

**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 7, 2023

10:00 AM

Conference Room

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**1. Welcome and Introductions**

- Present:** 29 - Paul Black, Travis Crayton, Jay Sikes, James Salmons, Andrea Neri, Vice Chair  
Luana Deans, Jenna Shouse, Het Patel, Matt Day, Tracy Stephenson, Danielle  
Kittredge, Emma Linn, Akul Nishawala, Kenneth Ritchie, Catherine Farrell, Barry  
Baker, Chris George, Chris Garcia, Jeannine Ngwira, Lucy Garcia, Michael  
Frangos, Jason Brown, Bradley Kimbrell, Jeff Jones, Jonathan Jacobi, Tracy Parrott,  
Darius Sturdivant, Neil Perry, and David Keilson
- Absent:** 10 - Phil Geary, Joe Geigle, Dennis Jernigan, Catherine Knudson, David Walker, Bryan  
Chadwick, Braston Newton, Anita Davis-Haywood, Bo Carson, and Scott  
Hammerbacher

**2. Adjustments to the Agenda**

*Item 5.0 - TCC Elections was added to the agenda.*

**3. Public Comments**

*There were no public comments.*

**4. Minutes**

**4.1 Minutes - August 3, 2023 TCC Meeting**

**Requested Action:** Approve minutes

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

*Luana Deans motioned to approve the August 3, 2023 TCC minutes.*

*Michael Frangos seconded that motion.*

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

**5. Regular Business**

**5.0****TCC Elections**

Chris Lukasina, MPO Staff

**Requested Action:** Conduct TCC election.

*TCC elections were required at this meeting due to the prior TCC Chair taking a position within CAMPO and no longer being eligible for TCC Chair position.*

*Luana Deans motioned to nominate Tracy Stephenson as the new TCC Chair.  
Michael Frangos seconded that motion.*

*Tracy Stephenson motioned to nominate Luana Deans as the new TCC Vice Chair.  
Paul Black seconded that motion.*

**Tracy Stephenson was elected as the new TCC Chair by unanimous vote.  
Luana Deans was elected as the new TCC Vice Chair by unanimous vote.**

**5.1                      5310 Enhanced Mobility of Seniors and Individuals with Disabilities  
Program Management Plan Update**

Crystal Odum, MPO Staff

**Requested Action:** Recommend endorsement of the updated 2023 GoRaleigh Section 5310 Program Management Plan.

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

[Attachment B - 2023 5310-ProgramManagementPlan FINAL](#)

*Crystal Odum, CAMPO, presented this item.*

*Ms. Odum provided an overview of the Program Management Plan (PMP) Update. She reported that the City of Raleigh, with assistance from CAMPO and other stakeholders, have updated the adopted 2020 PMP.*

*She then provided an overview of the Program Management Plan Update.*

*Ms. Odum noted that the 5310 program management plan identifies rules used for spending Section 5310 funding to enhance services/projects for seniors and individuals with disabilities. It's a federally required document that outlines how FTA Section 5310 funding is administered and roles/responsibilities of grantors and grantees. It also includes information on eligible applicants, eligible projects, and local projects selection criteria.*

*The 5310 PMP is currently being updated to ensure the document is in accordance with the latest federal transportation guidance, it aligns with the 2018 and 2020 update of the Coordinated Public Transit Human Service Transportation Plan., it includes information and funding on the regional Mobility Management Program, vehicle purchase requirements, sub-recipient reimbursement and monitoring updates, the grant cycle schedule and has updated policy and statutory references.*

*TCC Chair Tracy Stephenson opened the floor for questions and/or comments.  
There were none.*

*Jay Seikes motioned to endorse the updated 2023 GoRaleigh Section 5310 Program Management Plan.*

*Danielle Kittredge seconded that motion.*

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

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

Crystal Odum, MPO Staff

**Requested Action:** Recommend the adoption of the 2024 Performance Measures and Targets for Transit Asset Management and State of Good Repair and signing the resolution.

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

[Attachment B- 2024 Performance Measures and Targets Resolution 2023 09](#)

[Attachment C -2023 Recommended TAM Performance Measures and Targets for 2024](#)

*Crystal Odum, CAMPO, presented this item.*

*Ms. Odum noted that the FY 2024 goals are the same targets as FY 23 and that these targets mirror the state goals except for in the equipment asset category. She stated that transit providers continue to work to meet the regional goals and their individual agency goals.*

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

*Paul Black motioned to adopt the 2024 Performance Measures and Targets for Transit Asset Management and State of Good Repair and signing the resolution.*

*Chris Garcia seconded that motion.*

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

**5.3                      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 informed the TCC that this item was presented last month. She noted some state wide projects that were added.*

*Ms. Hagen also stated that Amendment #1 will be coming out between now and this month's Executive Board meeting.*

*TCC Chair opened the floor for questions and comments.  
There were none.*

*Vice Chair Luana Deans motioned to recommend approval of Amendment #13 to FY 2020-2029 Transportation Improvement Program (TIP).*

*Lucy Garcia seconded that motion.*

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

**5.4 Prioritization 7.0 Modal Candidate Project Lists**

Alex Rickard / MPO staff

**Requested Action:** Recommend the Executive Board approve the P7 candidate project lists for submittal to NCDOT's prioritization process.

**Attachments:** [Staff Report](#)  
[SPOT 7 Project 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.*

*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 that the public hearing would be conducted at this month's Executive Board.*

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

*Jay Sikes motioned to recommend approval of the P7 candidate project lists for submittal to NCDOT's prioritization process.*

*Danielle Kittredge seconded that motion.*

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

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

Shelby Powell, MPO Staff

**Requested Action:** Recommend the Executive Board adopt Amendment #1 to the FY 24 UPWP.

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

[FY 24 UPWP Amendment #1](#)

[Resolution of Adoption - FY 24 UPWP - Amendment #1](#)

*Shelby Powell, CAMPO, presented this item.*

*Ms. Powell noted there were no changes to this item since last month's meeting.*

*She stated that the public review and comment period was now open and runs through September 20, 2023.*

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

*Vice Chair motioned to recommend adoption of the Amendment #1 to the FY24 UPWP.*

*Jenna Shouse seconded that motion.*

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

**5.6 2020 Urbanized Area and MPO Boundary Update**

Chris Lukasina, MPO Staff

**Requested Action:** Recommend approval of revised MPO boundary

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

*Chris Lukasina, CAMPO, presented this item.*

*Mr. Lukasina discussed the boundary changes which included the expansion in Chatham, Harnett and Johnston County. He stated that they 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 Chatham County Board of Commissioners (BOCC) had voted to request membership into CAMPO.*

*Mr. Lukasina also 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 stated that potential boundary change includes the Town of Coats and Lillington.*

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

*Mr. Lukasina stated that the public comment period would continue 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.*

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

*Vice Chair motioned to recommend approval of the revised MPO boundary.*

*Bynum Walter seconded that motion.*

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

**6. Informational Item: Budget**

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

**6.1**

**Requested Action:** Receive as information.

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

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

**6.2 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.

**7. Informational Item: Project Updates**

**7.1 Project Updates - September 2023**

**Requested Action:** Receive as information.

**Attachments:** [September Updates](#)

This item was received as information only.

**7.2 Public Engagement Updates**  
Bonnie Parker, MPO Staff

**Requested Action:** Receive as information.

**Attachments:** [TCC Public Engagement Updates 2023\\_08\\_31](#)

This item was received as information only.

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

*Chris Lukasina introduced Ben Howell as CAMPO's new Wake Transit Program Manager. Mr. Lukasina also informed the TCC that a new GIS position had been advertised online.*

*He noted that the job announcement closes on October 1, 2023.*

*Mr. Lukasina stated that the Governor's office announced that Joey Hopkins was elected as the new NCDOT Specialist, effective October 1, 2023.*

*He also stated that Community Viz data updates would be coming out this Fall to support and incorporate early scenario work for the 2055 MTP update.*

*Mr. Lukasina reminded the TCC that the One-Call-For-All is now open and runs through October 31, 2023.*

*NCDOT Division 4:*

*James Salmons reminded the TCC that their Fall Litter sweep is September 16th through September 30th.*

*Mr. Salmons also announced that Jennifer Collins is now the District 3 Engineer.*

*NCDOT Division 5:*

*Tracy Parrott stated that the I-440/Hillsborough/Blue Ridge project is approaching Phase I to open to restore connection to Blue Ridge.*

*Mr. Parrot also stated that surface work is ongoing on I-40 Northern end from I-440 to Johnson County.*

*He noted that final paving is occurring on I-40, repaving is underway along Northern I-440 and that they still need to do bridge rehabilitation.*

*NCDOT Rail Division:*

*Neil Perry informed the TCC that they continue to work with MPO's to set SPOT project submissions.*

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

**9. Adjournment**

## Upcoming Meetings/Events

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|---|---|
| <i>Capital Area MPO TAC Meeting<br/>1 Fenton Main Street<br/>Suite 201<br/>Cary, NC 27511</i> | <i>September 20, 2023<br/>4:00pm - 6:00pm</i> |
| <i>Capital Area MPO TCC Meeting<br/>1 Fenton Main Street<br/>Suite 201<br/>Cary, NC 27511</i> | <i>October 5, 2023<br/>10:00am - noon</i>     |
| <i>Capital Area MPO TAC Meeting<br/>1 Fenton Main Street<br/>Suite 201<br/>Cary, NC 27511</i> | <i>October 18, 2023<br/>4:00pm - 6:00pm</i>   |
| <i>Capital Area MPO TCC Meeting<br/>1 Fenton Main Street<br/>Suite 201<br/>Cary, NC 27511</i> | <i>November 2, 2023<br/>10:00am - noon</i>    |