

1 **DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION DCHC MPO BOARD**

2 **May 11, 2016**

3  
4 **MINUTES OF MEETING**

5  
6 The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization DCHC MPO Board met on May  
7 11, 2016, at 9:00 a.m. in the Committee Room, located on the second floor of Durham City Hall. The  
8 following people were in attendance:

9		
10	Steve Schewel (DCHC MPO Board Chair)	City of Durham
11	Damon Seils (DCHC MPO Board Vice Chair)	Town of Carrboro
12	Don Moffitt (Member)	City of Durham
13	Ellen Reckhow (Member)	Durham County
14	Pam Hemminger (Member)	Town of Chapel Hill
15	Brian J. Lowen (Member)	Town of Hillsborough
16	Lydia Lavelle (Alternate)	Town of Carrboro
17	Ed Harrison (Alternate)	Town of Chapel Hill
18	Jim G. Crawford (Member)	Chatham County
19	Barry Jacobs (Member)	Orange County
20		
21		
22	Joey Hopkins	NCDOT, Division 5
23	Patrick Wilson	NCDOT, Division 7
24	Jennifer Britt	NCDOT, Division 8
25	Patrick McDonough	GoTriangle
26	Geoff Green	GoTriangle
27	Eddie Dancausse	Federal Highway Administration
28	Andy Henry	DCHC MPO
29	Meg Scully	DCHC MPO
30	Felix Nwoko	DCHC MPO
31	Dale McKeel	DCHC MPO
32	Brian Rhodes	DCHC MPO
33	Max Bushell	Orange County
34	David Keilson	NCDOT, Division 5
35	Lauren Horsch	The Herald Sun
36	David Bonk	Town of Chapel Hill
37		
38		
39	Quorum Count: 8 of 11 Voting Members	
40		
41	Chair Steve Schewel called the meeting to order at 9:01 a.m. A roll call was performed. The Voting	
42	Members and Alternate Voting Members of the DCHC MPO Board were identified and are indicated above.	
43	Chair Steve Schewel reminded everyone to sign-in using the sign-in sheet that was being circulated.	

44

**PRELIMINARIES:****Ethics Reminder**

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

**Adjustments to the Agenda**

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

**Public Comments**

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

**Directives to Staff**

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

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

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

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

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

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

73 **ACTION ITEMS:**

74 **7. FFY16 Section 5307/5340 Full Apportionment Split Letter**

75 Meg Scully, LPA Staff

76  
77 Meg Scully provided an overview of Section 5307/5340 funds in the Split Letter and stated that the  
78 action today is to approve the distribution and endorse the attached FFY16 (Federal Fiscal Year) Full  
79 Apportionment Split Letter. Meg Scully stated the federal fiscal year starts October 1st.

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

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

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

92 A motion was made by Vice Chair Damon Seils to approve the distribution and endorse the Split Letter.  
93 Ellen Reckhow seconded the motion. The motion carried unanimously.

94 **8 FFY15 and FFY16 Section 5339 Full Apportionment Split Letter**  
95 Meg Scully, LPA Staff

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

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

109 **9. SPOT P4.0 Project Evaluation Results & Next Steps**  
110 **Andy Henry, LPA Staff**

111 Andy Henry provided a presentation of the SPOT P4.0 Project Evaluation Results & Next Steps and the  
112 tentative schedule for allocation of Local Input Points, along with an attachment. The action for today is to  
113 review and release the preliminary draft Local Input Point Assignment for Regional Projects Impact Category  
114 projects for public review and comment period as shown in the attachment. In June 2016, the DCHC MPO  
115 Board will have the option to approve the assignment of the Local Input Points to Regional projects, and MPO  
116 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

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

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

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

#### 180 11. Goals/Objectives/Performance Measures

181 Andy Henry, LPA Staff

182  
183 Andy Henry provided updates to the DCHC MPO Board on the Goals, Objectives and Performance  
184 Measures. Attachments were provided with the final survey results, final compilation of comments, and two  
185 revised attachments. He stated there were no changes in the draft Goals, Objectives and Performance  
186 Measures shown in the attachments. Also, he stated DCHC MPO LPA staff continues to work with CAMPO and  
187 local planners from the DCHC MPO member jurisdictions to identify the draft Performance Measures. Staff will  
188 present a draft of the Performance Measures with some changes during a later DCHC MPO Board meeting.

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

#### 190 **REPORTS:**

#### 191 **12. Report from the DCHC MPO Board Chair**

192 **Steve Schewel, DCHC MPO Board Chair**

193

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

195 **13. Report from the DCHC MPO Technical Committee Chair**

196 **David Bonk, DCHC MPO TC Chair**

197  
198 David Bonk stated there will be a public informational meeting on June 16, 2016, for the Culbreth  
199 Road/Mt Carmel Church Road roundabout at Culbreth Middle School. The meeting for officials opens at 2:00  
200 p.m. and the public meeting opens at 4:00 p.m.

201 **14. Reports from LPA Staff**

202 **Felix Nwoko, LPA Staff**

203  
204 The Report from the LPA Staff is attached for review. Felix Nwoko stated that the LPA Staff will attend  
205 the NCAMPO 2016 Conference on May 11-13, 2016, in Greensboro, N.C. Ellen Reckhow suggested the MPO  
206 Board members should attend NCAMPO conferences sometime to do networking. Felix Nwoko mentioned the  
207 2017 and 2018 NCAMPO conferences will be held in New Bern, N.C., and Jacksonville, N.C. Several Board  
208 members suggested that the DCHC MPO host a future NCAMPO conference.

209 **15. NCDOT Reports:**

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

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



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

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

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

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

227 **INFORMATIONAL ITEMS:**

228 **16. Recent News, Articles, and Updates**

229 All handouts are available on the website.

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

232 **ADJOURNMENT:**

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