

DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION DCHC MPO BOARD**May 11, 2016****MINUTES OF MEETING**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization DCHC MPO Board met on May 11, 2016, at 9:00 a.m. in the Committee Room, located on the second floor of Durham City Hall. The following people were in attendance:

Steve Schewel (DCHC MPO Board Chair)	City of Durham
Damon Seils (DCHC MPO Board Vice Chair)	Town of Carrboro
Don Moffitt (Member)	City of Durham
Ellen Reckhow (Member)	Durham County
Pam Hemminger (Member)	Town of Chapel Hill
Brian J. Lowen (Member)	Town of Hillsborough
Lydia Lavelle (Alternate)	Town of Carrboro
Ed Harrison (Alternate)	Town of Chapel Hill
Jim G. Crawford (Member)	Chatham County
Barry Jacobs (Member)	Orange County
Joey Hopkins	NCDOT, Division 5
Patrick Wilson	NCDOT, Division 7
Jennifer Britt	NCDOT, Division 8
Patrick McDonough	GoTriangle
Geoff Green	GoTriangle
Eddie Dancausse	Federal Highway Administration
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Felix Nwoko	DCHC MPO
Dale McKeel	DCHC MPO
Brian Rhodes	DCHC MPO
Max Bushell	Orange County
David Keilson	NCDOT, Division 5
Lauren Horsch	The Herald Sun
David Bonk	Town of Chapel Hill

Quorum Count: 8 of 11 Voting Members

Chair Steve Schewel called the meeting to order at 9:01 a.m. A roll call was performed. The Voting Members and Alternate Voting Members of the DCHC MPO Board were identified and are indicated above.

Chair Steve Schewel reminded everyone to sign-in using the sign-in sheet that was being circulated.

PRELIMINARIES:**Ethics Reminder**

Chair Steve Schewel read the Ethics Reminder for the DCHC MPO Board members and asked Board members if there were any known conflicts of interest with respect to matters coming before the Board and requested that if there were any identified during the meeting for them to be announced.

Adjustments to the Agenda

Chair Steve Schewel asked if there were any adjustments to the agenda. Felix Nwoko stated that there is a summary of funding that comes to the DCHC MPO, which is associated with item #9 as additional information, along with several other agenda attachments. Additional funding information will be provided if asked at the next DCHC MPO Board meeting.

Public Comments

Chair Steve Schewel asked if there were any members of the public signed up to speak. There were no members of the public signed up to speak during the meeting.

Directives to Staff

The Directives to Staff were included in the agenda packet for review.

Ellen Reckhow thanked the MPO Staff for adding the request to convey the information about Trenton Road area's flooding to NCDOT Division 5 and City of Durham Stormwater. The request is from the April 2016 Board meeting. However, she stated another task is to follow-up and find out if there is any remediation that can be done for this site, and if so, what that remediation might be.

CONSENT AGENDA:**6. Approval of April 13, 2016 Meetings Minutes**

Chair Steve Schewel asked if there were any comments on the April 13, 2016, Board meeting minutes. There were no comments. Chair Steve Schewel asked for a motion to approve April 13, 2016, Board meeting

minutes. A motion was made by Ellen Reckhow and seconded by Don Moffitt to approve the consent agenda. The motion carried unanimously.

Don Moffitt requested the DCHC MPO Board to acknowledge that the legislators are in the process of unwinding the state budget cap for light rail projects in North Carolina. Ellen Reckhow stated John A. Torbett, NC Representative, was excellent with his comments on House Bill 988. With House Bill 988, it will likely put the Durham-Orange Light Rail Transit (D-O LRT) project back into the state's transportation funding program.

ACTION ITEMS:

7. FFY16 Section 5307/5340 Full Apportionment Split Letter

Meg Scully, LPA Staff

Meg Scully provided an overview of Section 5307/5340 funds in the Split Letter and stated that the action today is to approve the distribution and endorse the attached FFY16 (Federal Fiscal Year) Full Apportionment Split Letter. Meg Scully stated the federal fiscal year starts October 1st.

Meg Scully said the funds are released in late spring 2016 and the Split Letter must be approved by the DCHC MPO Board to authorize the transit operators to seek applications for funding.

Vice Chair Damon Seils questioned if the conversation was different from the previous funding decision on the split letter process, the distributions to various agencies, and criteria. Meg Scully said the Split Letter formula is based on the FTA formula used to allocate funds to the MPO.

Chair Steve Schewel wanted to know the differences between the fund codes and two split letters on the agenda. Meg Scully gave an overview of the fund codes for the split letter of sections 5307 (Urbanized Area Formula Program), 5339 (Buses and Bus Facilities Program), and 5340 (The Growing States and High Density State Formula). Chair Steve Schewel asked if the FFY2015 over. Meg Scully stated yes, but the funds are available through the year of apportionment, plus additional years depending on the program. The MPO sub allocates the 5339 funds every other year per the program management plan because the amount received each year is quite small.

A motion was made by Vice Chair Damon Seils to approve the distribution and endorse the Split Letter.

Ellen Reckhow seconded the motion. The motion carried unanimously.

8 FFY15 and FFY16 Section 5339 Full Apportionment Split Letter

Meg Scully, LPA Staff

Meg Scully provided an overview of the Section 5339 Buses and Bus Facilities Program (49 U.S.C. 5339), along with an attachment. The Section 5339 program makes Federal resources available to States, and is designated to replace, rehabilitate, and purchase buses and bus-related equipment, and facilities. As designated recipients of the 5339 funds of the Durham UZA, the DCHC MPO may allocate funds to fixed route operators. The Split Letter, as developed by the LPA staff in conjunction with fixed-route operators, defines the intended allocation for FFY15 and FFY16. She stated that in FFY15, the Section 5339 program was under the Moving Ahead for Progress for the 21st Century (MAP-21) Act. Within the MAP-21, the MPO as the designated recipient had to apply and manage all the grants for the agencies. As of FFY16, the formula grant program is under the Fixing America's Surface Transportation (FAST) Act which allows sub-recipients to manage their own grants. The action today is to approve the FFY15 and FFY16 Section 5339 distribution and endorse the Full Apportionment Split Letter.

A motion was made by Pam Hemminger to approve the distribution and endorse the Split Letter. The motion was seconded by Vice Chair Damon Seils. The motion carried unanimously.

9. SPOT P4.0 Project Evaluation Results & Next Steps

Andy Henry, LPA Staff

Andy Henry provided a presentation of the SPOT P4.0 Project Evaluation Results & Next Steps and the tentative schedule for allocation of Local Input Points, along with an attachment. The action for today is to review and release the preliminary draft Local Input Point Assignment for Regional Projects Impact Category projects for public review and comment period as shown in the attachment. In June 2016, the DCHC MPO Board will have the option to approve the assignment of the Local Input Points to Regional projects, and MPO Staff will submit it to NCDOT.

117 Andy Henry stated the MPO Staff has drafted the recommendations of the Local Input Point Assignment
118 for Regional Impact category projects, which are included as an agenda attachment. He stated per Lindsay
119 Smart, the DCHC MPO website has additional information on the projects in a spreadsheet form. Andy Henry
120 stated the Statewide Mobility includes highway projects, mostly on Interstates and the National Highway
121 System such as I-40, US 15/501, NC 147, commercial service airports such as the Raleigh-Durham International
122 Airport (RDU), and major freight rail corridors such as the NC Railroad. He stated the Regional Impact includes
123 Statewide Mobility projects and adds highway projects on the other NC and US routes such as NC 54, US 501,
124 public bus and rail transit that crosses county lines such as D-O LRT, and Triangle Transit bus service. Also, the
125 Division Needs includes Statewide Mobility, Regional Impact, and adds other state roads such as Fayetteville
126 Road, federally funded municipal roads as the portions of Martin Luther King Jr., and other public transit such as
127 DATA and Chapel Hill Transit, and bicycle and pedestrian projects.

128 Andy Henry stated 40 percent of the funding is allocated to the Statewide Mobility category for
129 competition statewide based fully on a quantitative analysis. He stated that 30 percent of the funding is
130 allocated to the Regional Impact projects. Those projects compete based on a quantitative analysis (70 percent)
131 and local input points from MPOs, Rural Planning Organizations, and NCDOT Highway Division Engineers (30
132 percent). Andy Henry stated that 30 percent of the funding is allocated to the Division Needs projects, which
133 compete based on a quantitative analysis (50 percent) and local input from MPOs, Rural Planning Organizations,
134 and NCDOT Highway Division Engineers (50 percent). The Local Input Point Assignment for the Regional Impact
135 category projects must be assigned and submitted to NCDOT by July 29, 2016.

136 Andy Henry explained the Methodology for the SPOT P4.0 Project Selection Process. The Methodology
137 details how the DCHC MPO Board will conduct their next steps in SPOT P4.0 evaluation process. He stated the
138 Methodology states that for the MPO's 1,800 Regional Impact Category Local Input Points. He stated the
139 Methodology has been structured to reflect the funding goals of the MPO's adopted MTP and the number of
140 eligible Regional Impact Category projects in each mode.

141 Andy Henry that stated the MPO Staff will have a meeting with other interested agencies to consolidate
142 the information on transit in the Highway 54 corridor.

143 Chair Steve Schewel asked if the DCHC MPO Board point count as much as the raw scores from SPOT.
144 Andy Henry stated the points are 15 percent of the score and the raw scores are worth 70 percent.

145 Andy Henry stated a toll study is underway for the Research Triangle area with funding and where to
146 start. Don Moffitt requested a discussion be added to the agenda on toll roads. The MPO Board agreed.

147 James G. Crawford asked about funding for two Chatham County projects, especially the O'Kelly Chapel
148 Hill Road intersection project. Andy Henry stated that the project will cascade down to the Divisions Needs
149 category and MPO Staff will come back with recommendations for that category.

150 Andy Henry stated that the DCHC MPO Board could meet after NCDOT Divisions, NCAMPO, and
151 Greensboro review the points, which would allow the DCHC MPO Board to move their points. Andy Henry
152 stated that a July 2016 DCHC MPO Board meeting is unlikely to be needed since there are so many points
153 already assigned to projects below the funding line. Chair Steve Schewel requested the MPO Staff to contact
154 the DCHC MPO Board members if a July 2016 meeting is needed.

155 A motion was made by Vice Chair Damon Seils to release the preliminary draft Local Input Point
156 Assignment for Regional Projects Impact Category projects for a public review and comment period, and was
157 seconded by Don Moffitt. The motion carried unanimously.

158 Andy Henry will provide the MPO Board members a copy the presentation.

159 **10. Proposed Draft Amendment #3 to FY2016-2025 TIP**

160 Meg Scully, LPA Staff

161
162 Meg Scully reported that the proposed draft Amendment #3 to the DCHC MPO's FY2016-2025 TIP
163 cancels projects, amends projects, and adds new projects to the DCHC MPO TIP, as shown in the attachments.
164 The action today is to review and release proposed draft amendment #3 for a public review and comment
165 period. Meg Scully stated that there are two attachments to the agenda item, which include a four-page
166 summary report of the changes and a full amendment report that shows the current original TIP projects and

the proposed version of each project that is requested. The proposed draft Amendment #3 serves to align the DCHC MPO TIP with the changes that have been made to the NCDOT STIP projects. The proposed draft amendment #3 also includes project amendment requests that the DCHC MPO LPA staff has received from DCHC MPO member jurisdictions and agencies. She stated an additional request will be added to the list from GoTriangle. The full amended report is also available through the MPO's online database, using this link: bitly.com/tipamendments.

Vice Chair Damon Seils asked about four specific projects for Carrboro. He questioned why three of the four projects that are requested either by NCDOT or by DCHC MPO were described as a delay in the report. Meg Scully stated that she assumed these project schedule changes were requested by Carrboro staff and suggest that he should check with Carrboro staff for details. David Bonk stated that a shift of the fiscal year does not mean there is an actual fiscal year delay for the project.

A motion was made by Ellen Reckhow to review and release the proposed draft Amendment #3 for a public review and comment period and was seconded by James G. Crawford. The motion carried unanimously.

11. Goals/Objectives/Performance Measures

Andy Henry, LPA Staff

Andy Henry provided updates to the DCHC MPO Board on the Goals, Objectives and Performance Measures. Attachments were provided with the final survey results, final compilation of comments, and two revised attachments. He stated there were no changes in the draft Goals, Objectives and Performance Measures shown in the attachments. Also, he stated DCHC MPO LPA staff continues to work with CAMPO and local planners from the DCHC MPO member jurisdictions to identify the draft Performance Measures. Staff will present a draft of the Performance Measures with some changes during a later DCHC MPO Board meeting.

This was an update and there was no action or motion required for this agenda item.

REPORTS:

12. Report from the DCHC MPO Board Chair

Steve Schewel, DCHC MPO Board Chair

There was no additional report from the DCHC MPO Board Chair.

13. Report from the DCHC MPO Technical Committee Chair

David Bonk, DCHC MPO TC Chair

David Bonk stated there will be a public informational meeting on June 16, 2016, for the Culbreth

Road/Mt Carmel Church Road roundabout at Culbreth Middle School. The meeting for officials opens at 2:00 p.m. and the public meeting opens at 4:00 p.m.

14. Reports from LPA Staff

Felix Nwoko, LPA Staff

The Report from the LPA Staff is attached for review. Felix Nwoko stated that the LPA Staff will attend the NCAMPO 2016 Conference on May 11-13, 2016, in Greensboro, N.C. Ellen Reckhow suggested the MPO Board members should attend NCAMPO conferences sometime to do networking. Felix Nwoko mentioned the 2017 and 2018 NCAMPO conferences will be held in New Bern, N.C., and Jacksonville, N.C. Several Board members suggested that the DCHC MPO host a future NCAMPO conference.

15. NCDOT Reports:

David Keilson, NCDOT Division 5, stated the NCDOT public comment period for the SPOT Prioritization Process is from June 20 – July 22, 2016. The public hearing will be held on June 30, 2016, at the NCDOT Division 5 Office from 5:00 p.m. to 7:00 p.m. During the process, the point assignments will be coordinated with staff. Ed Harrison asked if David Keilson is the division planning engineer; he stated yes. For more public participation, Pam Hemminger suggested having public meetings that are not scheduled too close to a big holiday. David Keilson will take the suggestion into consideration when scheduling the next meeting.

Patrick Wilson, NCDOT Division 7, stated that he provided the DCHC MPO Board with the update on the Bennett Road and Mount Carmel Church project. There was no further discussion or questions about the project update. Patrick Wilson mentioned that five hard copies of his three presentations on Orange County projects were available. Pam Hemminger heard the presentation and would like it presented in the fall in Chapel Hill.

Also, Patrick Wilson stated a meeting on SPOT point assignment will be held on June 20, 2016, in their Greensboro office from 5:00 p.m. to 7:00 p.m.

Jennifer Britt, NCDOT Division 8, stated there is no report beyond that in the attachments. She stated Lystra Road is on schedule, and the completion date for the road is June 17, 2016. Also, the pipe will be installed next week for the road.

Julie Bollinger. There was no report from the NCDOT Transportation Planning Branch.

Kelly Becker. There was no report from the NCDOT Traffic Operations.

INFORMATIONAL ITEMS:

16. Recent News, Articles, and Updates

All handouts are available on the website.

Don Moffitt and Meg Scully discussed providing a DCHC MPO training session for the new Board members. She stated that staff will notify Lindsay Smart, who is the responsible staff person, about this request.

ADJOURNMENT:

There being no further business before the DCHC MPO Board, the meeting was adjourned at 10:15 a.m.