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DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION

TECHNICAL COMMITTEE

20 December 2017

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on December 20, 2017, 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:

Ellen Beckmann (Chair)	City of Durham Transportation
Margaret Hauth (Vice Chair)	Hillsborough Planning
Kayla Seibel (Member)	Chapel Hill Planning
Terry Bellamy (Member)	City of Durham Transportation
Tina Moon (Member)	Carrboro Planning
Bergen Watterson (Member)	Chapel Hill Planning
Evan Tenenbaum (Member)	Durham County Planning
Linda Thomas Wallace (Member)	Durham County Cooperative Extension
Scott Whiteman (Member)	Durham County Planning
Nishith Trivedi (Member)	Orange County Planning
Tom Altieri (Member)	Orange County Planning
Cara Coppola (Member)	Chatham County Planning
John Hodges-Copple (Member)	Triangle J Council of Governments
Geoff Green (Member)	GoTriangle
Gretchen Coperine (Member)	Research Triangle Foundation
Richard Hancock (Alternate)	NCDOT, Division 5
Bryan Kluchar (Member)	NCDOT, Division 8
Julie Bogle (Member)	NCDOT, TPD
Bryan Poole (Alternate)	City of Durham Transportation
Lisa Miller (Alternate)	Durham City-County Planning
Ed Lewis (Alternate)	NCDOT, Division 7
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Brian Rhodes	DCHC MPO
Mo Devlin	DCHC MPO
Aaron Cain	DCHC MPO
Anne Phillips	DCHC MPO
Joe Seymour	VHB

Quorum Count: 20 of 31 Voting Members

44 Chair Ellen Beckmann called the meeting to order at 9:05 a.m. A roll call was performed. The
45 Voting Members and Alternate Voting Members of the DCHC MPO Technical Committee (TC) were
46 identified and are indicated above. Chair Ellen Beckmann reminded everyone to sign-in using the sign-in
47 sheet that was being circulated.

48 Felix Nwoko introduced Mo Devlin, the new staff working group administrator for the DCHC MPO.

49 **PRELIMINARIES:**

50 **2. Adjustments to the Agenda**

51 There were no adjustments to the agenda.

52 **3. Public Comments**

53 There were no public comments.

54 **CONSENT AGENDA:**

55 **4. Approval of November 15, 2017, Meeting Minutes**

56 Geoff Green made a motion to approve the November 15, 2017, TC meeting minutes. Tom
57 Altieri seconded the motion. The motion passed unanimously.

58 **ACTION ITEMS:**

59 **5. 2045 Metropolitan Transportation Plan (MTP)**

60 Andy Henry, LPA Staff

61 Andy Henry described the schedule for MTP approval, and recent changes that were made to
62 the MTP. Andy Henry also reviewed the public comments that were received on the MTP. Andy Henry
63 discussed recent improvements to the Triangle Regional Model (TRM). Chair Ellen Beckmann verified the
64 date and time of the subcommittee meeting for reviewing the MTP report. John Hodges-Copple clarified
65 that the subcommittee would be approving the release of the report for public comment. He also
66 clarified that there would be two separate resolutions for approving the TRM. Andy Henry stated that
67 the resolutions have already been drafted, and that he would share them at the January MPO Board
68 meeting in order to receive comments.

69 Lisa Miller made a motion recommend that the MPO Board release the full 2045 MTP report,
70 and Goals, Objectives, Performance Measures and Targets for a minimum 30-day public comment
71 period. Vice Chair Margaret Hauth seconded the motion. The motion passed unanimously.

72 **6. Draft Local Input Points Methodology**

73 Aaron Cain, LPA Staff

74 Aaron Cain briefly reviewed how projects are scored through the Strategic Prioritization Office
75 of Transportation (SPOT) process, and explained the need for a methodology for assigning local input
76 points. He drew attention to a draft methodology for assigning local input points, and shared the
77 feedback that he received from the North Carolina Department of Transportation (NCDOT) on the draft.
78 Aaron Cain stated that the methodology would need to be released for a public comment period and
79 would be subject to a public hearing. He also reviewed the timeline for adopting the methodology.

80 Bergen Watterson and Aaron Cain discussed the feasibility study requirement and whether it
81 was the best way to determine project readiness. There was discussion of the requirement that projects
82 are consistent with an adopted regional and local plan. There was continued discussion of how the
83 feasibility study might affect smaller communities and highway and non-highway projects differently.
84 John Hodges-Copple discussed how this process could be used to show that the Durham-Orange Light
85 Rail Transit (D-O LRT) project is the MPO's top priority. Aaron Cain and Chair Ellen Beckmann discussed
86 the points available for projects in each mode. John Hodges-Copple discussed the relationship between
87 ranking and scoring projects. There was discussion of whether a scoring scale of 100 points should be
88 used. There was continued discussion of the relationship between ranking and scoring projects, and of
89 the relationship between SPOT ranking and programming. Terry Bellamy and Richard Hancock discussed
90 the status of low-cost high impact projects, and whether these projects would be going through the
91 SPOT scoring process. Aaron Cain stated that there was a small amount of money available for low-cost
92 high impact projects, and that these projects may be weighted toward lower-income counties. Richard
93 Hancock stated that the Divisions have to come up with criteria to prioritize low-cost high impact

94 projects. Aaron Cain and Chair Ellen Beckmann summarized the changes, primarily related to the
95 feasibility study and preliminary engineering criteria, which would be made to the draft methodology.
96 There was discussion of the local support criteria, and of the requirement that member jurisdictions be
97 able to demonstrate that local funding is available for projects in an adopted capital improvement plan
98 or annual budget. There was discussion of the “project complements non-highway transportation
99 projects” criteria. Cara Coppola and Aaron Cain discussed whether projects could receive points for
100 supporting economic development or having a cost-benefit. John Hodges-Copple emphasized the
101 importance of maximizing projects that are a priority for the MPO. Chair Ellen Beckmann discussed how
102 scoring affects a project’s chances of receiving funding. There was continued discussion of the
103 environmental justice criteria. Chair Ellen Beckmann and Aaron Cain reviewed the changes that would
104 be made the draft methodology based on the TC’s discussion. There was discussion of how the criteria
105 related to spending local funds on a project would affect sidewalk projects. There was discussion of
106 whether a project being in a plan demonstrates that there is money available for the project. Tina Moon
107 discussed how resolutions could be used to demonstrate local matches for and endorsements of
108 projects. There was continued discussion of the demonstration of local funding criteria, and how it
109 might affect some jurisdictions and funding for bicycle and pedestrian projects differently. John Hodges-
110 Copple discussed how project scoring might affect project funding in each of the Divisions. Aaron Cain
111 reviewed the criteria that could be eliminated based on the TC’s discussion. John Hodges-Copple
112 discussed Strategic Transportation Investments (STI) funding percentages for each mode of
113 transportation. Aaron Cain summarized the changes that would be made to the draft local input
114 methodology, and stated that they would be available for the TC to review before recommending
115 adoption at their January meeting.

116 Scott Whiteman made a motion to recommend that the MPO Board release the revised draft
117 methodology for public comment. Nishith Trivedi seconded the motion. The motion passed
118 unanimously.

119 **7. Draft FY2019 Unified Planning Work Program (UPWP)**

120 Meg Scully, LPA Staff

121 Meg Scully explained that the DCHC MPO is required by federal regulations to prepare an annual
122 UPWP that details and guides the urban area transportation planning activities. She reviewed funding
123 sources for the UPWP, and added that the UPWP must identify MPO planning tasks to be performed
124 with the use of federal transportation funds. Meg Scully stated that beginning in FY2014, all member
125 jurisdictions began cost sharing of the Lead Planning Agency portion of Federal Highway Administration
126 (FHWA) funds, previously the City of Durham covered the local match. Meg Scully stated that the UPWP
127 would be subject to a public comment period and a public hearing. She also reviewed the timeline for
128 approving the UPWP.

129 Meg Scully and Andy Henry discussed whether there would be any changes to the prospectus
130 that organizes the UPWP. Felix Nwoko clarified that this was something that the North Carolina
131 Associations of MPOs (NCAMPO) had discussed, but that there was no consensus on the issue. Meg
132 Scully reviewed the contents of various sections of the UPWP. Chair Ellen Beckmann and Meg Scully
133 discussed whether jurisdictions would receive credit for spending all of their funds in the previous year.
134 Andy Henry asked for and received clarification about the timeline for the hearing and approval of the
135 UPWP. Felix Nwoko stated that while a public comment period is required for the UPWP, a public
136 hearing is not required.

137 Vice Chair Margaret Hauth made a motion to recommend that the MPO Board release the
138 UPWP for public comment. Evan Tenenbaum seconded the motion. The motion passed unanimously.

139 **8. Amendment #1 to the FY2018-2027 TIP**

140 Aaron Cain, LPA Staff

141 On November 8, 2017, the MPO Board adopted the FY2018-2027 Transportation Improvement
 142 Program (TIP). Aaron Cain explained that the TIP must now be reconciled with the FY2018-2027 State
 143 Transportation Improvement Program (STIP) by the FHWA. In order to not create issues of consistency
 144 with the STIP within the first four years of the program, there are a number of projects within the TIP
 145 that will need to be changed through an amendment process after FHWA has approved the TIP. Because
 146 some of these projects change the funding amount by more than \$1,000,000, per the MPO's Public
 147 Involvement Plan (PIP), the amendment must be released for a 21-day public comment period. Aaron
 148 Cain stated that it was unlikely that the amendment would go the MPO Board in January because staff
 149 needs to wait for FHWA concurrence approval.

150 Andy Henry asked for and received clarification that the amendment has already been released
 151 for public comment. Chair Ellen Beckmann asked for and received clarification about funding for the
 152 Chapel Hill section of the Old-Durham Chapel Hill road project. Chair Ellen Beckmann stated that if
 153 projects receive STI funds and costs go up, NCDOT has been receptive to adding Transportation
 154 Alternatives Program (TAP) funding.

155 Nishith Trivedi made a motion to recommend approval of Amendment #1 of the FY2018-27 TIP.
 156 Scott Whiteman seconded the motion. The motion passed unanimously.

157 **9. Resolution to Request Transfer of FHWA Funds to FTA**
 158 Meg Scully, LPA Staff

159 On behalf of Chapel Hill Transit, Chatham Transit Network, and Orange Public Transit, the
 160 Lead Planning Agency requested the transfer of FHWA funds to the Federal Transit Administration (FTA)
 161 for use on transit projects. Meg Scully drew attention to a table identifying the transit projects and
 162 funds. She added that these projects were all previously approved TIP projects.

163 Lisa Miller made a motion to recommend that the MPO Board approve and sign the resolution
 164 to transfer funds. Vice Chair Margaret Hauth seconded the motion. The motion passed unanimously.

165 **10. Programming of STBGDA Funds to Hillsborough Riverwalk, C-5184**

166 Aaron Cain, LPA Staff
 167 Margaret Hauth, Town of Hillsborough

168 The Town of Hillsborough has requested \$518,850 in Surface Transportation Block Grant Direct
 169 Attribution (STBGDA) funds to cover a funding shortfall for construction of Phase III of the Hillsborough
 170 Riverwalk (STIP# C-5184). Aaron Cain stated that the project has already received Congestion Mitigation
 171 Air Quality Improvement (CMAQ) funds, but bids came in higher than engineers had estimated for
 172 construction. Aaron Cain described attempts to find additional sources of funding for the project. He
 173 stated that the project is shovel-ready, and upon approval, the MPO would allocate funding for this
 174 project in FY18 unobligated STBGDA funds. Aaron Cain explained that granting additional funding to the
 175 Hillsborough Riverwalk project would entail making an administrative modification to the FY16-25 TIP,
 176 and would not require an official amendment. He added that the resolution for the administrative
 177 modification would need to be adopted by the MPO Board on January 10, 2018, so that the Town of
 178 Hillsborough Board of Commissioners could authorize awarding the contract on January 22, 2018.

179 Vice Chair Margaret Hauth discussed the recent effort to rebid the project. Aaron Cain stated
 180 that the project does qualify for regional bicycle and pedestrian funding under the MPO's allocation
 181 formula, and that Hillsborough does reserve the right to apply for those funds which they can use to
 182 replenish their direct allocation. Aaron Cain clarified that the project was a Mountains-to-Sea Trail
 183 project in response to a question from Dale McKeel. There was discussion of the cost of the project, and
 184 the best way to explain the difference between the estimate and the bids to the MPO Board.

185 Cara Coppola made a motion to recommend that the MPO Board approve the resolution
 186 allocating \$518,850 of FY18 STBG-DA funds to Phase III of the Hillsborough Riverwalk, C-5184. Geoff
 187 Green seconded the motion. The motion passed unanimously.

188 **11. 2018 TC Elections**
 189 Aaron Cain, LPA Staff

190 Aaron Cain stated that election for a TC chair and vice chair would be held at the January TC
191 meeting. He added that John Hodges-Cople, Nishith Trivedi, Cara Coppola, and Evan Tenenbaum were
192 charged with putting forth nominations for the January TC elections. John Hodge-Copple stated that the
193 nomination committee agreed to put forth the current slate unless other TC members offered additional
194 nominations. John Hodges-Copple asked that any additional nominations be forwarded to the
195 nomination committee. Aaron Cain asked for and received confirmation that Chair Ellen Beckmann and
196 Vice Chair Margaret Hauth were willing to serve again. Vice Chair Margaret Hauth stated that she had no
197 interest in becoming chair in the future.

198 No further action was required by the TC.

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REPORTS:

12. Reports from the LPA Staff

201 Felix Nwoko, LPA Staff

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203 Felix Nwoko provided updates on the Regional Freight Plan and the Regional Toll Study. He
204 stated that a consultant has been selected for the Intelligent Transportation System (ITS) program, and
205 that the MPO recently finished data collection for the Mobility Report Card and the Congestion
206 Management Process. Felix Nwoko discussed some problems with the data collection process, and the
207 updated timeline for data collection. Bergen Watterson further discussed the recent data collection
208 effort, and whether it was the best to collect data so close to the holidays. Chair Ellen Beckmann and
209 Felix Nwoko discussed whether the Regional Freight Plan would be brought before the MPO Board for
210 approval.

211 Aaron Cain shared the details for upcoming meetings related to the NC 54 corridor study. He
212 also shared information about the conference hotels, and provided an overview of the schedule for the
213 upcoming NCAMPO conference. There was discussion of plans for mobile conference sessions.

214 Aaron Cain, John Hodges-Copple, and Chair Ellen Beckmann discussed the commuter rail Major
 215 Investment Study (MIS) that is currently ongoing. There was discussion of how the study was being
 216 framed, and how the DCHC MPO fits into the study. There was also discussion of the role of Wake
 217 Count’s Transit Planning Advisory Committee, and the bodies that would be approving the commuter
 218 rail MIS.

219 **13. Report from the DCHC MPO TC Chair**

220 Ellen Beckmann, DCHC MPO TC Chair

221 Chair Ellen Beckman stated that the Downtown Durham Study Request for Proposals was due on
 222 December 22, 2017. She also described a recent visit to a North Carolina State University landscape
 223 architecture class charrette on the Durham Freeway’s effect on downtown Durham. She also stated that
 224 first meeting of the group charged with updating NCDOT’s bicycle and pedestrian policies was recently
 225 delayed, likely until a new bicycle and pedestrian direction was onboard at NCDOT.

226 **14. NCDOT Reports**

227 The report from Division 5 was included in the agenda packet for review.

228 Ed Lewis, NCDOT Division 7, stated that a contract for putting up a fence on the I-40 bridge on
 229 Orange Grove Road has been awarded, and that a meeting with the contractor would occur in coming
 230 weeks. There was discussion of the funding source for the project.

231 There was no report from Division 8.

232 There was no report from NCDOT Transportation Planning Division.

233 **INFORMATIONAL ITEMS:**

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

235 There were no informational items.

236 **ADJOURNMENT:**

237 There being no further business before the DCHC MPO Technical Committee, the meeting was
 238 adjourned at 11:03 a.m.