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DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION

TECHNICAL COMMITTEE

Date 4/27/16

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on April 27, 2016 at 9:00 a.m. in the City Council Committee Room, located on the second floor of Durham City Hall. The following people were in attendance:

Vice Chair Ellen Beckmann (TC Vice Chair)	City of Durham Transportation
Kumar Neppalli (Member)	Chapel Hill Engineering
Hannah Jacobson (Member)	City of Durham Planning
Tasha Johnson (Member)	City of Durham Public Works
Margaret Hauth (Member)	Hillsborough Planning
Scott Whiteman (Member)	Durham County Planning
Peter Murphy (Member)	Orange Public Transportation
Tom Altieri (Member)	Orange County Planning
Julie Bollinger (Member)	NCDOT, TPB
Max Bushell (Member)	Orange County Planning
Cara Coppola (Member)	Chatham County Planning
John Hodges-Copple (Member)	Triangle J Council of Governments
Corey Liles (Member)	Research Triangle Foundation
Geoff Green (Alternate)	Go Triangle
David Keilson (Alternate)	NCDOT, Division 5
Ed Lewis (Alternate)	NCDOT, Division 7
Patrick Wilson (Alternate)	NCDOT, Division 7
Jenn Britt (Alternate)	NCDOT, Division 8
Lisa Miller	Durham City/County Planning
Eddie Dancausse	Federal Highway Administration
Dale McKeel	City of Durham/DCHC MPO
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Brian Rhodes	DCHC MPO
Kayla Seibel (Alternate)	Chapel Hill
Taruna Tayal	VHB
Bryan Poole	City of Durham Transportation
Solanda Adkins	City of Durham Transportation
Tasha Johnson	City of Durham

Quorum Count: 17 Voting Members

44 Vice Chair Ellen Beckmann called the meeting to order at 9:01 a.m. Vice Chair Ellen Beckmann
45 reminded everyone to sign-in using the sign-in sheet that was being circulated.

46 **PRELIMINARIES:**

47 **Adjustments to the Agenda**

48 Vice Chair Ellen Beckmann asked if there were any adjustments to the agenda. Felix Nwoko
49 indicated that everyone had updated attachments placed at their seats. He will speak on them specifically
50 later in the meeting.

51 **Public Comments**

52 Vice Chair Ellen Beckmann asked if there were any members of the public signed up to speak.
53 There were no members of the public signed up to speak during the meeting.

54 **CONSENT AGENDA:**

55 **5. Approval of 3-27-16 Meeting Minutes**

56 Vice Chair Ellen Beckmann asked if there was any discussion on the 3/27/16 meeting minutes.
57 There were none. Vice Chair Ellen Beckmann asked for a motion to approve the 3/27/16 meeting minutes.
58 Scott Whiteman made a motion to approve the minutes, and Margaret Hauth seconded the motion. The
59 motion passed unanimously.

60 **ACTION ITEMS:**

61 **6. FFY15 Section 5307/5340 Full Appointment Split Letter**

62 **Meg Scully, LPA Staff**

63 Section 5307/5340 funds are allocated to urbanized areas for transit capital and operating
64 assistance, and for transportation related planning. The Split Letter, as developed by LPA staff in
65 conjunction with fixed-route operators, defines the intended allocation for FFY15 and FFY16. There is one
66 minor change with the FAST Act, which is the direct recipient is no longer required to keep 1% for transit
67 enhancements, and it no longer appears in the Split Letter. Meg Scully indicated the Split Letter will be
68 brought before the MPO Board for their approval. Vice Chair Ellen Beckmann asked for a motion to

69 approve the Split Letter. Geoff Green made a motion to approve the Split Letter, and Hannah Jacobson
70 seconded the motion. The motion carried unanimously.

71 **7. Proposed Draft Amendment #3 to FY2016-2025 TIP**

72 **Lindsay Smart, LPA Staff**

73

74 This amendment serves to align the DCHC MPO TIP with the changes that have been made to the
75 NCDOT STIP through monthly "Item N Highway Program" and "Item I Public Transportation Program" for
76 the dates between February 1, 2016 and April 7, 2016. The proposed draft amendment #3 also includes
77 project amendment requests that the DCHC MPO LPA staff have received from DCHC MPO member
78 jurisdictions and agencies. The full amendment report is also available through the MPO's online
79 database, using this link: bitly.com/tipamendments. A summary report of the changes included in
80 proposed draft amendment #3 was provided to everyone, along with a full amendment report that depicts
81 the original and proposed version of each project. These reports were presented and reviewed in detail by
82 Lindsay Smart. Lindsay Smart stated there were two additional amendment requests from Carrboro that
83 will be added to the file. Lindsay Smart stated the changes that are being proposed are moving design
84 engineering from 2015 to 2016, and construction from 2016 to 2017. But there are no changes to the
85 projects, funding or total project costs. After conversation regarding specifics of the amendment, Vice
86 Chair Ellen Beckmann asked for a motion to be made to recommend that the Board release the proposed
87 Draft Amendment #3, for public review and comment. Geoff Green made a motion to recommend that
88 the Board release the proposed Draft Amendment #3 for public review and comment, and Hannah
89 Jacobson seconded the motion. The motion passed unanimously.

90 **8. FFY15 and FFY16 Section 5339 Full Apportionment Split Letter**

91 **Meg Scully, LPA Staff**

92 The Section 5339 Buses and Bus Facilities program (49 U.S.C. 5339) makes Federal resources available to
93 States and designated recipients to replace, rehabilitate, and purchase buses and related equipment, and
94 to construct bus-related facilities. As designated recipient for the 5339 funds for the Durham UZA, the

95 DCHC MPO may allocate funding to fixed route operators. In FY2015, the MPO received \$829,832 and in
96 FY2016 under FAST Act, it received \$756,821. Using the formula similar to the 5307 and a similar process,
97 a Split Letter was developed to split the funding. Vice Chair Ellen Beckman asked if there was a motion to
98 approve the Split Letter. Kumar Neppalli made a motion to approve the Split Letter, and Peter Murphy
99 seconded the motion. The motion carried unanimously.

100 **9. Local STP-DA and TAP-DA Project Updates**

101 **Lindsay Smart, LPA Staff**

102 In 2014, the MPO Board adopted a policy regarding the federal funds that have been programmed
103 for locally administered projects. Annually, the DCHC MPO Staff provides lists of local projects that have
104 STP-DA and TAP-DA funding and are programmed in the current or upcoming federal fiscal year to the
105 DCHC MPO Technical Committee (TC). Once the lists are provided, the TC discusses the projects and aims
106 to discover any projects that are at risk of falling behind schedule. The purpose of the discussion is to
107 proactively assist TC members with identifying solutions that will lead to successful project
108 implementation. After the TC meeting and discussion, TC members have two to three weeks to provide a
109 written response to the MPO staff that outlines the steps that will be taken to implement the project on-
110 time or within the one-year grace period.

111 Felix Nwoko reminded everyone that the MPO has an on-call program and selected 14 firms with
112 diverse experience and skills, and wanted to encourage the agencies to use the program. There was
113 continued discussion regarding the projects. Margaret Hauth and Cara Coppola indicated their
114 jurisdictions used the on-call consultants and had good results.

115 **10. Goals/Objectives/Performance Measures**

116 **Andy Henry, LPA Staff**

117 Andy Henry stated the public comment period for goals and objectives has been closed. Each
118 person was provided the final survey results in their handout. Andy Henry noted there were 813
119 responses, and nothing has changed. Since this survey worked so well Andy Henry stated he would like to

120 do another survey when developing the MTP. Andy Henry mentioned he had a compilation of comments
121 received when they went to the Durham Center Station and did a workshop. Andy Henry stated the goals
122 and objectives haven't changed, and there is a meeting this Friday, April 29th where they anticipate
123 finishing the performance measures which will be brought to the next meeting. Hannah Jacobson asked
124 Andy Henry why he thought he got such a high response rate on this survey. Andy Henry stated he
125 believes that social media and having the ad run on Saturday played a part in the higher rate. This was
126 informational and no action is required.

127 **11. SPOT P4.0 Project Evaluation Results & Next Steps**
128 **Lindsay Smart, LPA Staff**

129 On April 14, 2016, NCDOT SPOT released the raw scores for all projects evaluated in P4.0. The raw
130 scores for the three funding categories and all transportation modes are included as an attachment for this
131 agenda item. Local Input Point Assignment for the Regional Impact category projects must be assigned and
132 submitted to NCDOT by June 30, 2016. In order to develop the MPO's Local Input Point assignment for
133 Regional Impact Category projects, DCHC MPO staff, the Technical Committee, and the Technical
134 Subcommittee will apply the Local Ranking Methodology that was approved by the DCHC MPO Board on
135 April 13, 2016. The Methodology is included as an attachment for this agenda item.

136 Lindsay Smart presented, reviewed and discussed the preliminary SPOT project evaluation results
137 in detail. Several handouts were provided. Lindsay Smart stated the original scoring evaluation sheet was
138 sent out with the original agenda item. Lindsay Smart stated the action is for the Technical Committee to
139 authorize sub-committees to prepare a recommendation for preliminary points assignment in the region
140 to the MPO Board. Lindsay Smart stated it would go out for public comment in May and the Board would
141 review it, and approve it in June. Vice Chair Ellen Beckman asked for a motion to be made for approval to
142 authorize the sub-committee to prepare a recommendation for preliminary points assignment in the
143 regional category to the MPO Board. Kumar Neppalli, made a motion for approval, and Scott Wiseman
144 seconded the motion. The motion passed unanimously.

145 **REPORTS:**

146 **12. Reports from the LPA Staff**

147 **Felix Nwoko, LPA Staff**

148 Felix Nwoko gave a brief update on the status of the proposed UPWP joint CAMPO/DCHCMPO
149 regional projects; the NC98, CSX study, and Toll Study. Felix Nwoko also provided information about a
150 federal grant recently announced by the Federal Highway Administration (FHWA). He indicated that the
151 Lead Planning Agency (LPA) is considering applying and wanted to see what the Committee thought about
152 the LPA applying. After conversation about the grant process, Felix Nwoko stated that the deadline for
153 submitting an application is May 15, 2016, and if the LPA decides to pursue this we would send an email to
154 the TC. The NCAMPO is taking place in Greensboro, May 11- 13.

155 **9. Report from the DCHC MPO TC Chair**

156 **Vice Chair Ellen Beckmann, DCHC MPO TC Chair**

157 There was no report from Vice Chair Ellen Beckmann.

158 **10. NCDOT Reports**

159 David Keilson, NCDOT Division 5, stated there is nothing to report but asked if there were any
160 questions. Vice Chair Ellen Beckmann asked if Alston Avenue will let in August. David Keilson said he
161 would get back to Vice Chair Ellen Beckmann on it.

162 Ed Lewis, NCDOT Division 7, stated the Churton Street project was put out to bid twice, however
163 there were no bidders. Ed Lewis stated on Fordham Blvd, they're working with the Town of Chapel Hill on
164 this. Ed Lewis noted they reviewed their document in-house, and made some suggestions, and will go
165 back to their consultant.

166 Jenn Britt, Division 8, stated the sinkhole on Lystra Road has an estimated reopening date of June
167 30th and the Jones Ferry Road sinkhole has been repaired.

168
169 **INFORMATIONAL ITEMS:**

170 **11. Recent News, Articles, and Updates**

171 There were no items to report.

172 **ADJOURNMENT:**

173 There being no further business before the DCHC MPO Technical Committee, the meeting was
174 adjourned at 11:02 a.m.