



**Minutes of February 11, 2022**  
 CAMPO Host  
 Virtual WebEx Meeting

**MORNING SESSION – BUSINESS MEETING (10:00 AM)**

**Attendees:**

<b>Name</b>	<b>Organization</b>	<b>Name</b>	<b>Organization</b>
Abby Lorenzo	WMPO	Kim Maxey	New Bern MPO
Brian Horton	GHMPO	Mike Kozlosky	WMPO
Chris Lukasina	CAMPO	Neil Burke	CRTPO
Eliud De Jesus	Greenville MPO	Phil Conrad	CRMPO
Greg Venable	HPMPO	Randi Gates	GCLMPO
Gretchen Vetter	CAMPO	Tristan Winkler	FBRMPO
Hank Graham	FAMPO	Tyler Meyer	GUAMPO
Jennifer Stafford	CRTPO	Wannetta Mallette	BGMPO
Kelly Garvin	WSMPO		

1. **Welcome/Introductions** – Chris Lukasina called the meeting to order and opened the meeting by welcoming all present via virtual means and reviewing the agenda.
2. **Minutes** – Chris Lukasina presented the minutes.
  - The minutes were reviewed by all. Chris asked if any revisions were needed.
  - Phil Conrad made a motion to approve the minutes as presented which was seconded by Greg Venable. A vote was taken and the minutes were approved unanimously.
3. **Treasurer’s Report** – Mike Kozlosky gave the following amounts for NCAMPO accounts. Chris noted that these numbers will start fluctuating as things start getting paid out for the conference and registration fees continue to come in. 104 registrations so far for the conference.
  - Housman - \$30,091.45
  - PNC - \$30,092.39
  - \$60,183.84 total
4. **Elections**
  - President – Mike Kozlosky asked Chris if he would be willing to serve again. Chris is happy to serve again, but is also happy to step down if others are interested. Mike nominated Chris Lukasina for President. Tyler Meyer seconded. A vote was taken and approved unanimously.
  - Vice President – Tyler Meyer nominated Neil Burke for Vice President. Brian Horton seconded. A vote was taken and approved unanimously.
  - Treasurer – Chris Lukasina nominated Mike Kozlosky for Treasurer. Hank Graham seconded. A vote was taken and approved unanimously.

- Secretary – Mike Kozlosky nominated Randi Gates. Neil Burke seconded. A vote was taken and approved unanimously.

## 5. NCDOT Financial Status

- The SPOT Workgroup has not met since December since the January and February meetings were canceled.
- Budget reviews from divisions have seemed to be implemented in a variety of ways with very different process across divisions. Discussion ensued about the various experiences across the state.
- If a project scope is changing through value engineering, the MPO needs to know.
- There has been some talk within the Department that one measure to implement in the future to avoid what has happened with over programming is that once a TIP is adopted, a budget per division should be established to include all project tiers. As projects progress, if costs go up and down, they must be reconciled against the budget at each division. Projects in one MPO may directly impact a project in another MPO within the same division.
- NCAMPO may need to formulate a position on this. MPOs may need to come up with an alternative idea.
- Mike Kozlosky has given a lot of thought to this. Beau Memory said that if they go this route, coordination will be key. Divisions will have to coordinate with MPOs and RPOs about these changes. Mike thinks instead of there being division buckets, it would be better to create a bucket for each MPO/RPO. If projects go over in the MPO, it would impact other projects within the same MPO.
- Tyler noted that the smaller the geography, the harder the decisions are going to be.
- Neil commented that this needs to be addressed with the P7 workgroup.
- Things are going to be different by MPO and by project, but we may need to come to a united front on how we approach things.
- Key takeaways:
  - More discussion with Beau Memory and others is needed.
  - Budgets per division – we want to look at MPO based budgeting vs. division.
  - In project development process, key touchpoints for decisions need to include the MPOs at the appropriate points, not just in the end when plans have been presented to the public.
  - Contingency budgeting rather than programming the whole. Maybe hold some in reserve.
  - Project coordination – centrally led projects mostly – still widespread levels of coordination with MPOs.

## 6. SPOT 6.0

- Chris noted that it's unclear to him what the workgroup is going to be working on over the next several months as the department works toward a draft STIP.
- How do we get from re-evaluation based on existing scores, to the draft STIP?
- A public engagement strategy needs to be established. What is the coordination process for swapping projects going to entail?
- Chris stated that the SPOT Office has asked for a meeting with MPO workgroup members to talk through coordination and public roll out. MPOs need to disseminate information from NCDOT however each MPO sees fit. NCDOT needs to do some of this community engagement.

## 7. CMAQ Work Group

- Gretchen Vetter reported that the CMAQ group sent out a process document for review back in November. A few provisions are concerning for NCAMPO. MPO can't apply for new CMAQ funding until all previous funding has been spent down. Feedback was submitted formally to the CMAQ unit regarding concerns. Jamal Alavi stated he was happy to meet, but no meeting has been scheduled. CMAQ is still reviewing responses received for the process document.

FY 23 call for projects is now open. Is this process document supposed to be in place for this next round?

- Tyler added to the chat box that Phyllis Jones said they are amending first bullet as:

Project Administration

Projects without an agreement executed or in the process of execution within 6 months of being awarded or being amended into the STIP, whichever comes last, may be subject to being removed from the group of awarded projects and the associated funds added back into the general NCDOT CMAQ funds to be redistributed. In order to facilitate compliance with this requirement, project agreements should generally be requested within three months of the project being amended into the STIP. Locals are required to deliver projects in accordance with the timeframes outlined in the agreement.

- Tyler has sent some feedback to soften this language, but hasn't gotten a response from Phyllis regarding programming funds to a new project before previous funds have been expended.
- Brian asked, for projects needing scope change or supplemental funding, what is the flexibility on phasing to get some of the project done with the funding available? Funding increases are making it hard to complete the full project. Is there a process to re-phase a project to reduce the scope if the project will still have the same benefits?
- Gretchen noted that the project may need to apply for additional funding in the MPO's next round of funding.
- Phil asked, what is the method of approval of this new policy? Gretchen responded that this has not been made clear.
- Chris reiterated that we need TPD to schedule a workgroup meeting. A request for a meeting has been made, but it has not been scheduled. The workgroup needs to be reviewing the comments, not just NCDOT. The workgroup needs to discuss not just edits to the policy, but what is the process for the policy to be implemented? What is the timeline?
- The group feels that CMAQ projects should run through the STIP unit. Chris is willing to have a conversation with Joey Hopkins.
- NCAMPO is not supportive of a CMAQ policy that is more restrictive than any of the other federal programs.

**8. NCAMPO Conference/Events Support** – Abby Lorenzo provided the following updates:

- Abby has some concerns with Housman & Associates that she felt needed to be shared with the group:
  - Conference planning was well underway this summer, but at the end of October, she started getting emails from June Housman about things that should have been settled in July.
  - Registration went live late.
  - She found out at the end of December that additional materials were needed. This should have been communicated sooner.
  - She is still having issues with telling them something and it not being done.
  - Before the pandemic, WSP had offered to sponsor delegate gifts. Back in December, they made Housman aware of this. WSP had to contact Houseman multiple times about their sponsorship.
- Chris noted that we need to look at how long this contract is for.
- Chris suggested we institute a more periodic update with host MPO.
- Mike noted that on November 4, 2021, we entered into a new contract for 3 years. There are some ways to get out of the contract though if we want to pursue.
- Chris noted that we need to make sure that we get what we need out of them according to the scope that has been established.

Respectfully Submitted,  
Randi Gates, GCLMPO  
NCAMPO Secretary



**Minutes of February 11, 2022**  
 CAMPO Host  
 Virtual WebEx Meeting

**AFTERNOON SESSION – QUARTERLY MEETING (1:00 PM)**

**Attendees:**

Name	Organization	Name	Organization
Aaron Cain	DCHC MPO	Jennifer Collins	NCDOT-Division 4
Abby Lorenzo	WMPO	Jennifer Stafford	CRTPO
Alena Cook	NCDOT	John Ridout	FBRMPO
Alex Rickard	CAMPO	John Vine-Hodge	NCDOT-IMD
Andrew Edmonds	SHPO	Jordan Reedy	Rocky Mount MPO
Arthur Cashwell	GCLMPO	Julio Paredes	GCLMPO
Bill Marley	FHWA	Justin Ritchey	FAMPO
Bill McDow	WMPO	Karyl Fuller	Foothills RPO
Brian Elgort	CRTPO	Kelly Garvin	WSMPO
Brian Horton	GHMPO	Kim Maxey	New Bern MPO
Brian Mayhew	NCDOT	Leigh Wing	NCDOT STIP
Brian Murphy	NCDOT	Loretta Barren	FHWA
Chris Lukasina	CAMPO	Mark Boggs	ATKINS
Dale McKeel	DCHC MPO	Mike Kozlosky	WMPO
Daniel Newquist	GSATS	Mike Stanley	NCDOT
Daryl Vreeland	NCDOT-TPD	Nastasha Earle-Young	NCDOT TPD
David McDonald	NCDOT	Neil Burke	CRTPO
Eliud De Jesus	Greenville MPO	Phil Conrad	CRMPO
Elizabeth Tucker	GSATS	Randi Gates	GCLMPO
Evan King	GSATS	Shelby Powell	CAMPO
Felicia McRee	New Bern MPO	Theo Thomson	CRTPO
George Hoops	FHWA	Travis Johnson	CRTPO
Greg Venable	HPMPO	Travis Marshall	NCDOT TPD
Gretchen Vetter	CAMPO	Tristan Winkler	FBRMPO
Hank Graham	FAMPO	Tyler Meyer	GUAMPO
Jamal Alavi	NCDOT TPD	Van Argabright	NCDOT STIP
Jarrel Leonard	CRTPO	Wannetta Mallette	BGMPO

1. **Welcome/Introductions** – Chris Lukasina called the meeting to order and opened the meeting by welcoming all present via virtual means.
2. **NCDOT Multimodal Update** – John Vine-Hodge, NCDOT-IMD, provided the following updates:
  - **IMD Planning & Programming Unit**
    - The Planning and Programming Unit is now fully staffed.
    - John reviewed the Org Chart and IMD Regions.
    - He also discussed RPO and MPO Coordination and roles of the Regional Planner within IMD.

- Complete Streets
  - Methodology Update Process for Complete Streets was sent out today. John reviewed the process to date.
  - The guidance includes: evaluation methodology, overview presentation and video, implementation guide, FAQs, Project Sheet, CS Review Assessment Form, and Complete Streets Dashboard. This all can be found on the Complete Streets Connect Page.
  - Complete Streets Training has also been announced.
  - Ongoing discussions: maintenance of separated multimodal facilities, inclusion of complete streets enhancements on maintenance projects, harmonization of complete streets processes with Project Delivery Network, alignment of bike/ped need determination between CTP and complete streets methodologies, and determining costs and benefits of complete streets elements.
  - Work groups – IMD will be convening three work groups to refine PDN harmonization, cost estimates, and maintenance issues. Representatives from Divisions, other units, and MPO/RPOs will be included. It is anticipated that discussions will take place in February and March and recommendations will be incorporated in the next Complete Streets update.
  - Next Steps: finalize and announce guidance, convene work groups, conduct trainings, collect data, monitor implementation, and identify improvements to guidance.
- FY 22 Planning Grants
  - John highlighted the FY 22 Bike/Ped Planning Grants awards.
  - The current program includes 245 plans across 85 counties.
  - Moving forward, IMD is working on a call for projects for a new multimodal planning program. This info can be found on the planning grant initiative Connect page.
  - The multimodal planning program will include regional transit/multimodal planning and feasibility studies (future call for projects).
- Coordinated Regional Transit Plan Program – resources to support coordinated regional planning.
- Great Trails State Plan - Moving into Phase II to identify project corridors that may be more transportation disadvantaged. This will include focused planning work within a five-mile corridor.
- TDM - Launching FY 23 call for projects next week.
- State Bike Route Map – interactive map for public input. Last update was in 2013.
- Transportation Disadvantage Index (TDI) Tool – tool to identify equity issues that would inform planning work and inform other processes as well. Tool is structured by block groups – looking at carless households, low incomes, mobility impairments, 15 and under, seniors, and EJ populations.

Brian Mayhew, Traffic Safety Unit, provided the following update:

- The Traffic Safety Unit has been getting questions on pedestrian safety and how it relates to the Bipartisan Infrastructure Law.
  - National Roadway Safety Strategy – USDOT adopts a goal of zero deaths. NC adopted this goal in 2015 to reach zero deaths by 2050, so there is no big change for NC in this bill.
  - Fatalities among all users have been increasing. Fatalities among pedestrians and bicyclists have been increasing even faster. The Traffic Safety Unit is available to present statewide and MPO specific trends.
  - HSIP is the only federal core aid program that is dedicated to safety. The HSIP covers all public roads – state and local.
  - HSIP is a very data-driven, strategic approach to improving highway safety on all public roads that focuses on performance. Biggest impact for lowest cost.
  - New: Vulnerable Road User Safety Assessment – requires states to complete a vulnerable road user (non-motorist) safety assessment within 2 years of enactment. NC has already started this process.
    - FHWA has not released guidance yet on what has to be in this report.

- Vulnerable Road User Safety Special Rule: The 15/15 Rule requires that a State obligate no less than 15% of its HSIP funds the following FY for highway safety improvement projects to address vulnerable road user safety.
- New competitive Grant Program – Safe Streets and Roads for All. MPOs are eligible. The main purpose is to fund development of a comprehensive safety action plan. Applications are expected to open in May 2022 and the Traffic Safety Unit can assist with applications and funding as well.

**3. Integrated Project Delivery (IPD) Update** - Alena Cook (NCDOT) and Mark Boggs (ATKINS) provided the following updates:

- A review of the current IPD Planning focus areas and tasks was given. The focus areas include: Statewide Initiatives, Multimodal, Regional Planning – CTP/MTP, Data Collection/Forecasting, Programming, Travel Modeling, and Global Actions.
- More detailed information was given on the Regional Planning focus area.
  - IPD Regional Planning Objectives include: strengthen CTP/MTP, land use, and resiliency needs linkages, identify PEL and IPD “best practices” for CTP/MTP development, develop tool to aid CTP/MTP developers in assessing system priorities, strengthen CTP/MTP products to further PEL objectives, and expand PDN to include Systems Planning.
  - Regional Planning Enhancement Elements include: develop a regional transportation planning/land use guidance document framework, develop a Project Proposal Screening Tool framework, update draft CTP/MTP Project Delivery Best Practices Checklist to capture PEL opportunity, enhance regional planning process refinements for PEL opportunity, and develop Systems Planning PDN. More information was presented for each element and can be found in the presentation that has been disseminated.
- Phil Conrad stated that the MTP is a federal requirement and asked if FHWA is involved in this process? Alena responded that, yes, they have been engaged as an external stakeholder, specifically on the PEL items. Mark added that quarterly meetings involve FHWA.

**4. STIP Update / NCDOT Financial Status Impacts** – Leigh Wing gave the following update:

- Leigh used the same presentation that Joey Hopkins gave to BOT at their meeting on February 2nd.
- 2024-2033 Update:
  - The department chose to halt P6 because there was no chance for any new projects to be funded. Over past several months, work with workgroup has been ongoing to determine the approach to build the 2024-2033 STIP.
  - P6 Funding Availability before IIJA – \$11.7B over programmed.
  - P6 Funding Availability after IIJA - \$8B over programmed.
  - Leigh reviewed the overall goals of the P6 Workgroup, which include: develop a trustworthy and dependable STIP, produce a 24-33 STIP using current STIP project list with transparency, have an opportunity to fund new projects in P7, and ensure the process is grounded in state and federal requirements.
  - Leigh reviewed the decisions that have been made so far, including Workgroup consensus, and BOT consensus. Decisions include utilizing the traditional STIP development method, defining a delivery project to be anything let in FY 2026 or before, has grants awarded, or ROW underway, and agreeing to use the P3-P4-P5 approach with flexibility.
  - Budget expended by Delivery Projects – amount remaining after programming delivery projects. This is what is available for P3-P4-P5 Approach.
  - P3-P4-P5 Approach (approved by BOT) – Use highest scores from each cycle until each STI category budget is filled.
    - Start with projects committed P3 – sort projects by highest score,
    - Program projects until available funding runs out,
    - If funding remains available, repeat process for projects committed in P4, then P5.

- Flexibility Option:
  - NCDOT will allow flexibility once the Preliminary Draft 2024-2033 STIP is programmed. Project schedules can be swapped, and projects that aren't selected for funding can be swapped with projects selected for funding. Leigh reviewed some parameters for this Flexibility Option.
- Project Prioritization Status – the workgroup recommended the 5-year line: ROW and/or CON dates by FY 28 would be deemed as a delivery project. Any project after the 5-year line would be subject to re-prioritization in the next cycle. This was presented to the BOT, but the BOT was not ready to have a consensus on this yet. The BOT would like to know how much funding will be tied up with drawing the line at year 5.
- Next Steps include: Begin developing preliminary draft 2024-2033 STIP, develop messaging, partner education in the spring, public involvement, STIP coordination meetings with MPOs and RPOs in mid-2022.
- Neil noted that there was an email from Jason Schronce regarding the BOT comments on the future budget and commitment decision. The workgroup should be involved in this, but the February workgroup meeting was cancelled. Will the workgroup be able to assist in this?
- Leigh responded that once the STIP Unit gets through the initial programming exercise and presents the info for the 5-year line, if the BOT comes back with something different, another workgroup meeting will be scheduled.
- Chris asked if it is the BOT expectation that the workgroup would be involved in the process to provide additional information about the commitment line?
- Leigh stated that they have received a recommendation from the workgroup. If something different is requested, this will go back to the workgroup.
- Jordan Reedy asked if there have been any conversations about applying qualitative points on P6.0 submitted projects? It is understood that the focus is intended to be put on the P3/P4/P5 projects, but his TAC still has interest in the most recently submitted projects.
- Leigh responded that projects submitted in P6 will not be considered. These projects will have to be resubmitted in P7.
- Brian Horton asked when will the 3-4-5 draft list will come out and how much time will be given to recommend swaps?
- Leigh responded that the draft lists will come out in the spring and that several months will be given to recommend swaps. There is no specific timeline, but the Final STIP must be adopted in September 2023.
- Phil asked if the BOT will need to sign off on swap.
- Leigh responded that the person signing off will most likely be the Division Engineer.
- There was further discussion about the swap parameters.

**5. 2022 Conference Update** – Abby Lorenzo gave the following update:

- Registration for the 2022 Conference is live and the NCAMPO website has been updated.
- There is a new map showing hotels and conference locations.
- The Draft agenda is now on the website and a committee is working through review of the abstracts and coming up with the final schedule.
- Submitters will be informed by the end of February whether or not their session has been selected.
- The Mobile Tours have been scheduled.
- Early bird registration ends March 1st. Also look for hotels because April is peak season for Wilmington and rooms will fill up quickly.

**6. TPD Topics** - Jamal Alavi gave the following TPD updates:

- FY 23 SPR Call for Projects is out with a deadline of February 25th.
- TPD is trying to fill vacant positions. A new position, Process Improvement Engineer, will be finalized in the next few weeks.
- TPD is looking for feedback from the POs for improvements to the Statewide Travel Demand Model.

- TPD is working on regional Travel Demand Models and Jamal showed a map of the TDM regions.

Alena Cook gave the following updates:

- The department is developing content for Integration/PEL Training. Two (2) courses being developed: one for practitioners (transportation planners) and one for project development (users of products).
- The training will include six (6) modules: Introduction, Problem Statement/Identified Need, Alternatives Analysis, Community Impact Assessment, Indirect and Cumulative Effects, and Interagency Coordination Protocol.
- Pilots are coming soon – Summer 2022
- Interagency Coordination Protocol Purpose: Describe best practices for coordination and data sharing between long range planners and other agencies during long range transportation plan development (CTP/MTP).
- TPD is developing a Strategic Plan to establish, document, and help communicate TPD's mission, values, goals and objectives. Development of the Strategic Plan will be starting soon.
  - Partner and stakeholder engagement is a top focus of this plan.
  - The Scope of Work is currently being developed with Kittelson & Assoc., Inc.

James Upchurch gave the following updates:

- CTP 2.0 has changed to CTP Process Improvement.
- Work in 2022 will include:
  - Auto generation of highway project sheets. They are working on auto generating bike/ped project sheets as well.
  - Migrating all GIS work to ArcPro with a training for NCDOT scheduled.
  - Identifying locations for potential enhanced intersections by using analysis.
  - NC Planning GeoDatabase – requested by CTP 2.0 committee.
- Dale McKeel asked if with the count program, are you considering enhancing the existing program by collecting speed and vehicle data (truck percentage, etc)? MPOs are currently collecting this data and it seems like there is duplication of effort.
- James responded that there are no indications that they are going to stop collecting this data, but the department should look into coordination of efforts.
- Multiple participants asked if the ArcPro course will be available for Non-NCDOT partners?
- James will check on this.

#### 7. FHWA Update - George Hoops gave the following update:

- Census – FHWA anticipates that the urbanized areas could be delayed by 6 months to a year.
- IIJA – FHWA's website (<https://www.fhwa.dot.gov/bipartisan-infrastructure-law/>) has been updated as a one stop shop to see all available funding. FHWA is trying to develop guidance and webinars for BIL.
- Continuing resolution until Feb. 18th. This week the House passed a CR and are working toward reconciliation with the Senate. It looks like it will only be through March 11th and will be 2021 spending levels.
- EV Charging Stations – US DOT and Dept. of Energy – new national electric vehicle infrastructure – NEVI – formula program. This is to help build out charging infrastructure. For more information, visit [www.Driveelectric.gov](http://www.Driveelectric.gov).
- Voter Access – President signed an Executive Order promoting access to voting. FHWA has been charged with seeking feedback on traffic operations issues on election days.
- RAISE Grant – Due April 14, 2022. Debriefs from past applications are still being scheduled.

#### 8. NCARPO Update – No update

## 9. Other Business

- Local Land Use Development Policies
  - Gretchen Vetter and Eliud De Jesus asked the POs if it would be helpful to have a database of local land use development policies. Wilmington is seeing a lot of projects that are being requested directly adjacent to new development. One idea is the creation of a best practices or resource guidebook to share with local jurisdictions to show what they can do to require transportation infrastructure improvements as part of development.
  - Tristen thinks this is a great question to pursue and work on across the state.
  - Gretchen asked if this could be on the next NCAMPO meeting agenda.
- 2023 NCAMPO Conference
  - Eliud asked if there are any MPOs available to host in 2023? If not, they will continue the process to host.
  - Mike noted that we've already paid the Greenville Convention Center a deposit of \$5,000. We would need to see if we would be able to get this back if the location is changed.
  - Chris added that we would also need to talk to Housman and Associates. They could put out a bid for host locations.
  - This may need to be an agenda item for the next NCAMPO meeting.
- Compensation Study
  - Mike stated that WMPO has hired a firm to assist in a compensation study for WMPO. They will be reaching out to TMA MPOs for information.

**10. Adjournment** – The meeting was adjourned at 4:02pm.

Respectfully Submitted,

Randi Gates, GCLMPO  
NCAMPO Secretary