

1 **DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION BOARD**

2 **10 January 2018**

3
4 **MINUTES OF MEETING**

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6 The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board met on January
7 10, 2018, at 9:00 a.m. in the City Council Committee Room, located on the second floor of
8 Durham City Hall. The following people were in attendance:

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10	Damon Seils (MPO Board Chair)	Town of Carrboro
11	Vice Chair Wendy Jacobs (MPO Board Vice Chair)	Durham County
12	Vernetta Alston (Member)	City of Durham
13	Charlie Reece (Member)	City of Durham
14	Ellen Reckhow (Member)	GoTriangle
15	Pam Hemminger (Member)	Town of Chapel Hill
16	Nina Szlosberg-Landis (Member)	NC Board of Transportation
17	Heidi Carter (Alternate)	Durham County
18	Jenn Weaver (Alternate)	Town of Hillsborough
19	Michael Parker (Alternate)	Town of Chapel Hill
20	Penny Rich (Alternate)	Orange County
21		
22	Richard Hancock	NCDOT, Division 5
23	Ed Lewis	NCDOT, Division 7
24	Bryan Kluchar	NCDOT, Division 8
25	Jen Britt	NCDOT, Division 8
26	Julie Bogle	NCDOT, TPD
27	Tina Moon	Town of Carrboro
28	Kayla Seibel	Town of Chapel Hill
29	Geoff Green	GoTriangle
30	Ellen Beckmann	City of Durham
31	Evan Tenenbaum	Durham County
32	Eddie Dancausse	Federal Highway Administration
33	Felix Nwoko	DCHC MPO
34	Andy Henry	DCHC MPO
35	Meg Scully	DCHC MPO
36	Aaron Cain	DCHC MPO
37	Dale McKeel	DCHC MPO
38	Brian Rhodes	DCHC MPO
39	Mo Devlin	DCHC MPO
40	Anne Phillips	DCHC MPO
41	Darrell Mangum	City of Durham
42	Nishith Trivedi	Orange County

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44 Quorum Count: 9 of 10 Voting Members

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.