



NC Capital Area **Metropolitan Planning Organization**

***WELCOME!***

*Today's Executive Board meeting is being held online.  
The meeting will begin shortly.*

***Please be prepared to mute your audio following roll call.***

**Call In: 650-479-3208   Meeting Code: 474 734 329   Meeting Password: MEET**

**PUBLIC COMMENTS SPEAKER SIGN UP SHEET:**

**[https://docs.google.com/spreadsheets/d/1X\\_Oq\\_xRTaqhFWxv8kNKkqubfignVQQ6LCbxpxTUSw0/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1X_Oq_xRTaqhFWxv8kNKkqubfignVQQ6LCbxpxTUSw0/edit?usp=sharing)**

**Download Presentation Slides: <https://campo.legistar.com/Calendar.aspx>**



NC Capital Area **Metropolitan Planning Organization**

# **Executive Board Meeting**

**September 21, 2022**

**4:00 PM**

# 1. Welcome and Introductions

## *Roll Call of Voting Members & Alternates*

Town of Angier

Town of Apex

Town of Archer Lodge

Town of Bunn

Town of Cary

Town of Clayton

City of Creedmoor

Franklin County

Town of Franklinton

Town of Fuquay-Varina

Town of Garner

GoTriangle Bd. Trustees

Granville County

Harnett County

Town of Holly Springs

Johnston County

Town of Knightdale

Town of Morrisville

NCDOT - Div 4

NCDOT - Div 5

NCDOT - Div 6

City of Raleigh

Town of Rolesville

Wake County

Town of Wake Forest

Town of Wendell

Town of Youngsville

Town of Zebulon

### Ex Officio Non-Voting Members:

Federal Highway Admin.

NC Turnpike Authority

## 2. Adjustments to the Agenda

## 3. Ethics Statement:

*In accordance with the State Government Ethics Act, it is the duty of every Executive Board member to avoid conflicts of interest.*

*Does any Executive Board member have any known conflict of interest with respect to matters coming before the Executive Board today? If so, please identify the conflict and refrain from any participation in the particular matter involved.*

## 4. Public Comments

*This is an opportunity for comments by those in attendance. Please limit comments to three (3) minutes for each speaker.*

## 5 Minutes

### 5.1 August 17, 2022 Executive Board Meeting Minutes

#### Requested Action:

Approve the August 17, 2022 Meeting Minutes.

## 6. Consent Agenda

*There are no items on today's Consent Agenda.*

## 7. Public Hearing

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

- CAMPO has received notification from NCDOT of changes to regional projects that require amending the Transportation Improvement Program. This amendment also includes project updates requested by regional transit agencies.
- Posted to CAMPO Website for Public Review/Comment
  - August 15<sup>th</sup> through September 20<sup>th</sup>
  - Public Hearing scheduled for September 21<sup>st</sup>



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

### Requested Action:

Conduct a public hearing.

Approve Amendment #9 to the FY2020-2029 Transportation Improvement Program

# End of Public Hearings

## 8. Regular Agenda

- 8.1 Transit Asset Management Performance Measures & Targets for State of Good Repair
- 8.2 FY 2024-2033 Preliminary Draft State Transportation Improvement Program (STIP)
- 8.3 CAMPO Organizational Study
- 8.4 FY 2023 Unified Planning Work Program – Amendment #1
- 8.5 Wake Transit Work Plan Amendment Policy

## 8.1 Transit Asset Management Performance Measure & Targets for State of Good Repair

- Per federal requirements, transit providers must annually set performance targets for state of good repair related to their assets and MPOs must establish regional targets every four years.
- By agreement, CAMPO sets annual regional performance measures and targets so the CAMPO Executive Board approved a resolution last year, 9/16//21, adopting 2022 TAM Performance measures and targets.
- CAMPO met with the transit providers, DCHC MPO and the NCDOT staff on August 3, 2022 to review 2022 performance and establish 2023 TAM goals.
- Providers concur with the recommendation to adjust 2023 targets to mirror the State's goal for *Facilities* - adjust the regional goal from 0% to 20%. All other goals remain the same as 2022.
- Targets posted for public comment Auguts 19-September 20, 2022. No comments received.

## 8.1 Transit Asset Management Performance Measure & Targets for State of Good Repair

## 2023 Recommended Regional Transit Asset Management Performance Measures and Targets

			2023 Performance Targets					
Category	Asset Class	Performance Measure	State Goals	Recommended Regional Goals	GoRaleigh	GoTriangle	GoCary	GoWake
Rolling Stock - All Revenue Vehiles	Buses	<b>Age</b> - % of revenue vehicles within a particular asset class that have met or exceeded their Useful Life Benchmark (ULB)	20%	20%	4.58%	35%	*20%	*20%
Equipment - Non-revenue vehicles	Vehicles	<b>Age</b> - % of vehicles that have met or exceeded their Useful Life Benchmark (ULB)	20%	22%	13.64%	71%	*20%	*20%
Facilities - All buildings or structures	Admin/Maintenance Facility	<b>Condition</b> - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale	20%	20%	16.67%	0%	*20%	*20%
Facilities - All buildings or structures	Passenger Facility	<b>Condition</b> - % of facilities with a condition rating below 3.0 on the FTA Transit Economic Requirements Model (TERM) Scale	20%	20%	0%	0%	*20%	*20%
	* = State Group plan participant							

## 8.1 Transit Asset Management Performance Measure & Targets for State of Good Repair

### Requested Action:

**Adopt the recommended 2023 Performance Measures and Targets for Transit Asset Management and State of Good Repair and sign the resolution.**

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

# Draft STIP Development Process



**Step 1** – Start from scratch – build next STIP from existing 2020-2029 STIP funded projects (no new P6 evaluated projects)

**Step 2** – Develop list of “Delivery projects” – first funded based on upcoming let dates, right-of-way purchases, and grants

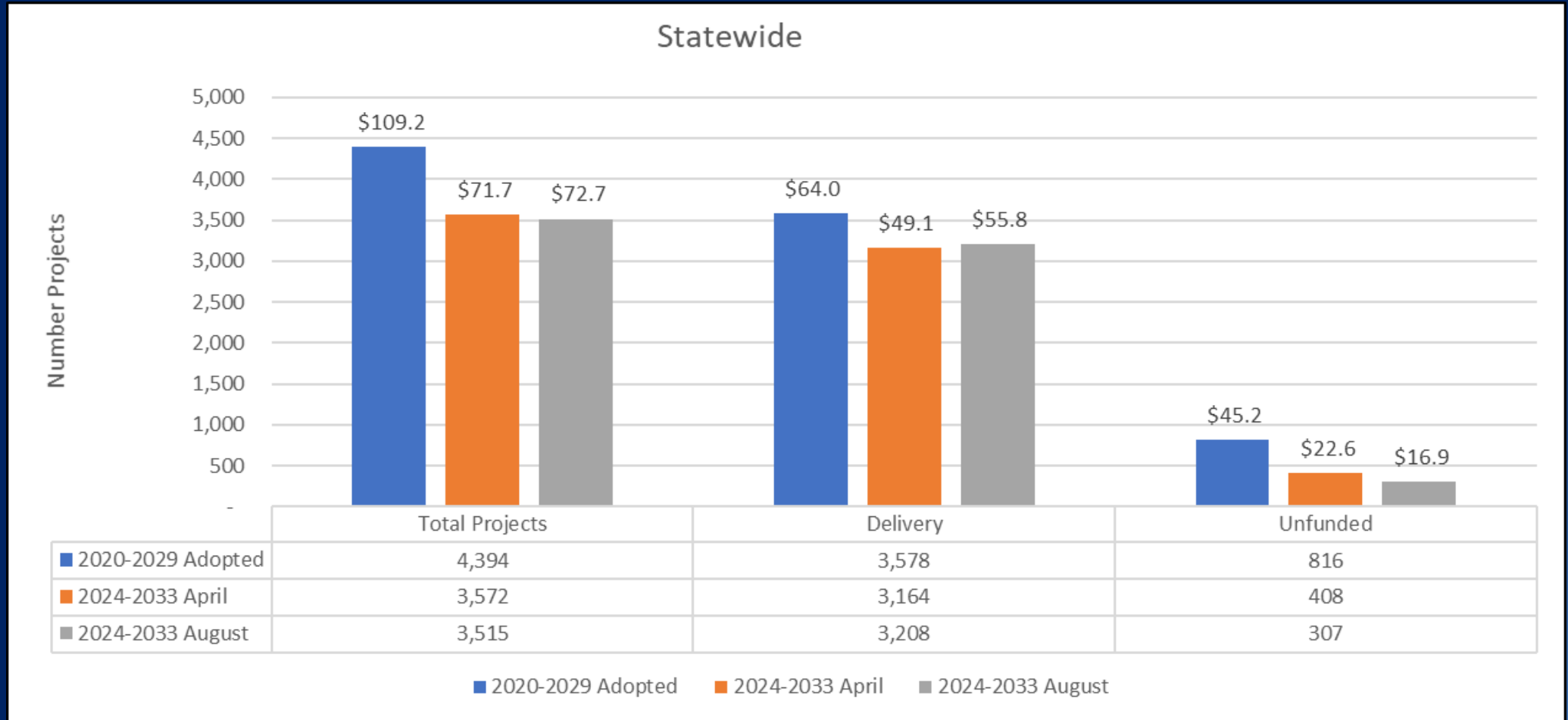
**Step 3** – Determine which of the remaining 2020-2029 funded projects remain in STIP: Seniority Approach (P3-P4-P5)

## Notes:

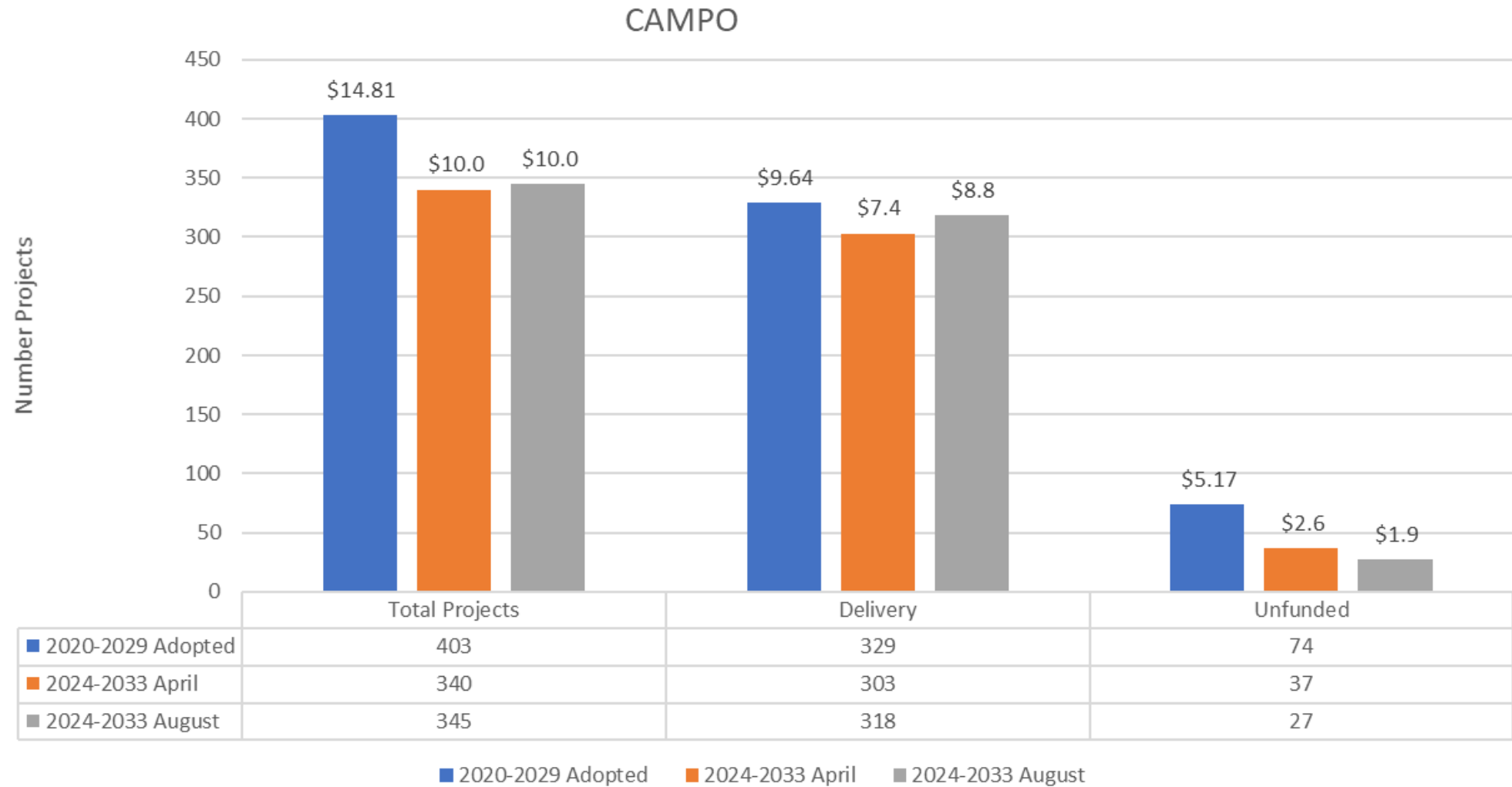
- Projects will retain STIP funding as budget allows per category
- Projects with funding removed will be re-evaluated in P7
- Previously committed projects that maintain funding may also have to be re-evaluated in P7 scoring



# 2024-2033 STIP Projects Big Picture



# 2024-2033 STIP Projects Big Picture



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

- Next Steps:
  - Continue review of draft STIP (*version 2*)
  - Member agencies provide comments to CAMPO by **9/30/22**
  - CAMPO review and submit comments/questions to NCDOT
  - CAMPO work to identify any potential swap projects

### Requested Action:

Receive as information.

**Provide comments on the preliminary draft STIP to CAMPO staff by  
September 30, 2022.**

## 8.3 CAMPO Organizational Study



# CAMPO Organizational Assessment

September 2022

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*Scott Lane and Jeff  
Kramer contributed  
to this project.*

# PROJECT OBJECTIVES

CAMPO desires to understand the relationships between their short- and medium-term work programs and staffing needs, specifically:

- Potential staffing needs and staff restructuring
- Related actions to define and achieve the effective delivery of services to their members.



NC Capital Area Metropolitan Planning Organization



# METHODOLOGIES

- Conducted interviews with current and former CAMPO staff
- Conducted a survey of CAMPO members
- Conducted interviews with six peer MPOs
- Reviewed recent benchmarking studies:
  - FHWA/AMPO benchmarking study
  - Wilmington MPO salary surveys
  - Assessment of current job openings within NCDOT
- Reviewed City of Raleigh policies and pay structures
- Reviewed CAMPO's current staffing needs and future needs based on adopted strategic plan



## CAMPO MEMBER SURVEY

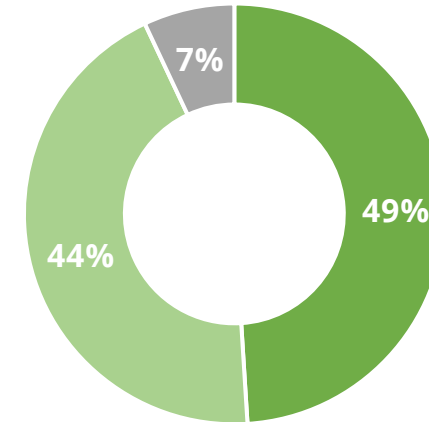
### OBSERVATIONS

**Overall satisfaction with CAMPO is very favorable**, and there were no “dissatisfied” responses to this question.

Funding sources and expansion of existing services were highest ranked work tasks.

Overall, how satisfied are you with the performance of CAMPO?

- Very Satisfied
- Somewhat Satisfied
- Neutral



Please rank the following CAMPO work tasks	Rank*
Identification of funding resources for transportation projects	1.27
Expansion of *existing* CAMPO services that benefit my organization	2.09
Development of *new* CAMPO services that benefit my organization	3.13
More communication between CAMPO staff and my organization	3.61
Faster response times to my inquiries (and those of people within my organization)	4.73

*\*Ranking = the average ranking of that option. For example, if one person ranked an option as their 1st choice, and another person ranked that same option as their 3rd choice, the option's ranking would be 2. For this figure, a lower average ranking indicates a higher priority item.*



## CAMPO CAPACITY: PEER COMPARISON

### INTERPRETATION

Staffing interviews and this data suggest the **current staffing shortfall is at least four positions.**

**CAMPO salaries are lower than peers** in Engineering, Executive Director, Transportation Modeler positions and Transit Planner.

These comparisons do not account for the recent “hot” market trends.

MPO	Location / Host	Population (million)	FTE	FTE/Pop.
<b>CAMPO (Raleigh, NC)</b>	City of Raleigh, NC	1.36	16.5	12
<b>AMPO 2016-2017<sup>(1)</sup></b>	Various: 22 MPOs	1.33	18	14
<b>CAMPO (Austin, TX)</b>	Williamson County, TX	2.44	15	6
<b>GUAMPO</b>	City of Greensboro, NC	0.53	9	17
<b>New Orleans TPC</b>	New Orleans RPC	1.03	12	12
<b>North Florida TPO</b>	Independent <sup>(2)</sup>	1.58	7	4
<b>Palm Beach TPA</b>	Independent	1.49	16	11
<b>WUAMPO</b>	City of Wilmington, NC	0.29	11	38

Notes: (1) MPOs that answered FTE questions with populations between 832,000 and 1.9 million (n=22)

(2) NFTPOT has independent (board-based) hiring/firing authority, but does work with the City of Jacksonville on insurance coverages, for example

# CAMPO CAPACITY: STRATEGIC PLAN DEMANDS

## INTERPRETATION

**CAMPO will need between 5 and 7 FTEs over the next five years just to accomplish the work set out in the Strategic Plan.** A smaller number of staff can be partially offset by more consultant dollars.

*Note: this is in addition to the 4 additional staff recommended to keep pace with current workload.*



Increased Focus on Land Use, Transportation



Increased Focus on Diversity, Equity & Inclusion



Enhanced Bike-Ped Coordination



Active Role as Transit Champion & Coordinator



Prepared for the Future

Scenario	Staff (FTE)	Consultant (\$)	Current Shortfall	Total Staff
Low Consultant, High Staff Capacity	7.0	\$877,500	4	11.0
High Consultant, Lower Staff Capacity	5.1	\$1,810,000	4	9.1

# PRINCIPLE FINDINGS



CAMPO staff attraction and retention success is affected by the host agency's policies, as are other aspects of decision-making...**ensuring that a host arrangement works is a cross-cutting issue to assure autonomy for CAMPO.**



**Skillsets for MPOs are diverse, cross-disciplinary, and highly competitive.** Data obtained from studies conducted in the last 1 - 5 years suggests that **CAMPO's salaries are falling behind** relevant peers and those of NCDOT for some positions.



CAMPO's staff is becoming more specialized, and the senior staff needs to be focused on liaising with member agency representatives; increasing transparency of decision-making internally and externally; and the **management of people and resources.**



**Staffing is stretched thin** now in transit planning, public engagement, administration, and technical production with additional staffing recommended now. **The Strategic Plan suggests two additional** positions in its first two years. **The Strategic Plan's workload for years 3 through 5 implies four more positions** are needed to complete those objectives.



# THANK YOU

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WARREN@FOUNTAINWORKS.COM



JULIE@FOUNTAINWORKS.COM



JSLANEMPO@GMAIL.COM

# NEXT STEPS

CAMPO Executive Board directed staff to bring forward requisite staffing, organizational, and budget changes to begin implementation for action at September Executive Board meeting.

PHASE I	PHASE II
FY 2023 (mid-year)	FY 2024
Create three new staff positions	Create 4-6 new staff positions
Realign Admin/Finance & LAPP functions	Continual Organizational Structure Enhancements

*\*Necessary budget adjustments for new staff and existing staff pay adjustments are included in UPWP Amendment #1*

## 8.3 CAMPO Organization Study

### Requested Action:

Approve the recommendation draft CAMPO Organizational Study.

## 8.4 FY 2023 Unified Planning Work Program – Amendment #1

## 8.3 FY 23 Unified Planning Work Program – Amendment #1

- FY 23 UPWP Adopted February 2022
- Adjust FY 23 budget expenditures for studies: Raleigh-Fayetteville Passenger Rail Phase II Study; Southeast Area Study; BRT Extension Major Investment Study, and Mobility Management Implementation Study
- Increase FY 23 budget for US 401 Corridor Study
- Reflect FY 23 Wake Transit Work Plan budget – including additional staff position for Wake Transit
- Federal transit planning funds for GoRaleigh to conduct BRT Station Area Planning and for GoTriangle to conduct Route Restoration planning work
- 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
- Increase Member Shares from \$0.578 to \$0.616 per capita to begin implementation of Strategic Plan & Organizational Study
- Cumulative budget adjustment of approximately \$550,000, of which \$50,000 is member share



## 8.3 FY 23 Unified Planning Work Program – Amendment #1

Amendment #1 Schedule:

- September 2022 – Review by TCC and Executive Board
- 30-Day Public Comment Period – September 19 to October 18, 2022
- October 2022 – Recommend adoption by TCC; Consider adoption by Executive Board

**Requested Action:**  
**Receive as information.**

## 8.5 Wake Transit Work Plan Amendment Policy Update

# WAKE TRANSIT

## Work Plan Amendment Policy Update

Draft Review Presentation

## Policy & Process Changes Recommended by the TPAC

- Added scenario descriptions to better define actions that qualify as MINOR amendments
- Amendment list will be grouped primarily by operating vs. capital rather than major vs. minor
- Amendment requests will be reviewed at joint B&F and P&P subcommittee meetings where financial and scope dispositions will be discussed and considered
- A special amendment request cycle for capital project period of performance extensions will be developed.
- Added clarification and guidance to develop the annual amendment schedule

## Policy & Process Changes Recommended by the TPAC

- Added guidance for GoTriangle staff who play a role in processing Work Plan amendments
- Added a notation for who will process updates to the policy when needed in the future
- Included more information on the joint meeting review and recommendation process.
- Created an appendix for the roles and responsibilities information including new language that will allow for agreed upon changes to be made to stated roles and responsibilities without it triggering a full policy amendment.

# Community Engagement Summary – August 15<sup>th</sup>-30<sup>th</sup>

Twitter | Instagram



Facebook



<https://www.goforwardnc.org/wake-county/get-involved/>

- Web Page Views | 315 and Unique Views | 168
- Social Media Posts went out on Twitter, Facebook and Instagram on August 15<sup>th</sup>, 26<sup>th</sup> and 30<sup>th</sup>
- Notice was emailed to Wake Transit stakeholders on August 15<sup>th</sup> and 30<sup>th</sup>

# Comment Response from Staff

One comment has been submitted.

CAMPO staff suggested that additional language be added to the draft policy to provide guidance on when amendment requests should be submitted if/when project sponsors are awarded outside funding for Wake Transit programmed investments.

The following paragraph has been added in red, on page 3 of the draft for review.

It is anticipated in the Wake Transit Work Plan financial model that project sponsors will seek or otherwise receive project funding from non-Wake Transit sources. This would trigger a return of programmed funds to fund balance or a change in budgeted reserve, which is classified as a major amendment. Project sponsors shall submit an amendment request form to remove or modify their funding request within 2 quarters of financial award confirmation.

## Next Steps Toward Adoption

Action	Date
TPAC 1 <sup>st</sup> review and recommendation	February 9 <sup>th</sup>
TCC Notification of draft and review period	August 4 <sup>th</sup>
TPAC review and release for public review	August 10 <sup>th</sup>
Public review and comment period	August 15 <sup>th</sup> - August 30 <sup>th</sup>
TPAC review and recommendation	September 14, 2022
<b>CAMPO Executive Board draft review</b>	September 21, 2022
<b>GoTriangle O&amp;F draft review</b>	October 6, 2022
<b>CAMPO TCC policy recommendation</b>	October 6, 2022
<b>TPAC review of new page 3 language</b>	October 12, 2022
<b>CAMPO Executive Board policy adoption</b>	October 19, 2022
<b>GoTriangle Board of Trustees policy adoption</b>	October 26, 2022



# Questions?

Stephanie Plancich

CAMPO - TPAC Administrator

[stephanie.plancich@campo-nc.us](mailto:stephanie.plancich@campo-nc.us)

## 8.5 Wake Transit Work Plan Amendment Policy Update

**Requested Action:**  
**Receive as information.**

# Roll Call Vote for Action Items:

*5.1 Minutes – Aug. 17, 2022*

*7.1 Amendment #9 to FY20-29 TIP*

*8.1 Transit Asset Management Performance Measures & Targets for State of Good Repair;*

*8.3 CAMPO Organizational Study*

Town of Angier

Town of Apex

Town of Archer Lodge

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Town of Cary

Town of Clayton

City of Creedmoor

Franklin County

Town of Franklinton

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NCDOT - Div 4

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NCDOT - Div 6

City of Raleigh

Town of Rolesville

Wake County

Town of Wake Forest

Town of Wendell

Town of Youngsville

Town of Zebulon

Ex Officio Non-Voting Members:

Federal Highway Admin.

NC Turnpike Authority

## 9. Informational Items: Budget

### 9.1 Operating Budget – FY 2022

### 9.2 Member Shares - FY 2022

**Requested Action:**  
**Receive as information.**

## 10.1 Informational Item: Project Updates

### Studies:

- FY22 Hot Spots
- Cary-RTP and Garner-Clayton Rapid Bus/Bus Rapid Transit Extensions Major Investment Study
- Southeast Area Study Update
- Triangle Bikeway Implementation Study
- U.S. 401 Corridor Study
- Western Wake Traffic Signal System Integration Study
- Mobility Management Program Implementation Study

### Other Updates:

- Mobility Coordination Committee
- Safe Routes to School (SRTS)
- Safe Routes to School (SRTS) Road Safety Audit Project CAMPO/NCDOT
- Non-Motorized Volume Data Program
- Triangle Transportation Choices (Triangle TDM Program)
- NCDOT Highway Project U-2719 – Updates
- NC 540 Bonus Allocation Projects
- Wake Transit Plan Implementation Updates
- Draft FY 2023 Wake Transit Work Plan Development

## 10.2 Informational Item: Public Engagement Updates

**Requested Action:**  
**Receive as information.**

## 11. Informational Item: Staff Reports

- MPO Executive Director
- TCC Chair
- NCDOT Transportation Planning Division
- NCDOT Division 4
- NCDOT Division 5
- NCDOT Division 6
- NCDOT Rail Division
- NC Turnpike Authority
- NCDOT Integrated Mobility Division
- Executive Board Members

**Requested Action:**  
**Receive as information.**

# ADJOURN

## Upcoming Events

Date	Event
October 6, 2022 10:00 a.m.	TCC Regular Meeting Virtual
October 19, 2022 4:00 p.m.	Executive Board Virtual
November 3, 2022 10:00 a.m.	TCC Regular Meeting Virtual
November 16, 2022 10:00 a.m.	Executive Board Virtual

### 2022 Triangle Bike & Pedestrian Workshop

**Friday, October 14, 2022**

Clayton Town Hall

111 East Second Street, Clayton, NC

[Register Now](#)

