

DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING

ORGANIZATION BOARD

March 26, 2024

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board met on March 26, 2024, at 9:00 a.m. in the Long Leaf Conference Room located at Central Pines Regional Council. The following people were in attendance:

Karen Howard (MPO Board Chair)	Chatham County
Jamezetta Bedford (Member)	Orange County
Carl Rist (Member)	City of Durham
Melissa McCullough (Member)	Town of Chapel Hill
Wendy Jacobs (Member)	Durham County
Michael Parker (Member)	GoTriangle
Danny Nowell (Member)	Town of Carrboro
Mark Bell (Member)	Town of Hillsborough
Matthews Hughes (Alternate)	Town of Hillsborough
Camille Berry (Alternate)	Town of Chapel Hill
Lisa Mathis (Alternate)	NC Board of Transportation
Amy Fowler (Alternate)*	Orange County
Nida Allam (Alternate)*	Durham County
Nishith Trivedi (TC Chair)	Orange County
Ellen Beckmann (TC Vice Chair)	Durham County
Tracy Parrott	NCDOT, Division 5
Stephen Robinson*	NCDOT, Division 7
Nishant Shah	NCDOT, Division 7
Bryan Kluchar*	NCDOT, Division 8
Julie Bogle*	NCDOT, TPD
Thanh Schado*	Chatham County
Cameron Hagelaur*	Chatham County
Bergen Watterson*	Town of Chapel Hill
Tina Moon	Town of Carrboro
Nathan Ziegler*	Town of Carrboro
Matt Day	Central Pines Regional Council
Darlene Weaver*	Orange County
Erin Convery*	City of Durham
Eric Vitale	City of Durham
Meg Scully*	Go Triangle
Lindsay Smart*	City of Durham
Sean Egan*	City of Durham
Tasha Johnson*	City of Durham

45	Tom Devlin*	City of Durham
46	Ryan Eldridge*	Durham County
47	Curtis Scarpignato	Durham County
48	Matt Efird*	Town of Hillsborough
49	Paul Black*	GoTriangle
50	Derrick Lewis	NCDOT, Feasibility Studies
51	Jordan Powell*	VHB
52	Julie McClintock	Friends of Bolin Creek
53	Doug Plachcinski	DCHC MPO
54	Colleen McGue	DCHC MPO
55	Filmon Fishastion	DCHC MPO
56	Kelly Richard	DCHC MPO
57	Yanping Zhang	DCHC MPO
58	Jean Debnam	DCHC MPO
59	K. C. Chae	DCHC MPO
60	Monet Moore*	DCHC MPO
61	Cameron Schuler	DCHC MPO

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63 Quorum Count: 9 of 10 Voting Members
64 *Attended Virtually

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66
67 Chair Karen Howard called the meeting to order at 9:01 a.m. Doug Plachcinski
68 called the Voting Members and Alternate Voting Members of the DCHC MPO Board as
69 indicated above.

70 **PRELIMINARIES:**

71 **Ethics Reminder**

72 Chair Karen Howard reminded the members of the Ethics reminder and asked
73 the Board if there were any conflicts. There were none identified by the Board
74 Members.

75 **Adjustments to the Agenda**

76 Doug Plachcinski reported the Triangle Regional Transit presentation (Item 24-
77 145) would be moved to the April Board Meeting.

78

79 **Public Comments**

80 Chair Karen Howard asked for public comments. There were no public
81 comments.

82 **CONSENT AGENDA:**

83 **2. Approval of the February 27, 2024, Board Meeting Minutes**
84 **Jean Debnam, MPO Staff**

85 **3. Annual Ethics Reminder**
86 **Jean Debnam, MPO Staff**

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88 Chair Karen Howard moved to approve the Consent Agenda. Michael Parker
89 seconded the motion. The motion passed unanimously.

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91 **REPORT:4. Triangle Regional Transit Survey 2023**
92 **Alpesh Patel, Cambridge Studies, Consultant**
93 **Ann Steedly, Planning Communities, Consultant**

94
95 *This Item was moved to the April 26, Board Meeting.*

96
97 **ACTION ITEMS:**

98 **5. Amendment #2 to the FY2024-2033 Transportation Improvement Program**
99 **Filmon Fishastion, MPO Staff**

100 Filmon Fishastion gave several highlights of the amendment. Mr. Fishastion
101 gave the latest updates on several projects and highlighted two projects that were
102 requested for approval since the previous Technical Committee meeting: HV-0001 and
103 ER-5600.

104 Mark Bell made a motion to release Amendment #2 for public comment. Wendy
105 Jacobs seconded the motion. The motion passed unanimously.

106
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108 **6. FY2025 Call for Projects Recommendation & Release for Public Comment**
109 **Filmon Fishastion, MPO Staff**

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111 Filmon Fishastion gave the background and highlighted the changes that
112 were made to the Federal Funding Policy. Changes included an increase to the

113 minimum project cost and estimations and modifications to the scoring rubric. Filmon
114 made note that the RFF is separate from the SPOT process. He gave the schedule
115 and a summary of all projects submitted and discussed new projects.

116 Wendy Jacobs asked if we could have a column for historical context for the
117 existing projects. Danny Nowell suggested releasing Phases 3 and 4 of Bolin Creek
118 Greenway instead of Phase 2 which is a lower scoring more expensive project.
119 Filmon explained the process of annual funding. Doug Plachcinski suggested we could
120 confer with the town to make the change for the public comment period. Michael
121 Parker asked for the criteria for who can apply for funding. Filmon directed him to the
122 MPO Federal Funding Policy for the criterion. Carl Rist asked the Board when they
123 planned to revisit the 2021 decision regarding the 65% cap of total funds for each
124 jurisdiction. Doug Plachcinski gave two immediate ways to go about changing the
125 funding: alter the structure of the policy, or as money is spent and projects are
126 obligated from the TIP, the amount of funding available increases. Melissa
127 McCullough made a motion to release scenario one as the proposed projects to be
128 funded through the FY2025 Call for Projects for a 21-day public comment period. Mark
129 Bell seconded the motion. The motion passed unanimously.

130 131 **7. FY2025 Unified Planning Work Program (UPWP)**

132 **Doug Plachcinski, AICP, CFM DCHC MPO Executive Director**
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134 Doug Plachcinski provided some highlights of the Draft Fiscal Year 2025 UPWP,
135 and a brief discussion of how the MPO has made an effort to improve how we deliver
136 locally sponsored projects. He named the strategic and financial plans for the MPO, as
137 well as the Special Studies and MPO Managed UPWP Planning Studies and outlined
138 the timeline for the UPWP.

139 Carl Rist said The City of Durham is trying to retain talent and regarding the
140 financial plan for the UPWP that it would benefit their organization to know what their
141 local match is prior to their budget preparation to factor in their member contribution
142 since their contribution is 58% of the total local match.

143 Camille Berry stated their organization is facing the same challenge as they try to
144 maintain talent and stay within their budget. Mrs. Berry also asked for an explanation of

the budget increase. Doug explained that the largest increase was attributed to the move of the MPO from the City of Durham to Central Pines Regional Council where the City of Durham had not requested full reimbursement of indirect or overhead costs for expenses. He explained that Central Pines Regional Council has a set fringe rate applied to the salaries that were more than what the City of Durham was requesting. Other expenses, like technology, HR, and benefits administration are included in these rates. He explained the calculation of the fringe rate and overhead rate and stated the final projection is more than 40%. Mr. Plachcinski said he would provide a spreadsheet with this information.

After further discussion, Michael Parker made a motion to approve the FY2025 UPWP. The motion was seconded by Wendy Jacobs. The motion passed unanimously.

INFORMATIONAL ITEMS:

8. Status Report on Locally Administered Projects (LAP)

Colleen McGue, MPO Staff

Colleen McGue gave an introduction to the LAP Program and an explanation of what this program entails for the new members. Colleen provided an overview of the locally administered projects and a status update on the overall program in the MPO area. Mrs. McGue discussed the typical project delivery steps and listed some of the federal funding sources. Colleen said there were 43 total projects in various stages and gave the totals for each municipality. Mrs. McGue mentioned that the new study funded in the FY 2025 UPWP will be a local project delivery initiative and will identify improvements to the current federal funding policy to improve project delivery.

9. NCDOT Express Designs

Derrick Lewis, NCDOT Feasibility Studies Unit Head

Derrick Lewis gave a very detailed overview of the project scoping process and a detailed definition of an express design evaluation (EDE), the express design traffic evaluation (EDTE), and why they are important.

Chair Karen Howard asked if this was a new process. Derrick Lewis gave a detailed history of the feasibility study and explained how this process derived from it but answered yes to this study being new. Chair Howard asked if there was somewhere in the process that the MPO could input their values. Derrick explained it would be difficult because of the way the design is set up.

REPORTS:

10. Report from Board Chair

Karen Howard, DCHC MPO Board Chair

There was no report from the Chair.

11. Report from the Technical Committee Chair

Nishith Trivedi, TC Chair

The was no report from the TC Chair.

12. Report from MPO Staff

Doug Plachcinski, AICP, CFM, DCHC MPO Executive Director

Doug Plachcinski introduced Cameron Schuler as the new MPO Staff member.

13. NCDOT Reports

Lisa Mathis, NC Board of Transportation

Lisa Mathis reported on several past and present events hosted by NCDOT, including NC Booze-It or Loose-It; Technical Training Series for Small Business Contractors through DBA Business Outreach in the Fall; NC Traffic Safety Conference www.ncvisionzero.org; and the 2024 NC Transportation Summit to be held May 20-21, 2024.

Brandon Jones (David Keilson, Tracy Parrott), Division 5 - NCDOT

Tracy Parrott stated work continues on Alston Ave. and shared that Division 5 has partnered with Wake Tech to offer a DBE outreach event on April 9th and was well attended Mr. Parrott also, shared that the NCDOT spring litter sweep will take place on April 13 – April 27, 2024.

Wright Archer (Chad Reimakoski, Stephen Robinson), Division 7 – NCDOT

Stephen Robinson*. No additional report.

Reuben Blakley (Bryan Kluchar), Division 8 – NCDOT

No additional report.

Julie Bogle, Transportation Planning Division – NCDOT

No additional report.

John Grant, Traffic Operations – NCDOT

Not present. No report.

Bryan Lopez (Interim) - Integrated Mobility Division -NCDOT

Not present. No report.

20. Recent News Articles and Updates

Chair Karen Howard referenced the recent news articles and updates attached to the agenda packet.

ADJOURNMENT:

There being no further business before the DCHC MPO Board, the meeting was adjourned at 11:21 a.m.