



## **DCHC MPO Board Meeting Agenda**

Wednesday, February 10, 2021

9:00 AM

Meeting to be held by teleconference.

Watch on Facebook Live at <https://www.facebook.com/MPOforDCHC/>

Any member of the general public who wishes to make public comment should send an email to [aaron.cain@durhamnc.gov](mailto:aaron.cain@durhamnc.gov) and the comment will be read to the Board during the public comment portion of the meeting.

## 1. Roll Call

## 2. Ethics Reminder

It is the duty of every Board member to avoid conflicts of interest. Does any Board member have any known conflict of interest with respect to any matters coming before the Board today? If so, please identify the conflict and refrain from any participation in the particular matter involved.

Per state law, all MPO Board members and alternates are required to file a Statement of Economic Interest and a Real Estate Disclosure form by April 15, 2021. The forms can be found on the web site of the North Carolina State Ethics Commission at this link: <https://ef.ncsbe.gov/>.

[21-127](#)

**Attachments:** [2021-02-10 \(21-127\) Ethics-TAC New Member Information](#)

## 3. Adjustments to the Agenda

## 4. Public Comments

## 5. Directives to Staff

[21-100](#)

**Attachments:** [2021-02-10 \(21-100\) MPO Board Directives to Staff](#)

## CONSENT AGENDA

### 6. January 13, 2021 Board Meeting Minutes

[21-126](#)

A copy of the January 13, 2021 Board meeting minutes is enclosed.

**Board Action:** Approve the minutes of the January 13, 2021 Board Meeting.

**Attachments:** [2021-02-10 \(21-126\) MPO MINUTES 2021-01-13 LPA2](#)

### 7. 2021 DCHC MPO Meeting Calendar (5 minutes)

[21-120](#)

**Aaron Cain, LPA Staff**

**Board Action:** Approve the 2021 meeting calendar.

**Attachments:** [2021-02-10 \(21-120\) TAC TCC Meeting Calendar 2021](#)

## ACTION ITEMS

**8. MPO Board Governance Committee (10 minutes)** [20-153](#)**Damon Seils, Town of Carrboro****Felix Nwoko, LPA Staff**

In November 2019, the MPO Board appointed a governance committee to develop and make recommendations to the Board regarding the governance, organization, and management of the DCHC MPO. In addition, in September 2020 the Board authorized the use of funds to hire a consultant to conduct a governance study of the MPO, which is to be overseen by the governance committee. The governance committee Chair, Damon Seils, and MPO Manager Felix Nwoko will provide an update on the committee's actions to date.

**Board Action:** Receive an update from the governance committee.

**9. FY2022 Unified Planning Work Program (15 minutes)** [20-184](#)**Felix Nwoko, LPA Staff**

The DCHC MPO is required by federal regulations to prepare an annual Unified Planning Work Program (UPWP) that details and guides the urban area transportation planning activities. Funding for the UPWP is provided by the Federal Highway Administration and the Federal Transit Administration. The UPWP must identify MPO planning tasks to be performed with the use of federal transportation funds.

The FY22 UPWP was released for public comment on January 13, 2021. No public comments have been received. The UPWP must be submitted to NCDOT and FHWA for review by February 15, 2021.

**TC Action:** Recommended that the Board approve the FY22 UPWP.

**Board Action:** Approve the FY22 UPWP.

**Attachments:**      [2021-02-10 \(20-184\) Draft UPWP](#)  
                                 [2021-02-10 \(20-184\) UPWP Presentation](#)

**10. FFY 2021 CRRSSA (COVID Relief) Section 5307 Apportionment for**[21-119](#)**DCHC UZA (5 minutes)****Felix Nwoko, LPA Staff**

As part of the most recent COVID relief act passed by Congress, federal money (5307) is being apportioned to transit agencies through MPOs. DCHC is receiving \$21,464,116 in federal 5307 funds to distribution to eligible transit agencies. DCHC is distributing this money using the MPO's current transit distribution formula; this is the same formula that was used to distribute the FFY20 COVID relief funding last spring. The attached split letter details the amount to be distributed to each transit agency. These funds are 100 percent federal and do not require any local match.

**TC Action:** Recommended that the MPO Board approve the Section 5307 Apportionment split letter for COVID relief.

**Board Action:** Approve the Section 5307 Apportionment split letter for COVID relief.

**Attachments:** [2021-02-10 \(21-119\) CARES ACT 5307 split letter January 2021](#)

**11. Draft Public Involvement Policy (PIP) and Limited English Proficiency** [20-185](#)**Plan (LEP) (10 minutes)****Anne Phillips, LPA Staff**

In December 2020, the MPO Board released the draft Public Involvement Policy and Limited English Proficiency Plan for a 45-day public comment period. The public comment period was advertised in the Herald Sun, the Triangle Tribune, Que Pasa, and on the MPO's website and social media accounts. No public comments were received. A public hearing was held for the PIP and LEP Plan at the January 2021 MPO Board meeting. No members of the public spoke during the hearing.

DCHC MPO's last Public Involvement Policy (PIP) was adopted in 2012. This updated plan builds on the 2012 plan and will guide efforts to proactively involve the public to plan a multimodal transportation system that meets the region's economic, sustainability, and equity goals. This plan covers the development and approval process for DCHC's major plans, programs, and studies. It guides how the public will be notified about programs, plans, and studies; opportunities available for the public to provide input; and the length of public input periods.

DCHC MPO's first Limited English Proficiency (LEP) Plan was adopted along with the PIP in 2012. A person with Limited English Proficiency is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. The updated plan provides guidance on how the MPO will provide language assistance for people with limited English proficiency.

**TC Action:** Recommended that the Board adopt the Public Involvement Policy and Limited English Proficiency Plan.

**Board Action:** Adopt the Public Involvement Policy and Limited English Proficiency Plan.

**Attachments:**      [2021-02-10 \(20-185\) DraftLEP](#)  
                                 [2021-02-10 \(20-185\) DraftPIP](#)  
                                 [2021-02-10 \(20-185\) PIPLEPResolution](#)

**12. FHWA Highway Infrastructure Funding Swap (5 minutes)**[21-123](#)**Anne Phillips, LPA Staff**

On January 19, 2021, the Federal Highway Administration (FHWA) released the funding amounts for states and localities for the Highway Infrastructure Program (Infra). DCHC is scheduled to receive \$338,079 in 2021 from this program.

However, Infra funds can only be used for highway projects for vehicular travel benefit. Therefore, in order to have access to funding that aligns with DCHC priorities for non-highway projects, NCDOT has offered to swap those funds for an equal amount of Surface Transportation Block Grant (STBG) funds, which can be used on those projects. Staff proposes to include the additional STBG funding in the call for projects for DCHC Surface Transportation Block Grant-Direct Attributable (STBGDA) and Transportation Alternatives Program-Direct Attributable (TAPDA) funds.

**TC Action:** Recommended Board approval of the Infra fund swap with NCDOT.

**Board Action:** Approve the Infra fund swap with NCDOT.

**13. Transportation Improvement Program (TIP) Amendment #4 (5 minutes)**[21-124](#)**Anne Phillips, LPA Staff**

Transportation Improvement Program (TIP) Amendment #4 primarily consists of projects that have been amended in the State Transportation Improvement Program (STIP) by NCDOT, and therefore need to be amended in the DCHC MPO TIP.

Some projects that had their schedules adjusted by TIP Amendment #3 have additional schedule adjustments. These projects are:

- **EB-5704 Raynor St Sidewalks:** Delay construction to FY22 to allow city additional time for planning.
- **EB-5720 R. Kelly Bryant Bridge Trial:** Delay ROW to FY22 to allow city additional time for planning and design.
- **EB-5837 Third Fork Creek Trail:** Delay ROW to FY22 to allow city additional time for planning and design.

A summary sheet, full report, and resolution are attached.

**TC Action:** Recommended Board approval of Amendment #4 to the FY2020-2029 TIP.

**Board Action:** Approve Amendment #4 to the FY2020-2029 TIP.

**Attachments:**

[2021-02-10 \(21-124\) TIP Amendment #4 SummarySheet](#)

[2021-02-10 \(21-124\) TIP Amendment #4 FullReport](#)

[2021-02-10 \(21-124\) FY2020-2029 TIP Amendment #4 Resolution](#)

**14. Safety Performance Targets (10 minutes)**[21-125](#)**Andy Henry, LPA Staff**

Per federal statute, MPOs must adopt targets for safety performance measures. MPOs may either adopt the targets developed by the state, or they may develop and adopt their own. Staff recommends adopting the NCDOT targets because the targets are challenging, and using the NCDOT targets allows the MPO to use the NCDOT methodology and data. These targets will also be incorporated into the Metropolitan Transportation Plan (MTP) when the MTP is next updated or amended. The MPO must adopt the safety performance targets by February 27, 2021.

The attached draft resolution includes NCDOT's safety performance measure targets, and the attached presentation provides further background and information.

**TC Action:** Recommended that the MPO Board adopt the resolution supporting the state's safety performance targets.

**Board Action:** Adopt the resolution supporting the state's safety performance targets.

**Attachments:** [2021-02-10 \(21-125\) Presentation-SafetyMeasures](#)  
[2021-02-10 \(21-125\) Resolution-SafetyMeasures](#)

**15. CTP Amendment #3 (15 minutes)**[21-122](#)**Andy Henry, LPA Staff**

The DCHC MPO adopted the Comprehensive Transportation Plan (CTP) in May 2017. Since that time, there have been two amendments that addressed two specific roadway projects but there has not been an amendment that dealt with a broader, larger set of needed changes. Over the past several months, MPO and NCDOT staff have worked with local planners to identify needed changes to the roadway, transit, bicycle, pedestrian, and multiuse path sections of the CTP. Staff is in the final stage of developing and reviewing the CTP changes. Today, staff will update the Board on the content and schedule for the upcoming amendment. See the attached presentation.

**TC Action:** Forwarded the presentation to the DCHC MPO Board.

**Board Action:** Receive presentation on proposed CTP Amendment #3 and provide comments.

**Attachments:** [2021-02-10 \(21-122\) CTP Amendment #3](#)

**REPORTS:****16. Report from the Board Chair**[21-101](#)**Wendy Jacobs, Board Chair**

**Board Action:** Receive the report from the Board Chair

**17. Report from the Technical Committee Chair** [21-102](#)

Ellen Beckmann, TC Chair

**Board Action:** Receive the report from the TC Chair.**18. Report from LPA Staff** [21-103](#)

Felix Nwoko, LPA Manager

**Board Action:** Receive the report from LPA Staff.**Attachments:** [2021-02-10 \(21-103\) LPA staff report](#)**19. NCDOT Report** [21-104](#)

Joey Hopkins (David Keilson/Richard Hancock), Division 5 - NCDOT

Wright Archer (Pat Wilson, Stephen Robinson), Division 7 - NCDOT

Brandon Jones (Bryan Kluchar, Jen Britt), Division 8 - NCDOT

Julie Bogle, Transportation Planning Branch - NCDOT

John Grant, Traffic Operations - NCDOT

Kathryn Zeringue, Integrated Mobility Division - NCDOT

**Board Action:** Receive the reports from NCDOT.**Attachments:** [2021-02-10 \(21-104\) NCDOT Progress Report](#)**INFORMATIONAL ITEMS****20. Recent News Articles and Updates** [21-105](#)**Attachments:** [2021-02-10 \(21-105\) news articles](#)**Adjourn****Next meeting: March 10, 9 a.m., Meeting to be held by teleconference.****Dates of Upcoming Transportation-Related Meetings: None**