plan update.

**Attachments:** [Staff Report](#)  
[2024 CPT-HST Final DRAFT Plan 20240819 edited](#)

Crystal Odum, CAMPO, presented this item.

Ms. Odum informed the TCC that every 5 years, the region urbanized area have to update their Public Transit-Human Services Transportation Plan. She noted that it is a requirement to obtain 5310 funds.

Ms. Odum stated that the overarching goal for the plan is to improve mobility for persons within the CAMPO region. She noted that the demographics in which they are targeting are the older adults, persons with disabilities and low-income individuals. She also noted that the plan covers Wake County, and all of CAMPO planning area, stating that the plan basically acts as a guide for funding and service decisions for transportation needs in the region.

Ms. Odum informed the TCC that the Coordinated Transit Public Transit-Human Services Transportation Plan was last updated in the year 2018. She stated that 13 goals/recommendations resulted from the prior coordinated plan which spanned from the years 2018-2026. She noted that the goals would be overlapping with the 2024 goals that are identified in this year's coordinated plan.

Ms. Odum stated that there were 4 overall goals/recommendations that resulted from the 2024 plan:

- Develop policies and programs to support mobility coordination across the CAMPO and adjacent region
- Coordinate ADA paratransit services throughout the CAMPO region
- Support transportation services that address the needs of the CAMPO region
- Raise awareness of mobility options throughout the CAMPO region

She noted that the overall project goals were intentionally made broad to reflect the needs and service gaps identified through plan development, so that they could be broken down into sub-goals and specific strategies.

Ms. Odum informed the TCC that the plan was developed with the consultants Moore & Associates, using the MCC as a technical steering committee. She stated that they started with a literature review. She noted that they reviewed 17 studies and reports for relevance to this Coordinated Plan, and that within the report there is a compiled high level key findings and recommendations.

Ms. Odum stated that as a requirement of the coordinated plan, to conduct community and stakeholders outreach to help find out what needs are, there were several joint outreach events held. She noted that there were 17 community pop-up events held, both stakeholder and community surveys were completed, and a project webpage was created which provided information.

Ms. Odum stated that based on all of the information pulled from the review of the

*outreach, plans and existing services, the team was able to determine needs and make an assessment in terms of service gaps and overlaps.*

*She stated that the report is currently out for 30 day public comment and review period, which concludes on September 19th.*

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

*There were none.*

*Akul Nishawala, Wake County, motioned to recommend the Executive Board approve the 2024 Coordinated Public Transit- Human Services Plan update.*

*Lucy Garcia, Youngsville, seconded that motion.*

**This item was recommended for approval by unanimous vote.**

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

Crystal Odum, MPO Staff

**Requested Action:** Recommend the adoption of the 2025 Performance Measures and Targets for Transit Asset Management and State of Good Repair per Attachment B and signing of the resolution.

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

[Attachment B - 2024 Recommended 2025 TAM Performance Measures and Targets](#)

[Attachment C- 2025 Performance Measures and Targets Resolution 2024 09](#)

Crystal Odum, CAMPO, presented this item.

*Ms. Odum reminded the TCC that the Federal is attempting to advance efforts in term of implementing performance based planning. As a result, they had final ruling on training asset management.*

*She stated that transit providers are now federally required to annually set performance targets for state of good repair related to their assets and MPOs must establish regional targets every 4 years.*

*Ms. Odum stated that CAMPO's region agreed to set annual regional measures and targets. She noted that the 2024 TAM measures and targets was adopted at the Executive Board on September 21, 2023.*

*Ms. Odum stated that transit providers of CAMPO and NCDOT met on August 1st, and concurred with the recommendation that the transit asset management regional targets for 2025 remain the same as 2024.*

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

*There were none.*

*Thanh Schado motioned to recommend the Executive Board adopt the 2025 Performance Measures and Targets for Transit Asset Management and State of Good Repair.*

*Brandon Watson seconded that motion.*

**This item was recommended for approval by unanimous vote.**

**5.5 FTA Section 5307, 5340, and 5339 Raleigh Urbanized Area Memorandum of Understanding  
Crystal Odum, MPO Staff**

**Requested Action:** Recommend the Executive Board approve the sub-allocation methodology MOU between the Raleigh urbanized area funding partners for FFY 2024 through FFY26 Section 5307, 5340, and 5339 FTA funds, and authorize the Executive Director to execute the final agreement.

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

[Attachment B - Section 5307-5340-5339 Sub-Allocation MOU FFY 24-through FFY 26 Final Copy](#)

Crystal Odum, CAMPO, presented this item.

*Ms. Odum stated that congress annually appropriates funding for Federal Transit Administration (FTA) programs. She noted that Section 5307/5340 and Section 5339 funds are annually allocated by FTA to the Raleigh Urbanized Area (UZA) based upon formulas, National Transit Data and Census Data.*

*Ms. Odum informed the TCC that Raleigh is the Designated Recipient to receive the Section 5307/5340 and Section 5339 federal transit funds for the Raleigh UZA and expects to continue.*

*She noted that each year the Designated Recipient (with the MPO) sub-allocates the program funds to eligible direct grant recipients or sub-recipients in the Raleigh UZA.*

*Ms. Odum stated that since 2017, the Designated Recipient and eligible regional transit partners have been operating with a sub-allocation methodology MOU to facilitate the flow of funds using the federal formula, updating it as needed.*

*She also stated that for FFY 24, the FTA had apportioned the funds using the 2020 Census data where the Raleigh UZA has grown in population greater than 1 million requiring a formula change, funding from another pot of money and an update to the region's 2023 MOU methodology.*

*Ms. Odum informed the TCC that this year they would be updating the MOU for 2 years because with the change of the federal formula greater than 1 million had resulted in an imbalance of sub-allocation funds to the parties.*

*She stated that the eligible parties have agreed to using the 2023 sub-allocation amounts to the parties as a base hold harmless year/amount and to then calculate the balance of allocation funds received per the FTA using the greater than 1 million population formula for 2 federal fiscal year apportionment. Over the next year, the parties have agreed to update the methodology given the calculus changes.*

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

*There were none.*

*Paul Black, GoTriangle, motioned to recommend the Executive Board approve the sub-allocation methodology MOU between the Raleigh Urbanized Area funding partners for FFY 2024 through FFY26 Section 5307, 5340, and 5339 FTA funds, and authorize the Executive Director to execute the final agreement.*

*Brandon Watson, GoCary, seconded that motion.*

**This item was recommended for approval by unanimous vote.**

## 5.6

### **FFY 2024 FTA Section 5307, 5340, and 5339 Raleigh Urbanized Area Sub-allocations Crystal Odum, MPO Staff**

**Requested Action:** Recommend the Executive Board approve the sub-allocation for the Raleigh urbanized area funding partners for FFY 2024 Section 5307, 5340, and 5339 FTA funds and the attached split letter.

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

[Attachment B -Section 5307-5340-5339 Sub-Allocation MOU FFY 24-through FFY 26 V3](#)

[Attachment C - 2024 FTA Split Letter](#)

[Attachment D - 5307 5340 SubAllocation Worksheet](#)

[Attachment E - FY 24 5339 SubAllocation Worksheet](#)

*Crystal Odum, CAMPO, presented this item.*

*Ms. Odum informed the TCC that the FTA FFY 2024 Full Apportionment-Section 5307/5340 and 5339 funding released to Raleigh UZA was calculated with the 2020 Census data.*

*She stated that the Designated Recipient, City of Raleigh, is responsible for developing the sub-allocation of the funding for the Raleigh UZA.*

*Ms. Odum noted that the methodology was based on the 2024 MOU for 2 years between the City of Raleigh, GoTriangle, the Town of Cary, Wake County and CAMPO.*

*She noted that the allocation required an annual funding "split letter," amongst transit providers. She also noted that the MPO must formally concur with the sub-allocation of UZA federal funds and the programming of projects that will make use of the funds.*

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

*Jenna Shouse, Town of Apex, motioned to recommend the Executive Board approve the sub-allocation for the Raleigh urbanized area funding partners for FFY 2024 Section 5307, 5340, and 5339 FTA funds and the attached split letter.*

*Brandon Watson, GoCary, seconded that motion.*

**This item was recommended for approval by unanimous vote.**



## 5.7 FTA Section 5307 / 5340/ 5339 Designated Recipient for the Raleigh Urbanized Area

Crystal Odum, MPO Staff

**Requested Action:** Recommend the Executive Board approve reaffirming the City of Raleigh as the recipient of Urbanized Area Formula (Section 5307/5340); along with Bus and Bus Facilities Formula Program (Section 5339) program funds for the Raleigh Urbanized Area.

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

[Attachment B - RESOLUTION-2024](#)

[Re-affirming the City of Raleigh-Section 5307 and Section 5339-D  
esignated Recipient](#)

[Attachment C - Re-Affirming Designated Recipient 2024](#)

Crystal Odum, CAMPO, presented this item.

Ms. Odum informed the TCC that they are requesting that the City of Raleigh be reaffirmed as the FTA Section 5307/5340, and 5339 Designated Recipient for the Raleigh UZA.

She stated that the City of Raleigh had operated as the Designated Recipient for nearly 40 years.

Ms. Odum noted that with the 2020 Census changes, urbanized areas must select/reaffirm Designated Recipients before completing the FFY 2024 Section 5307/5340/ and Section 5339 grant applications.

She also noted that the City of Raleigh had agreed to remain the Designated Recipient and that the transit partners in the urbanized area concurred with the reaffirmation of the City of Raleigh as the Designated Recipient for the Raleigh UZA.

Ms. Odum stated that the City of Raleigh was reaffirmed as the Designated Recipient through a resolution and a letter to NCDOT/FTA for the City of Raleigh to remain the recipient of Urbanized Area Formula (Section 5307/5340) and Bus and Bus Facilities Formula Program (Section 5339) program funds for the Raleigh Urbanized Area.

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

There were none.

Paul Black, GoTriangle, motioned to recommend the Executive Board approve reaffirming the City of Raleigh as the recipient of Urbanized Area Formula (Section 5307/5340); along with Bus and Bus Facilities Formula Program (Section 5339) program funds for the Raleigh UZA, and sign the resolution.

Akul Nishawala, Wake County, seconded that motion.

**This item was recommended for approval by unanimous vote.**

**5.8 FY 2025 Unified Planning Work Program Amendment #1**

Shelby Powell, MPO Staff

**Requested Action:** Recommend the Executive Board adopt FY 2025 UPWP Amendment #1.

**Attachments:** [Staff Report](#)  
[FY-25-UPWP-Amendment-1-Draft](#)

*Shelby Powell, CAMPO, presented this item.*

*Ms. Powell presented an amendment to the FY 2025 Unified Planning Work Program in which was adopted in February this year.*

*She noted that this amendment included a GoTriangle Route Restoration Planning Grant utilizing \$90,000 of federal CARES Act funding in the 5307 transit funding program (III-D-B Special Studies); and also included an addition of GoRaleigh Southern and Western BRT Corridor Planning grant project funding in the amount of \$16,269,200 in federal funds and \$4,067,300 in local matching funds.*

*Ms. Powell informed the TCC that this amendment went out for public comment and review on August 19th and runs through September 17th.*

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

*Lucy Garcia, Youngsville, motioned to recommend the Executive Board adopt FY 2025 UPWP Amendment #1.*

*Thanh Schado, Chatham County, seconded that motion.*

**This item was recommended for approval by unanimous vote.**

**5.9 Update to CAMPO's Title VI and Limited English Proficiency Plans**

Bonnie Parker, CAMPO

**Requested Action:** Receive as information.

**Attachments:** [CAMPO Title VI LAP Plan FINAL DRAFT Update\\_Rev 2024\\_09\\_26](#)

*Bonnie Parker, CAMPO, presented this item.*

*Ms. Parker stated that the CAMPO Public Participation Plan, Title VI Plan and the Limited English Proficiency (LEP) Assistance Plan were all updated in August 2023.*

*She stated that normally they are updated all at one time, but they also complete annual reviews.*

*Ms. Parker informed the TCC that following the annual review, it was founded that the Public Participation Plan was fine but the Title VI & Limited English Proficiency (LEP) Assistance Plan needs to be updated. She noted that with the recent boundary changes, how the demographic profiles are completed across the region was impacted. She also noted that updated guidance was received from NCDOT's office of civil rights that they also wanted included in the updates.*

*Ms. Parker reminded the TCC that the Title VI Plan is CAMPO's responsibilities for meeting key provisions of the civil rights act. She stated that it is also the plan with all of CAMPO's maps.*

*Ms. Parker discussed the population in which the "environmental justice" concentrations identifies in the plan.*

*She provided the TCC with a maps/data website ([campo-nc.us/mapsdata](http://campo-nc.us/mapsdata)) which has great information on environment justice maps and data etc.*

*Ms. Parker stated that the Draft Title VI Plan updates included updates of all maps for the latest MPO boundary, updates to all data on demographic categories to include additional demographic tables in appendices, NCDOT guidance included additional language reiterating compliance requirements, and updates to general format and grammar.*

*Ms. Parker stated that the update to the LEP was only with the "numbers of persons," based on individuals who self designated themselves as Spanish speaking.*

*She stated that all updated documents are available on CAMPO's website.*

*Ms. Parker informed the TCC that the public hearing will be at the September Executive Board meeting, and that the public comment period runs through October 15th.*

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

*There were none.*

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

**5.10 Congestion Management Process Update**

Evan Koff / MPO Staff

**Requested Action:** Receive as information**Attachments:** [Staff Report](#)[Congestion Management Process Public Comment Draft 09242024](#)*Evan Koff, CAMPO, presented this item.**Mr. Koff discussed the Congestion Management Process (CMP). He stated that the CMP is a Federal requirement under 23 CFR 450.2, which started in 1991.**Mr. Koff provided background information on the CMP. He noted that it was adopted by the Transportation Advisory Committee on June 16, 2010. He also noted that this was the last time the CMP was updated.**Mr. Koff informed the TCC that he would be hosting a "Lunch & Learn" on September 12th and 13th for anyone who would like to get more info on the CMP report. He noted that the public comment period would open on September 16th and conclude on October 15th.**Mr. Koff provided a breakdown of the CMP federal process.**TCC Chair opened the floor for questions and comments.**There were none.***This item was received as information only.****6. Informational Item: Budget****This item was received as information only.****6.1 Operating Budget, FY2024**

Brenda Landes, MPO Staff

**Requested Action:** Received as information.**Attachments:** [Staff Report](#)[2024 Operating Budget Projection Q4](#)**6.2 Member's Shares FY2024**

Brenda Landes, MPO Staff

**Requested Action:** Received as information.**Attachments:** [Staff Report](#)[2024 Projected Member's Dues Q4](#)**7. Informational Item: Project Updates****This item was received as information only.**

**7.1 Project Updates - September 2024**

**Requested Action:** Receive as information.

**Attachments:** [Division 6 Project Report - September 2024](#)  
[September Project Updates](#)

**7.2 Public Engagement Updates**

Bonnie Parker, MPO Staff

**Requested Action:** Receive as information.

**Attachments:** [TCC Public Engagement Updates 2024\\_08\\_29](#)

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

*Chris Lukasina informed the TCC that the MOU is at 70% complete in getting signed. He reminded the TCC that the last time that the MOU was updated, it took NCDOT 18 months to approve and while it will hopefully not be so long this time to, please check with leadership to get the MOU signed as soon as possible.*

*Mr. Lukasina stated that 1-on-1 meetings with jurisdictions are still underway.*

*He also stated that the Regional Safety Plan is conducting meetings with member boards, and that Staff 1-on-1 meetings will be coming September-October to discuss MTP items.*

*Mr. Lukasina stated that MTP 101 trainings will be coming in upcoming months.*

*He reminded that the UPWP and LAPP one-call-for-all for FY26 projects have started.*

*NCDOT Transportation Planning Division:*

*No report.*

*NCDOT Division 4:*

*No report.*

*NCDOT Division 5:*

*Tracy Parrott provided updates on the ramp closures on Hillsborough Rd area on I-440.*

*He stated that I-40 lanes are in final pattern in the NC 42 area.*

*Mr. Parrott stated that September 14th through the 28th will be the fall litter sweep.*

*NCDOT Division 6:*

*Philip Hart provided an update related to US 401.*

*NCDOT Rail Division:*

*No report.*

*NC Turnpike Authority:*

*Alan Shapiro stated that the ribbon cutting for NC 540 Phase 1 will happen the afternoon of September 24th.*

*He also stated that NC 540 Phase 1 will open to traffic September 25th at 6:00am.*

*NCDOT Integrated Mobility Division:*

*No report.*

*TCC Members:*

*No report.*

**9. Adjournment**

## Upcoming Meetings/Events

<i>Capital Area MPO TAC Meeting</i>	<i>September 18, 2024</i>
<i>1 Fenton Main Street</i>	<i>4:00 - 6:00</i>
<i>Suite 201</i>	
<i>Cary, NC 27511</i>	

<i>Capital Area MPO TCC Meeting</i>	<i>October 3, 2024</i>
<i>1 Fenton Main Street</i>	<i>10:00 - noon</i>
<i>Suite 201</i>	
<i>Cary, NC 27511</i>	