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DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION

TECHNICAL COMMITTEE

25 January 2017

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on January 25, 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 (TC Chair)	City of Durham Transportation
Margaret Hauth (TC Vice Chair)	Hillsborough Planning
Kumar Neppalli (Member)	Chapel Hill Engineering
Kayla Seibel (Member)	Chapel Hill Planning
Hannah Jacobson (Member)	City of Durham Planning
Tasha Johnson (Member)	City of Durham Public Works
Terry Bellamy (Member)	City of Durham Transportation
Pierre Osei-Owusu (Member)	City of Durham /GoDurham
Tina Moon (Member)	Carrboro Planning
Bergen Watterson (Member)	Carrboro Planning
Laura Woods (Member)	Durham County Planning
Scott Whiteman (Member)	Durham County Planning
Tom Altieri (Member)	Orange County Planning
Max Bushell (Member)	Orange County Planning
Cara Coppola (Member)	Chatham County Planning
John Hodges-Copple (Member)	Triangle J Council of Governments
Geoff Green (Member)	GoTriangle
Julie Bollinger (Member)	NCDOT, TPB
Kelly Becker (Member)	NCDOT, Traffic Operations
Kurt Stolka (Member)	UNC
Richard Hancock (Alternate)	NCDOT, Division 5
David Keilson (Alternate)	NCDOT, Division 5
Bryan Poole (Alternate)	City of Durham Transportation
Mary Jane Nirdlinger (Alternate)	Chapel Hill Planning
Lisa Jemison (Alternate)	Research Triangle Foundation
Eddie Dancausse	Federal Highway Administration
John Tallmadge	GoTriangle
Dale McKeel	City of Durham/DCHC MPO
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Aaron Cain	DCHC MPO
Brian Rhodes	DCHC MPO

Quorum Count: 24 of 31 Voting Members

46 Chair Ellen Beckmann called the meeting to order at 9:01 a.m. A roll call was performed. The
 47 Voting Members and Alternate Voting Members of the DCHC MPO Technical Committee (TC) were
 48 identified and are indicated above. Chair Ellen Beckmann reminded everyone to sign-in, using the sign-in
 49 sheet that was being circulated.

50 **PRELIMINARIES:**

51 **2. Adjustments to the Agenda**

52 Chair Ellen Beckmann asked if there were any adjustments to the agenda. Aaron Cain requested
 53 that agenda item 5, Approval of Amendment #7 to the FY2016-25 Transportation Improvement Plan (TIP),
 54 be removed from the Consent Agenda and added to the Action Items. Aaron Cain stated that an item on
 55 SPOT P5.0 would be added at the end of the agenda. He also requested that agenda item 11, Status of
 56 Durham and Orange Bus and Rail Investment Plan Updates, be moved to the beginning of the meeting in
 57 order to allow John Tallmadge to leave the meeting in a timely fashion.

58 Felix Nwoko discussed a handout pertaining to the development of performance targets for transit
 59 operators, and the timeframe for developing these performance targets.

60 **3. Public Comments**

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

63 **CONSENT AGENDA:**

64 **4. Approval of December 21, 2016 Meeting Minutes**

65 Chair Ellen Beckmann asked if there was any discussion on the December 21, 2016 meeting
 66 minutes. There was no discussion of the December meeting minutes. John Hodges-Copple made a motion
 67 to approve the December 21, 2016 meeting minutes. Max Bushell seconded the motion. The motion
 68 passed unanimously.

69 **ACTION ITEMS:**

70 **5. Approval of Amendment #7 to the FY 2016-25 Transportation Improvement Plan**

71 Aaron Cain, LPA Staff

72 Aaron Cain reviewed the contents of Amendment #7 to the FY 2016 -25 TIP.

73 Pierre Osei-Owusu asked whether the GoTriangle project was the Transit-Oriented Development
74 (TOD) project, and Aaron Cain informed him that it was not.

75 Chair Ellen Beckmann commented that she noticed that the state was adding projects that
76 scored well in prioritization and that are in the draft STIP for the purposes of starting planning and
77 environmental studies.

78 Geoff Green made a motion to approve Amendment #7 to the FY 2016-25 TIP. Hannah Jacobson
79 seconded the motion. The motion passed unanimously.

80 **6. Election of Technical Committee Officers for 2017**

81 Aaron Cain, LPA Staff

82 John Hodges-Copple, TJCOG

83 Max Bushell, Orange County

84 At the December TC meeting, a nominating committee, consisting of John-Hodges Copple, Max
85 Bushell, Kumar Neppalli, and Geoff Green, recommended Ellen Beckmann for TC Chair and Margaret
86 Hauth for TC Vice-Chair. No other nominations were put forward at that time.

87 John Hodges-Copple made a motion to elect Ellen Beckmann as TC Chair and Margaret Hauth as
88 TC Vice Chair. Max Bushell seconded the motion. The motion passed unanimously.

89 **7. Draft FY2018 Unified Planning Work Program (UPWP)**

90 Meg Scully, LPA Staff

91 Meg Scully stated that other than a few minor grammatical corrections, no changes were made
92 since the TC last saw the UPWP. Meg Scully discussed two projects that will likely be added to the UPWP
93 at a later date, a US 15-501 corridor study and an Intelligent Transportation Systems (ITS) project. She
94 stated that the details of these projects are still being worked out and they will likely be presented to
95 the TC in March 2017.

96 Felix Nwoko stated that the ITS project was a regional one, and that it would be completed in
 97 conjunction with the Capital Area Metropolitan Planning Organization (CAMPO), the North Carolina
 98 Department of Transportation (NCDOT), and GoTriangle.

99 Bergen Watterson and Meg Scully discussed the schedule for the upcoming public hearing.

100 Vice Chair Ellen Beckmann and Meg Scully discussed how the two additional projects might
 101 affect local funding. Meg Scully stated that these projects would have no impact on the local match
 102 required for the FY 18 UPWP. Felix Nwoko confirmed that no local match was required, and described
 103 the cost of and funding sources for the ITS project. Meg Scully, Andy Henry, and Felix Nwoko discussed
 104 whether the US 15-501 study would require a local match.

105 Pierre Osei-Owusu asked for and received clarification about Local Planning Agency (LPA)
 106 unused funds. Max Bushell asked for and received clarification about how decisions about LPA unused
 107 funds are made.

108 Chair Ellen Beckmann described the parameters of the US 15-501 corridor study.

109 Geoff Green made a motion to approve the FY18 UPWP and to recommend that the MPO Board
 110 hold a public hearing. Vice Chair Margaret Hauth seconded the motion. The motion passed
 111 unanimously.

112 **8. CMAQ Applications for FY 2018-19**

113 Aaron Cain, LPA Staff

114 Eleven Congestion Mitigation and Air Quality (CMAQ) applications were submitted by local
 115 jurisdictions and agencies by the deadline of December 16, 2016. One late submittal was received from
 116 Triangle J Council of Governments (TJCOG) for its Transportation Demand Management (TDM) program.
 117 Since not all projects can be funded, the LPA Staff has performed an analysis to help guide the selection
 118 of projects that will be submitted to the Federal Highway Administration (FHWA). Aaron Cain discussed
 119 the number of applications that were received, including the late application from TJCOG. He requested
 120 that a subcommittee meet to help determine which applications should be forwarded.

121 Pierre Osei-Owusu asked whether those who submitted applications could be on the
122 subcommittee, and Aaron Cain confirmed that they could participate.

123 Aaron Cain discussed the timeline for bringing the list of chosen projects before the TC and the
124 MPO Board. Vice Chair Ellen Beckmann suggested that members who submitted an application attend
125 the subcommittee meeting in order to answer any questions that may arise.

126 There was discussion of whether Eddie Dancausse could perform a preliminary review of the
127 applications before they are submitted to the state. John Hodges-Copple asked that those reviewing the
128 applications consider whether the proposed project is eligible for CMAQ funding, and whether certain
129 kinds of questions are typically raised for certain kinds of projects. Aaron Cain reminded the TC
130 members that they were to have ensured that projects were eligible for CMAQ funding prior to
131 submitting their applications. Eddie Dancausse agreed to review the CMAQ applications before the
132 subcommittee meeting.

133 Max Bushell and Dale McKeel discussed the application for the Durham bike share-project. Chair
134 Ellen Beckmann clarified that bike-share operations are not eligible for CMAQ funds, though capital
135 expenses are eligible.

136 Pierre Osei-Owusu and Eddie Dancausse discussed whether the state may be able to provide
137 unused CMAQ funds, as has occurred in the past. Chair Ellen Beckmann stated that in the past, projects
138 were put in ranked order in case extra funding became available. Aaron Cain stated that projects could
139 be placed in ranked order this time around. John Hodges-Copple discussed the two components of
140 CMAQ funding.

141 Eddie Dancausse stated that questions about CMAQ funding should be directed to Heather
142 Hildebrandt at NCDOT.

143 Aaron Cain suggested holding the subcommittee meeting after the February 8, 2017 MPO Board
144 meeting.

145 Pierre Osei-Owusu made a motion to accept TJCOG’s late application and to convene a CMAQ
 146 subcommittee. Kumar Neppalli seconded the motion. The motion passed unanimously.

147 **9. Comprehensive Transportation Plan (CTP) -- Public Input**

148 Andy Henry, LPA Staff
 149 Julie Bollinger, NCDOT

150 The MPO Board released the draft CTP at its December meeting for a three-month public input
 151 process. The MPO advertised the CTP public input opportunity in local newspapers, on an email list, and
 152 via social media. Andy Henry reviewed the schedule for upcoming CTP presentations to local boards and
 153 commissions, elected officials, and citizen workshops.

154 Max Bushell discussed the Orange Unified Transportation (OUT) Board’s feedback on the CTP
 155 presentation, and its promise to provide more detailed feedback on the CTP.

156 Andy Henry reviewed the results of recent presentations. Andy Henry and Cara Coppola
 157 discussed feedback received from the Chatham Transportation Advisory Committee.

158 Andy Henry discussed the nature of the comments he has received to date. Andy Henry
 159 promised to compile these comments and provide a 1-page summary of comments for his presentation
 160 to the MPO Board.

161 Andy Henry recommended moving the MPO Board’s adoption of the CTP from March to April so
 162 that staff would have more time to complete work on the CTP. Chair Ellen Beckmann commented that
 163 County Transit Plans are also scheduled for approval at the April MPO Board meeting, and that it would
 164 be an action-packed meeting. Andy Henry stated that he would update the MPO Board in March so that
 165 there would be no surprises at the April meeting. Andy Henry stated that he would work with the
 166 jurisdictions to make sure they were in agreement about the CTP.

167 Felix Nwoko inquired whether there were any disagreements between the MPO and NCDOT on
 168 the CTP. Andy Henry stated that there were not any, especially now that the MPO has agreed to use 4-
 169 lane streets with narrow medians instead of 5-lane streets.

170 Hannah Jacobson asked for and received clarification about the date of the Durham meeting.

171 Bergen Watterson asked for and received clarification about how Orange County staff would
 172 provide input for the CTP.

173 Chair Ellen Beckmann suggested that the staff meet after the public comment period. Chair Ellen
 174 Beckmann confirmed that the public hearing on the draft CTP would occur at the February MPO Board
 175 meeting.

176 Hannah Jacobson made a motion to recommend that the MPO Board conduct a draft CTP public
 177 hearing. Pierre Osei-Owusu seconded the motion. The motion passed unanimously.

178 **10. Comments on Draft FY2018-2026 STIP**

179 Aaron Cain, LPA Staff

180 The draft State Transportation Improvement Program (STIP) was released on December 22,
 181 2016. LPA Staff has set up a meeting with NCDOT to review the draft STIP on March 8, 2017, following
 182 the MPO Board meeting. Aaron Cain requested that a subcommittee convene to prepare comments and
 183 questions for the meeting with NCDOT.

184 Max Bushell suggested that Aaron Cain send out a Doodle Poll to determine the date of the
 185 subcommittee meeting.

186 Chair Ellen Beckmann suggested that subcommittee members review the comments from
 187 previous meetings to prepare for the subcommittee meeting.

188 Felix Nwoko stated that this may be an opportunity to review unresolved issues in the STIP from
 189 previous years.

190 Aaron Cain stated that he was working on a document that compares the current STIP with the
 191 draft FY 18-27 STIP, and that he would circulate it as soon as it is available.

192 Chair Ellen Beckmann commented that scheduling projects is quite important when it comes to
 193 the STIP. She noted that projects scheduled in the first five years are committed projects, and that she
 194 was disappointed that the NC 54 project keeps being reprioritized.

195 John Hodges-Copple and Max Bushell discussed projects that get stuck in the developmental
 196 stage, and how these kinds of projects get counted against the MPO even as they fail to materialize.

197 Chair Ellen Beckmann and Aaron Cain asked members to prepare their questions and comments
 198 in advance of the subcommittee meeting. Aaron Cain stated that he would accept comments and
 199 questions in advance of the subcommittee meetings.

200 Chair Ellen Beckmann stated that the recommendations of the subcommittee would come back
 201 to the TC in February.

202 This item was informational and no further action was required by the TC.

203 **11. Status of Durham and Orange Bus and Rail Investment Plan Updates**

204 John Tallmadge, GoTriangle

205 John Tallmadge discussed reasons for updating the Bus and Rail Investments Plans (BRIPs), and a
 206 timeline for updating the plans and taking the plans to local governing boards. John Tallmadge also
 207 highlighted key issues that will be addressed by the updates, namely the state legislature’s 10% cap on
 208 rail projects, the increased cost of the Chapel Hill Bus Rapid Transit (BRT) project, and funding for the
 209 commuter rail between Durham and Raleigh.

210 Felix Nwoko suggested moving the March TC meeting from March 22 to March 29 so that the TC
 211 would have adequate time to review the updated plans, which are scheduled for completion on March
 212 27, 2017.

213 Chair Ellen Beckmann pointed out that the public comment period ends on March 13, and public
 214 comments would be available even if the March TC meeting is not rescheduled.

215 Chair Ellen Beckmann and John Tallmadge discussed the number of staff working group
 216 meetings that would occur between the close of the public comment period and completion of the
 217 plans.

218 Chair Ellen Beckmann and John Tallmadge discussed the schedule for meeting with governing
 219 boards.

220 John Hodges-Copple recommended reserving the City Council Meeting Room for a BRIP
 221 subcommittee meeting on March 22, 2017.

222 John Hodges-Copple made a motion to reschedule the March TC meeting on March 29. Geoff
 223 Green seconded the motion. The motion passed unanimously.

224 John Tallmadge stated that he would review key issues in the draft plan, and not just comments
 225 that have been received, at the February TC meeting.

226 **12. SPOT P5.0**

227 Felix Nwoko, LPA Manager

228 Felix Nwoko stated that the schedule for Strategic Planning Office of Transportation
 229 Prioritization 5.0 (SPOT P5.0) is available. Felix Nwoko called attention to the June 26, 2017 deadline for
 230 entering projects, and highlighted the dates of upcoming NCDOT webinars. Felix Nwoko discussed past
 231 attempts to develop alternative criteria for regional projects, and emphasized the fact that all MPOs and
 232 divisions must agree to any proposed alternative criteria. Felix Nwoko also reviewed the definition of a
 233 committed project.

234 Chair Ellen Beckmann suggested using the SPOT P5.0 deadlines to develop an internal schedule
 235 of meetings. Chair Ellen Beckman discussed the attempts of rural areas to develop alternate criteria for
 236 regional projects. Felix Nwoko discussed DCHC MPO's attempts to develop alternate criteria during the
 237 SPOT P4.0 process.

238 John Hodges-Copple suggested that the MPO track how scoring is being developed for SPOT
 239 P5.0.

240 There was discussion about proactively approaching CAMPO about developing alternate criteria
 241 for regional projects. There was additional discussion of other MPOs, RPOs, and divisions that might
 242 support alternative criteria for regional projects.

243 John Hodges-Copple discussed issues that arise when scoring projects that straddle two
 244 jurisdictions.

245 Chair Ellen Beckmann commented that she has only heard about alternative criteria for regional
 246 projects in the context of highway projects. Chair Ellen Beckmann inquired whether the LPA Staff
 247 receives meeting minutes and agendas from the workgroup at the North Carolina Association of
 248 Metropolitan Planning Organization (NCAMPO), and whether they respond to requests for comments.

249 Chair Ellen Beckmann and Geoff Green discussed whether he would be willing to continue his
 250 work on comparing the Durham-Orange Light Rail Transit (D-O LRT) project to scoring criteria.

251 Chair Ellen Beckmann asked for regular updates about workgroup decisions on fixed guideway
 252 projects.

253 Max Bushell and John Hodges-Copple discussed whether the webinars might provide an
 254 opportunity for specific discussions with NCDOT staff.

255 Chair Ellen Beckmann and Felix Nwoko discussed the implications of the increased number of
 256 submittals allowed in SPOT P5.0. There was discussion of the inconsistencies in the scaling of projects,
 257 particularly fixed guideway projects.

258 Bergen Watterson and Chair Ellen Beckmann discussed whether each jurisdiction would only be
 259 allowed to submit a limited number of projects. Chair Ellen Beckmann, Vice Chair Margaret Hauth, and
 260 Dale McKeel discussed how allocating projects by jurisdiction was handled in past rounds of SPOT
 261 prioritization.

262 Geoff Green discussed how projects carried over from SPOT P4.0 may be counted in SPOT P5.0.

263 Chair Ellen Beckmann and Felix Nwoko discussed the next steps in this process.

264 This item was informational and no further action was required by the TC.

265 **REPORTS:**

266 **13. Reports from the LPA Staff**
 267 **Felix Nwoko, LPA Staff**

268 Felix Nwoko stated that interviews for the NC 54 west corridor study are scheduled for February
 269 9, 2017. In response to a question from Geoff Green, Felix Nwoko stated that a contract has been signed
 270 for the managed lane study and that he was preparing for the kick-off meeting for the project.

271 Chair Ellen Beckmann stated that a few items were out of date in the staff report, and that the
 272 toll study and the NC 54 study should be added to the list of ongoing projects. She asked the LPA Staff to
 273 make needed updates for the next TC meeting.

274 **14. Report from the DCHC MPO TC Chair**
 275 **Ellen Beckmann, DCHC MPO TC Chair**

276 There was no report from the DCHC MPO TC Chair.

277 **15. NCDOT Reports**

278 David Keilson, NCDOT Division 5, stated that he had no additional report but that he wanted to
 279 provide clarification about a question that was asked earlier in the meeting. David Keilson discussed the
 280 benefits of programming projects in the second half of the STIP.

281 Max Bushell and Richard Hancock discussed what happens when projects fall out of the
 282 developmental program. Chair Ellen Beckmann cited the I-40 widening in Orange County as an example of
 283 such a project. Max Bushell and Vice Chair Margaret Hauth discussed the status of a previously funded
 284 project on Churton Street.

285 Scott Whiteman asked about a project at Vickers and Lakewood, which is supposed to be let in
 286 January. Kelly Becker stated that this is a safety project that primarily involves minor signal modifications.

287 There was no report from NCDOT Division 7.

288 There was no report from NCDOT Division 8.

289 There was no report from NCDOT Transportation Planning Branch.

290 There was no report from NCDOT Traffic Operations.

291 **INFORMATIONAL ITEMS:**

292 **16. Recent News, Articles, and Updates**

