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**DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COMMITTEE**

April 29, 2020

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on April 29, 2020, at 9:00 a.m. was held remotely via Webex due to the Covid-19 pandemic. The following people were in online attendance:

Nish Trivedi (Chair)	Orange County Planning
Ellen Beckmann (Vice Chair)	City of Durham
Evan Tenenbaum (Member)	City of Durham
Tasha Johnson (Member)	City of Durham Planning
Bergen Watterson (Member)	Chapel Hill Planning
Jomar Pastorelle (Member)	Chapel Hill Planning
Kumar Neppalli (Member)	Chapel Hill Engineering
Tina Moon (Member)	Carrboro Planning
Zach Hallock (Member)	Carrboro Planning
Margaret Hauth (Member)	Hillsborough
Scott Whiteman (Member)	Durham County Planning
Tom Altieri (Member)	Orange County Planning
Theo Letman (Member)	Orange Public Transportation
Chance Mullis (Member)	Chatham County
John Hodges-Copple (Member)	Triangle J Council of Governments
Julie Bogle (Member)	NCDOT TPD
John Grant (Member)	NCDOT Traffic Operations
Jay Heikes (Member)	GoTriangle
Kurt Stolka (Member)	University of North Carolina
Matt Cecil (Alternate)	Chapel Hill Transit/Planning
Bill Judge (Alternate)	City of Durham
David Keilson (Alternate)	NCDOT, Division 5
Stephen Robinson (Alternate)	NCDOT, Division 7
Bryan Kluchar (Alternate)	NCDOT, Division 8
Meg Scully (Alternate)	GoTriangle
Felix Nwoko	DCHC MPO
Brian Rhodes	DCHC MPO
Aaron Cain	DCHC MPO
Anne Phillips	DCHC MPO
Andy Henry	DCHC MPO
Robert Jahn	DCHC MPO
Casey Chae	DCHC MPO
Dale McKeel	DCHC MPO/City of Durham
Sean Egan	City of Durham

46 Quorum Count: 23 of 31 Voting Members

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49 Chair Nish Trivedi called the meeting to order at 9:00 a.m. A roll call was performed. The Voting
50 Members and Alternate Voting Members of the DCHC MPO Technical Committee (TC) were identified and
51 are indicated above. Robert Jahn called rollcall and reviewed the chat feature for attendance. Aaron Cain
52 stated that, per TC bylaws, if a member does not vote while present, then it will be counted as a 'yes' vote.

53 **PRELIMINARIES:**

54 **2. Adjustments to the Agenda**

55 There were no adjustments to the agenda.

56 **3. Public Comments**

57 There were no comments from the public.

58 **CONSENT AGENDA:**

59 **4. Approval of February 26, 2020, Meeting Minutes**

60 There was no discussion of the Consent Agenda.

61 Kumar Neppalli made a motion to approve the Consent Agenda. Margaret Hauth seconded the
62 motion. The motion passed unanimously.

63 **ACTION ITEMS:**

64 **5. Draft FY21 Durham and Orange Work Plans**

65 **Aaron Cain, LPA Staff**

66 Aaron Cain stated that the Durham and Orange Staff Working Groups (SWG) released the Draft
67 FY21 Work Plans for public comment on April 15, 2020, and public comment will be taken through May
68 22, 2020. Aaron Cain added that MPO staff will be presenting to the Durham County Board of
69 Commissioners on May 4, the MPO Board on May 13, and the Orange County Board of Commissioners is
70 tentatively scheduled for May 19. Aaron Cain added that the Durham County Board of Commissioners
71 has already provided some comments.

72 Aaron Cain and Bergen Watterson discussed that the work plans include projections for the loss
 73 of transit tax revenue related to COVID-19

74 **6. Material Changes to the 2017 Durham County Transit Plan**
 75 **Aaron Cain, LPA Staff**

76 Aaron Cain stated that the DCHC MPO, Durham Board of County Commissioners, and GoTriangle
 77 adopted the Durham County Transit Plan (Transit Plan) in April 2017. Aaron Cain added that expenditure
 78 increases of more than \$500,000 on bus services are considered as material changes and must be
 79 approved by all three governing boards per the interlocal agreement (ILA) between those three bodies
 80 that govern the Transit Plan. The projects that are deemed to be material changes are: Transit Emphasis
 81 Corridors (TECs) for Fayetteville Street, Chapel Hill Road, and Holloway Street, bus stop access
 82 improvements, bus speed and reliability improvements, and electric vehicle acquisitions.

83 Chair Nish Trivedi and Aaron Cain discussed that the Durham County Board of Commissioners
 84 will receive a presentation on May 4 and will vote on the material changes on May 11. Aaron Cain added
 85 that the MPO Board will also receive the presentation on May 13.

86 Scott Whiteman made a motion to recommend adoption of the resolution to approve the
 87 material changes described in the attached memo. Jay Heikes seconded the motion. The motion passed
 88 unanimously.

89 **7. FFY20 Section 5307/5340 FULL Apportionment Split Letter**
 90 **Felix Nwoko, LPA Staff**

91 Felix Nwoko stated that Section 5307/5340 funds are allocated to urbanized areas for transit
 92 capital and operating assistance, and for transportation-related planning. Felix Nwoko continued that
 93 the DCHC MPO full apportionment for FFY20 for each program was released by the Federal Transit
 94 Administration (FTA), and the LPA staff, in consultation with the four fixed-route transit operators and
 95 MPO policy, developed a recommended distribution of this funding. Felix Nwoko continued that a split

96 letter to FTA regarding the allocation of these funds among transit operators must be approved by the
 97 MPO Board to authorize the transit operators to seek applications for funding.

98 Vice Chair Ellen Beckman made a motion to approve the distribution and endorse the attached
 99 FFY20 full apportionment split letter. Kumar Neppalli seconded the motion. The motion passed
 100 unanimously.

101 **8. FFY20 Section COVID-19 CARES ACT 5307/5340 FULL Apportionment Split Letter**
 102 **Felix Nwoko, LPA Staff**

103 Felix Nwoko stated that, as part of the COVID-19 stimulus packet related to the Coronavirus Aid,
 104 Relief, and Economic Security (CARES) Act, FTA received funding under the Section 5307/5340 program,
 105 which is allocated to urbanized areas for transit capital and operating assistance and for transportation-
 106 related planning. Felix Nwoko added that the CARES funding differs from the traditional 5307 in that it
 107 does not require matching funds, expenses must be incurred on or after January 2020 and it does not have
 108 to be programmed in the TIP, but it requires Department of Labor (DOL) certification and all grant
 109 application procedure. Felix Nwoko stated that the DCHC MPO full apportionment for FFY20 for each
 110 program was released by the Federal Transit Administration (FTA), and the LPA staff, in consultation with
 111 the four fixed-route transit operators and MPO policy, developed a recommended distribution of this
 112 funding. Felix Nwoko stated that a split letter to FTA regarding the allocation of these funds among transit
 113 operators must be approved by the MPO Board to authorize the transit operators to seek applications for
 114 funding.

115 Vice Chair Ellen Beckmann made a motion to recommend that the MPO Board approve the
 116 distribution and endorse the attached FFY20 CARES Act full apportionment split letter. Zach Hallock
 117 seconded the motion. The motion passed unanimously.

118 **9. FFY19 and FFY20 Section 5339 Full Apportionment Split Letter**
 119 **Felix Nwoko, LPA Staff**

120 Felix Nwoko stated that the Section 5339 Buses and Bus Facilities program makes federal
 121 resources available to states and designated recipients to replace, rehabilitate, and purchase buses and
 122 related equipment, and to construct bus-related facilities. Felix Nwoko continued that the DCHC MPO is
 123 the designated recipient for the Durham urbanized area (UZA). Felix Nwoko added that section 5339
 124 formula funds are allocated to the urbanized areas (UZAs) based upon population, vehicle revenue miles,
 125 and passenger miles. Felix Nwoko stated that the Durham UZA was awarded \$1,003,117 in FFY2019 and
 126 \$1,054,941 in FFY2020, which totaled \$2,058,058. Felix Nwoko continued that the DCHC MPO, as
 127 designated recipient for the 5339 funds for the Durham UZA, may allocate funding to fixed-route
 128 operators. Felix Nwoko continued that the split letter, as developed by LPA staff in conjunction with fixed-
 129 route operators and according to MPO policy, defines the intended allocation for FFY19 and FFY20.

130 Kumar Neppalli made a motion to recommend the MPO Board approve the FFY19 and FFY20
 131 Section 5339 distribution and endorse the full apportionment split letter. Vice Chair Ellen Beckmann
 132 seconded the motion. The motion passed unanimously.

133 **10. Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Grant - FY19 and FY20**
 134 **Call for Projects**
 135 **Felix Nwoko, LPA Staff**

136 Felix Nwoko stated that the Section 5310 - Enhanced Mobility of Seniors and Individuals with
 137 Disabilities provides funds to improve mobility for seniors and individuals with disabilities by removing
 138 barriers to transportation services and expanding transportation mobility options. Felix Nwoko continued
 139 that the DCHC MPO is the designated recipient of these funds for the Durham urbanized area (UZA) and
 140 distributes the funds to eligible sub-recipients through a competitive selection process. Felix Nwoko added
 141 that a call for projects is conducted during even numbered years and includes funds from two fiscal years.
 142 Felix Nwoko stated that a total of \$529,150 was apportioned to the Durham UZA for FY2019 and FY2020
 143 and will be available for the 2020 call for projects.

144 **11. Report on FY21 TDM Grant Application Review**
 145 **Dale McKeel, LPA Staff**

146 Dale McKeel stated that, in January, Triangle J Council of Governments (TJCOG) received grant
147 applications for Triangle Transportation Demand Management (TDM) projects and programs for FY21. In
148 response to a question from Vice Chair Ellen Beckmann and Dale McKeel shared that although all of the
149 DHCH MPO area applicants were accepted, some budget adjustments were incorporated. Vice Chair Ellen
150 Beckmann and Dale McKeel further discussed that budgets were determined based on performance, need,
151 and number of people served. Dale McKeel added that there was not a significant amount of carryover
152 funding from the previous year. There was discussion about how COVID-19 may change teleworking habits
153 or other TDM situations. Dale McKeel added that the TDM Oversight Committee considered that situation
154 at their most recent meeting. Dale McKeel added that the final Triangle TDM Plan Update is scheduled to
155 be brought back to the TC in the upcoming months.

156 **12. Amendment #1 to the FY2020-2029 TIP**
157 **Anne Phillips, LPA Staff**

158 Anne Phillips stated that the DCHC MPO Board adopted the FY2020-2029 TIP on December 11,
159 2019. Anne Phillips continued that the Federal Highway Administration (FHWA) and the Federal Transit
160 Administration (FTA) reconciled the DCHC MPO TIP with the FY2020-2029 STIP in March 2020. Anne
161 Phillips discussed that additions and amendments to local projects that differ from the initially adopted
162 STIP, therefore, can now be added to the TIP. Anne Phillips added that this amendment adds these
163 projects to the TIP.

164 Vice Chair Ellen Beckmann discussed the high cost of some of the large highway project and how
165 their costs increase following their submittal in the Strategic Prioritization Office (SPOT) process. Aaron
166 Cain responded that the cost overruns for highway projects that have been prioritized will be funded, but
167 it will need to go through a NCDOT committee to determine whether the cost overrun is justified or
168 whether or not it needs to be reprioritized in SPOT again.

169 John Hodges-Copple requested that MPO staff track cost in projects over time. Aaron Cain
170 responded that the MPO has information in the TIP database, but it is currently not accessible due to the

171 recent malware attack. Andy Henry and Aaron Cain discussed older TIP projects, but the ease of tracking
172 information might be difficult due to formatting issues. Chair Nish Trivedi and Aaron Cain discussed the
173 difficulty of tracking items as they transition from SPOT to STIP projects.

174 Kumar Neppalli made a motion to recommend approval of Amendment #1 to the FY2020-29 TIP.
175 Evan Tenenbaum seconded the motion. The motion passed unanimously.

176 **13. FHWA Highway Infrastructure Funding Swap**
177 **Aaron Cain, LPA Staff**

178 Aaron Cain stated that the Federal Highway Administration (FHWA) released the funding amounts
179 for states and localities for the Highway Infrastructure Program (Infra) on February 13, 2020. Aaron Cain
180 continued that the DCHC MPO is scheduled to receive \$414,806 in 2020 from this program, but Infra funds
181 can only be used for highway projects for vehicular travel benefit. Aaron Cain added that, in order to have
182 access to funding that aligns with DCHC priorities for bicycle and pedestrian projects, NCDOT has offered
183 to swap those funds for an equal amount of Surface Transportation Block Grant (STBG) funds so that DCHC
184 can have access to funding that aligns with its priorities related to bicycle and pedestrian projects, which
185 can be used on those projects. Aaron Cain stated that LPA staff proposes to include the additional STBG
186 funding in the upcoming call for projects for DCHC Surface Transportation Block Grant-Direct Attributable
187 (STBGDA) and Transportation Alternatives Program-Direct Attributable (TAPDA) funds.

188 Vice Chair Ellen Beckmann stated that the cost overrun total is approximately \$176,000 for the Old
189 Durham/Chapel Hill Road project, and local funding is in the process of being secured. John Hodges-Copple
190 and Aaron Cain discussed the funding of for the Alston Avenue widening project. John Hodges-Copple and
191 Aaron Cain discussed how STBGDA and TAPDA funds could be allocated to various projects. Chair Nish
192 Trivedi stated that STBGDA and TAPDA funds would allow the DCHC MPO more flexibility in allocating the
193 \$414,806 from FHWA. Vice Chair Ellen Beckmann and Aaron Cain discussed that spending the funding is
194 not time sensitive.

195 Vice Chair Ellen Beckmann made a motion to recommend approval of the Infra fund swap with
 196 NCDOT. Bergen Watterson seconded the motion. The motion passed unanimously.

197 **14. Support Letter for Durham BUILD Grant and Resolution in Support of Acquisition of S-Line**
 198 **Dale McKeel, LPA Staff**

199 Dale McKeel stated that the City of Durham is submitting a Better Utilizing Investments to
 200 Leverage Development (BUILD) Grant application to the United States Department of Transportation
 201 (USDOT) for the Durham Belt Line Trail project. Dale McKeel stated that NCDOT has requested that the
 202 DCHC MPO support a Consolidated Rail Infrastructure Safety Improvement Program (CRISI) 2020 grant
 203 application to the Federal Railroad Administration for acquisition of the S-line railroad, which is part of the
 204 high speed rail corridor between Raleigh and Washington, DC. Dale McKeel suggested amending NCDOT's
 205 request in favor of by adding language for a parallel trail outside of the railroad right-of-way. John Hodges-
 206 Copple suggested adding language to the request to obtain other rail corridors tracks in Durham belonging
 207 to CSX due to its benefit to plans for the proposed Commuter Rail Transit (CRT) project.

208 John Hodges-Copple made a motion to approve the draft resolution with two changes: 1) add
 209 language related to a parallel trail to the train tracks 2) expand what is referenced from the S-line and SA-
 210 line to also include track related assets. Vice Chair Ellen Beckmann seconded the motion. The motion
 211 passed unanimously.

212 **REPORTS:**

213 **15. Reports from the LPA Staff**
 214 **Felix Nwoko, Andy Henry, LPA Staff**

215 Aaron Cain stated that there are materials in the agenda packet related to the Metropolitan
 216 Transportation Plan (MTP), Comprehensive Transportation Plan (CTP), and the US 15-501 Corridor Study.
 217 Vice Chair Ellen Beckmann and Andy Henry discussed a meeting about the 15-501 Corridor Study in which
 218 the Town of Chapel Hill disapproved of the current plans for a bridge over I-40 due to its impact to a

219 natural heritage area. Andy Henry added that changes were proposed to help mitigate interference in the
220 natural area, but they have not yet been discussed.

221 Aaron Cain stated that deadline for the SPOT 6 submission list will be on July 31, instead of May 1
222 as originally planned. Aaron Cain added that he and MPO staff will be working with local staff to make any
223 final edits the list, which will then be reviewed by the MPO Board Chair and Vice Chair. Chair Nish Trivedi
224 and Aaron Cain discussed that there have been two changes to the list since the TC convened on February
225 22: the Martin Luther King Jr. Parkway item will now include side paths instead of bike lanes and sidewalks;
226 and the Hopson Road widening item will be swapped for Patterson Road and Stallings Road intersection
227 improvements. Chair Nish Trivedi and Aaron Cain also discussed that the MPO Board approved the SPOT 6
228 submission list, but allowed for the Chair and Vice Chair to make changes as necessary, and the changes
229 listed above will be made with their consent.

230 **16. Report from the DCHC MPO TC Chair**

231 Nish Trivedi, DCHC MPO TC Chair

232 Chair Nish Trivedi and Andy Henry discussed employment analysis throughout the Triangle
233 corridor and how it related to the MTP and Triangle Regional Model (TRM). Andy Henry added that
234 employment data analysis will be ongoing throughout summer 2020. John Hodges-Copple suggested
235 finishing the CommunityViz analysis.

236 **17. NCDOT Reports**

237 David Keilson, Division 5, stated that the East End Connector project (U-0071) is ongoing. David
238 Keilson continued that the work related to the ramp in proximity to NC 147 is now complete and the ramp
239 is operational. David Keilson stated that the ongoing work on Liberty Street for the Alston Avenue project
240 (U-3308) is ongoing, and Liberty Street is scheduled to be reopened in mid-June 2020. David Keilson stated
241 that utility work for the Old Durham Road/Chapel Hill Drive project (EB-4707A) is ongoing.

242 Aaron Cain asked if David Keilson could share any information about the 88 projects that were
243 delayed due to the loss of tax revenue that resulted from the COVID-19 pandemic. David Keilson

244 responded that he did not have any additional information. Aaron Cain and David Keilson discussed
245 presenting information related to the closures to the MPO Board at their next meeting on May 13.

246 Stephen Robinson, Division 7, stated that the I-85 widening project (I-0305) let date has been
247 delayed from January 2027 to October 2028. Stephen Robinson added that he does not have any
248 information about the list of delayed projects.

249 Bryan Kluchar, Division 8, stated that the let date for NC 751 project (R-5825) has been delayed to
250 November 2022. Bryan Kluchar stated that there is a list of delayed projects on the NCDOT website that
251 may relate to the aforementioned topic. Bryan Kluchar added that the NCDOT is searching for a
252 replacement for tax revenue from the General Assembly and the federal government.

253 Vice Chair Ellen Beckmann stated that the City of Durham is experiencing issues related to the
254 NCDOT policy of deferred reimbursement, and requested further clarification and guidance from NCDOT.
255 Aaron Cain stated that neighboring MPOs have not expressed similar concerns over reimbursements. Andy
256 Henry and Aaron Cain discussed that Nina Szlosberg-Landis planned to discuss this issues with appropriate
257 NCDOT personnel, however, the COVID-19 pandemic might have derailed conversations. Stephen
258 Robinson suggested that he and Aaron Cain discuss this issue further following the TC meeting. Aaron Cain
259 stated that it appears that high-cost highway projects are prioritized over local bike-ped projects. Vice
260 Chair Ellen Beckmann added that City of Durham sent a letter to NCDOT agreeing to the deferred
261 reimbursement policy, but has not yet received a response. Vice Chair Ellen Beckmann continued that the
262 lack of reimbursement payment and guidance from NCDOT caused budgetary issues for the City of
263 Durham.

264 Vice Chair Ellen Beckmann and David Keilson discussed that some embedded consultants at
265 NCDOT have been laid off.

266 Julie Bogle, Transportation Planning Division (TPD), stated that the draft recommendations for the
267 NC Moves 2050 will be released in June 2020, and the TPD is scheduled to present the recommendations
268 to the Board of Transportation.

269 John Grant, Traffic Operations, stated that he did not have anything to report.

270 **INFORMATIONAL ITEMS:**

271 There was no discussion about informational items.

272 **ADJOURNMENT:**

273 There being no further business before the DCHC MPO Technical Committee, the meeting was
274 adjourned at 11:41 a.m.