



47 Chair Damon Seils called the meeting to order at 9:04 a.m. A roll call was performed. The  
48 Voting Members and Alternate Voting Members of the DCHC MPO Board were identified and are  
49 indicated above. Chair Damon Seils reminded everyone to sign-in using the sign-in sheet that was being  
50 circulated.

51 Pam Hemminger made a motion to grant excused absences to Brian Lowen and Barry Jacobs.  
52 Charlie Reece seconded the motion. The motion passed unanimously.

53 **PRELIMINARIES:**

54 **2. Ethics Reminder**

55 Chair Damon Seils read the Ethics Reminder. He asked if there were any known conflicts of  
56 interest with respect to matters coming before the MPO Board and requested that if there were any  
57 identified during the meeting for them to be announced. There were no known conflicts identified by  
58 MPO Board members.

59 **3. Adjustments to the Agenda**

60 Chair Damon Seils asked if there were any adjustments to the agenda.

61 Aaron Cain stated that staff was requesting that agenda item #12 be referred back to staff,  
62 given that the FY18-27 Transportation Improvement Program (TIP) has not yet been approved by the  
63 Federal Highway Administration (FHWA).

64 **4. Public Comments**

65 There were no public comments.

66 **5. Directives to Staff**

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

68 **CONSENT AGENDA:**

69 **6. Approval of December 13, 2017, Meeting Minutes**

70 Ellen Reckhow stated that the word “projects” should be “projections” on line 159 of the  
71 minutes. Pam Hemminger made a motion to approve the amended December 13, 2017, MPO Board  
72 meeting minutes. Vice Chair Wendy Jacobs seconded the motion. The motion passed unanimously.

73 **7. Resolution to Request Transfer of FHWA Funds to FTA**

74 Meg Scully, LPA Staff

75 Pam Hemminger made a motion to approve the Resolution to Request Transfer of FHWA to the  
76 Federal Transit Administration (FTA). Vice Chair Wendy Jacobs seconded the motion. The motion passed  
77 unanimously.

78 **ACTION ITEMS:**

79 **8. 2045 Metropolitan Transportation Plan (MTP)**

80 Andy Henry, LPA Staff

81 Andy Henry reviewed past steps in the development of the MTP, and the changes that were  
82 made to the MTP. Andy Henry discussed the next steps for approving the MTP, and reviewed the  
83 attachments received by MPO Board members. Andy Henry stated that the MPO Board would be  
84 adopting the Triangle Regional Model (TRM) at the time of the adoption of the MTP. Andy Henry  
85 provided an overview of the contents of the MTP report. He also discussed uses for the TRM, and  
86 reviewed some of the projects that are in the MTP. Andy Henry discussed the environmental justice and  
87 air quality conformity provisions in the MTP.

88 Andy Henry and Michael Parker discussed whether the Chapel Hill Bus Rapid Transit (BRT) and  
89 the proposed extension of the Durham-Orange Light Rail Transit (D-O LRT) project would compete with  
90 each other. Andy Henry and Ellen Reckhow discussed the goals, objectives, and performance measure  
91 indicators for the MTP. Andy Henry and Vice Chair Wendy Jacobs discussed the public comment process  
92 for the MTP, particularly the extent to which jurisdictions assist with the process and the materials that  
93 would be available for residents. Ellen Reckhow commented on the importance of tracking targets and  
94 responding to undesirable target trends. Michael Parker commented on the importance of drawing a

95 better connection between how a collection of projects helps the MPO to achieve its goals. Nina  
96 Szlosberg-Landis and Andy Henry further discussed the public comment process and whether someone  
97 oversees outreach on behalf of the MPO. Penny Rich commented that it was important for MPO Board  
98 members to talk to their public information officers to make sure that information is being circulated  
99 about public comment opportunities. Nina Szlosberg-Landis stated that the North Carolina Department  
100 of Transportation (NCDOT) was in the process of reviewing its Complete Streets policy, and the changes  
101 that would be rolling out in the next few months will align with the adoption of the MTP. Chair Damon  
102 Seils discussed Carrboro's public engagement process, and commended Andy Henry on the goals,  
103 objectives, and performance measures. Chair Damon Seils and Andy Henry discussed how  
104 environmental justice requirements were being used for the "ensuring equity and participation" goal of  
105 the MTP. Ellen Reckhow and Andy Henry discussed vehicle crash data in relation to the "promote safety  
106 and health" goal and objective of the MTP.

107 Ellen Reckhow made a motion to release the full 2045 MTP report, and Goals, Objectives,  
108 Performance Measures and Targets for a minimum 30-day public comment period. Penny Rich seconded  
109 the motion. The motion passed unanimously.

110 **9. Draft FY2019 Unified Planning Work Program (UPWP)**

111 Meg Scully, LPA Staff

112 Meg Scully explained that the DCHC MPO is required by federal regulations to prepare an  
113 annual UPWP that details and guides the urban area transportation planning activities. She reviewed  
114 funding sources for the UPWP, and added that the UPWP must identify MPO planning tasks to be  
115 performed with the use of federal transportation funds. Meg Scully stated that beginning in FY2014, all  
116 member jurisdictions began cost sharing of the Lead Planning Agency portion of FHWA funds, previously  
117 the City of Durham covered the local match. Meg Scully discussed the prospectus that is used to develop  
118 the UPWP. Meg Scully provided an overview of some of the highlights of the UPWP.

119 Chair Damon Seils and Meg Scully discussed the federal funding that is used by jurisdictions for  
120 planning. Ellen Reckhow and Meg Scully discussed how decisions are made about spending funds. Penny  
121 Rich and Meg Scully discussed whether jurisdictions had to choose to spend or flex funds, or whether  
122 they could do both. Meg Scully stated that the UPWP would be subject to a public comment period and  
123 a public hearing. She also reviewed the timeline for approving the UPWP.

124 Vice Chair Wendy Jacobs made a motion to release the UPWP for public comment. Pam  
125 Hemminger seconded the motion. The motion passed unanimously.

126 **10. Draft Local Input Points Methodology**

127 Aaron Cain, LPA Staff

128 Aaron Cain reviewed how projects are scored through the Strategic Prioritization Office of  
129 Transportation (SPOT) process, and explained the need for a methodology for assigning local input  
130 points. He drew attention to a draft methodology for assigning local input points. Aaron Cain stated that  
131 the methodology would need to be released for a public comment period and would be subject to a  
132 public hearing. He also reviewed the timeline for adopting the methodology. Aaron Cain discussed how  
133 the local input methodology has evolved. He also discussed the flexibility that is built into the local input  
134 methodology.

135 Aaron Cain and Vice Chair Wendy Jacobs discussed whether the state provides basic criteria for  
136 the development of the local input methodology, and whether the DCHC MPO reviews the Capital Area  
137 Metropolitan Planning Organization's (CAMPO) methodology. Aaron Cain explained how projects are  
138 defined as having a regional impact. Vice Chair Wendy Jacobs and Aaron Cain discussed whether there  
139 has been discussion with other regions about their local input methodology. Ellen Reckhow discussed  
140 how the DCHC MPO has worked with CAMPO in the past on the development of its methodology. Aaron  
141 Cain explained how the DCHC MPO works with other bordering MPOs to assign points to projects. Chair  
142 Damon Seils and Aaron Cain discussed how the method of assigning points could be used to reflect the  
143 values of the DCHC MPO. Nina Szlosberg-Landis and Aaron Cain discussed how the opportunity to

144 comment on the local input methodology would be publicized. There was discussion of how this public  
145 input opportunity could be publicized using Twitter.

146 Pam Hemminger made a motion to release the draft Methodology for Identifying and Ranking  
147 New Transportation Improvement Program Project Requests for a 21-day public comment period. Vice  
148 Chair Wendy Jacobs seconded the motion. The motion passed unanimously.

149 **11. Programming of STBG-DA Funds to Hillsborough Riverwalk, C-5184**

150 Aaron Cain, LPA Staff

151 Margaret Hauth, Town of Hillsborough

152 The Town of Hillsborough has requested \$518,850 in Surface Transportation Block Grant Direct  
153 Attribution (STBG-DA) funds to cover a funding shortfall for construction of Phase III of the Hillsborough  
154 Riverwalk (STIP# C-5184). Aaron Cain explained that bids came in higher than engineers had estimated  
155 for construction of the project. Aaron Cain stated that the MPO would allocate funding for this project in  
156 FY18 unobligated STBG-DA funds. Aaron Cain stated that the MPO Board would need to approve a  
157 resolution approving the allocation of funds so that the Town of Hillsborough Board of Commissioners  
158 could authorize awarding the contract on January 22, 2018.

159 Chair Damon Seils confirmed that the MPO would be advancing STBG-DA funds that  
160 Hillsborough would already be receiving in future years. Ellen Reckhow pointed out that the Riverwalk  
161 was not just a local attraction, but a regional one as well. Penny Rich pointed out that the Riverwalk was  
162 part of the Mountains to Sea Trail. Aaron Cain stated that there would be a tour of the Riverwalk and  
163 downtown Hillsborough as part of the North Carolina Association of Metropolitan Organization  
164 (NCAMPO) conference in April. Jenn Weaver discussed the emissions impact of the project. Ellen  
165 Reckhow and Jenn Weaver discussed the section of the Riverwalk that would be completed using the  
166 requested funds.

167 Pam Hemminger made a motion to approve the resolution to allocate \$518,850 of FY18 STBG-  
168 DA funds to Phase III of the Hillsborough Riverwalk, C-5184. Ellen Reckhow seconded the motion. The  
169 motion passed unanimously.

170 Aaron Cain and Nina Szlosberg-Landis discussed the MPO's \$16 million in unallocated direct  
171 attribution funds. Pam Hemminger discussed North Carolina Transportation Secretary James Trogdon's  
172 plans to speed up the planning progress of projects. Chair Damon Seils asked Aaron Cain to put together  
173 an agenda item on unallocated funds for an upcoming MPO Board meeting. Chair Damon Seils stated  
174 that smaller communities may have less capacity than others at the staff level to manage transportation  
175 projects which may have contributed to the hold up with projects. Aaron Cain stated that Deputy  
176 Transportation Secretary Julie White would be attending the March MPO Board meeting, and in a recent  
177 conversation she mentioned that she is interested in how NCDOT can help smaller communities with  
178 project delivery.

179 Nina Szlosberg-Landis discussed how NCDOT was trying to categorize as many projects as  
180 possible as categorical exclusions as part of an effort to streamline projects. Nina Szlosberg-Landis  
181 discussed similar issues with the use Transportation Alternatives Program (TAP) funds. There was  
182 discussion of how local match requirements negatively affect smaller communities.

183 Vice Chair Wendy Jacobs discussed NCDOT's new targets for project delivery discussed in the  
184 recent meeting with Transportation Secretary James Trogdon. Nina Szlosberg-Landis discussed other  
185 steps that can be taken to speed up project delivery. Pam Hemminger stated that in a recent meeting  
186 with a group of mayors, there was discussion of frustrations caused by utility companies holding up  
187 projects.

188 Aaron Cain shared the details of the upcoming North Carolina Association of Metropolitan  
189 Planning Organizations (NCAMPO) meeting. Chair Damon Seils asked that Aaron Cain send out a  
190 reminder about the NCAMPO meeting to the MPO Board.

191 **12. Amendment #1 to the FY2018-2027 TIP**

192 Aaron Cain, LPA Staff

193 Aaron Cain asked that this item be referred back to staff given that the FHWA has not yet  
194 completed the process of reconciling the TIP with the State Transportation Improvement Program  
195 (STIP).

196 Pam Hemminger made a motion to refer this item back to staff. Jenn Weaver seconded the  
197 motion. The motion passed unanimously.

198 **REPORTS:**

199 **13. Report from the DCHC MPO Board Chair**

200 Damon Seils, DCHC MPO Board Chair

201 There was no report from the MPO Board Chair. Chair Damon Seils stated that he was looking  
202 forward to receiving more information about the NCAMPO conference.

203 **14. Report from the DCHC MPO Technical Committee Chair**

204 Ellen Beckmann, DCHC MPO TC Chair

205 There was no report from the DCHC MPO TC Chair. Ellen Beckmann stated that she  
206 appreciated the MPO Board's discussion of the amount of time and effort that projects take up. She  
207 directed the MPO Board to an online list of Durham's projects. There was discussion of the funding  
208 sources for the Durham projects. Ellen Reckhow suggested that the MPO look at best practices from  
209 other MPOs in order to expedite project delivery.

210 **15. Reports from LPA Staff**

211 Felix Nwoko, LPA Staff

212 Felix Nwoko introduced Mo Devlin, the new staff working group administrator.

213 Aaron Cain confirmed plans to schedule orientation sessions for new MPO Board members.

214 Aaron Cain shared details for the upcoming NC 54 corridor study public meetings.

215 **16. NCDOT Reports:**



216 Richard Hancock, NCDOT Division 5, discussed upcoming closures related to the East End  
217 Connector project. Richard Hancock also provided updates for projects on NC 147 and Alston Avenue.  
218 He stated that there would be an upcoming closure related to the Pettigrew Street bridge project.  
219 Richard Hancock discussed utility issues related to the Old Chapel Hill Road bicycle and pedestrian  
220 project. In response to a comment from Pam Hemminger, Richard Hancock stated that there would be  
221 no closure on Pope Road. Richard Hancock provided an update on the Barbee Road/Herndon Road  
222 roundabout. There was discussion of plans to take the Latta/Infinity Road project before the Durham  
223 City Council. Vice Chair Wendy Jacobs asked for and received clarification about how the public is  
224 alerted to closures.

225 Ed Lewis, NCDOT Division 7, shared details about an upcoming public meeting for the Orange  
226 Grove Road Extension in Hillsborough. He added that staff was working to refine the design of the  
227 Franklin/Merritt Mill project. Pam Hemminger and Ed Lewis discussed the extent to which local staff  
228 has been involved in discussions about the Franklin/Merritt Mill project. Ed Lewis stated that he would  
229 be glad to learn about the solution that local staff has come up with for the Franklin/Merritt Mill  
230 project. Pam Hemminger discussed why the Franklin/Merritt Mill project does not score well. She  
231 stated that the major goal of the project is to reduce confusion with the automobiles interacting with  
232 pedestrians and bicycles. Ed Lewis stated that staff was about to have a preconstruction meeting for  
233 the project that will put up a fence on the Orange Grove Road bridge over I-40. Ed Lewis provided an  
234 update on the low-cost high-impact projects, and noted that the Division would be sending out a list of  
235 projects to all of its Rural Planning Organization (RPO) and MPO partners so they can see which  
236 projects are in their jurisdiction. Ed Lewis and Pam Hemminger discussed the Bennett Road and Mt.  
237 Carmel Church Road project.

238 Bryan Kluchar, NCDOT Division 8, stated that there would be a realignment of the  
239 intersection of NC 751 and O’Kelly Chapel Road, and that the project was in right of way acquisition.

240 There was no report from NCDOT Transportation Planning Division.

241 **INFORMATIONAL ITEMS:**

242 **17. Recent News, Articles, and Updates**

243 Pam Hemminger asked for and received details about GoTriangle's upcoming Economic  
244 Opportunities Summit. There was discussion of the planned agenda and the appropriate audience for  
245 the summit. Geoff Green promised to circulate information about the summit to MPO Board  
246 members.

247 **ADJOURNMENT:**

248 There being no further business before the DCHC MPO Board, the meeting was adjourned at  
249 10:36 a.m.