

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

2 **13 November 2019**

3
4 **MINUTES OF MEETING**

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6 The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board met on
7 November 13, 2019, at 9:00 a.m. in the 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 (Chair)	Town of Carrboro
11	Wendy Jacobs (Vice Chair)	Durham County
12	Charlie Reece (Member)	City of Durham
13	Michael Parker (Member)	Town of Chapel Hill
14	Jenn Weaver (Member)	Town of Hillsborough
15	Renee Price (Member)	Orange County
16	Ellen Reckhow (Member)	GoTriangle
17	Nina Szlosberg-Landis (Member)	NC Board of Transportation
18	Mike Fox (Alternate)	NC Board of Transportation
19		
20	Richard Hancock	NCDOT, Division 5
21	Pat Wilson	NCDOT, Division 7
22	Bryan Kluchar	NCDOT, Division 8
23	Scott Whiteman	Durham County
24	Nish Trivedi	Orange County
25	Craig Benedict	Orange County
26	Evan Tenenbaum	City of Durham
27	Lindsay Smart	City of Durham (Parks and Rec)
28	Patrick Young	Durham City/County Planning
29	Jomar Pastorelle	Town of Chapel Hill
30	Bergen Watterson	Town of Chapel Hill
31	Tina Moon	Town of Carrboro
32	Zach Hallock	Town of Carrboro
33	Patrick McDonough	GoTriangle
34	Jay Heikes	GoTriangle
35	Katherine Eggleston	GoTriangle
36	Chassem Anderson	University of North Carolina
37	Andrea Eilers	TJCOG
38	Wannetta Mallette	BGMPO
39	Cy Stober	City of Mebane
40		
41	Bill Judge	City of Durham
42	Felix Nwoko	DCHC MPO
43	Andy Henry	DCHC MPO
44	Meg Scully	DCHC MPO
45	Aaron Cain	DCHC MPO
46	Brian Rhodes	DCHC MPO

47 Robert Jahn DCHC MPO
48 Dale McKeel City of Durham/DCHC MPO
49
50 Heidi Perov Resident

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52 Quorum Count: 8 of 10 Voting Members
53
54

55 Chair Damon Seils called the meeting to order at 9:00 a.m. A roll call was performed. The
56 Voting Members and Alternate Voting Members of the DCHC MPO Board were identified and are
57 indicated above. Chair Damon Seils reminded everyone to sign-in using the sign-in sheet that was being
58 circulated.

59 **PRELIMINARIES:**

60 **2. Ethics Reminder**

61 Chair Damon Seils read the Ethics Reminder and asked if there were any known conflicts of
62 interest with respect to matters coming before the MPO Board and requested that if there were any
63 identified during the meeting for them to be announced. There were no known conflicts identified by
64 the MPO Board Members.

65 **3. Adjustments to the Agenda**

66 There were no adjustments to the agenda.

67 **4. Public Comments**

68 Felix Nwoko presented Sean Egan as the new Director of Transportation for the City of
69 Durham. Sean Egan introduced himself to the MPO Board.

70 **5. Directives to Staff**

71 The Directives to staff were included in the agenda packet for review.

72 **CONSENT AGENDA:**

73 **6. October 9, 2019 MPO Board Meeting Minutes**

74 Renee Price made a motion to approve the Consent Agenda. Michael Parker seconded the
75 motion. The motion passed unanimously.

76 **ACTION ITEMS:**

77
78 **7. NCDOT's Complete Streets Policy and Implementation Guide**
79 **Hanna Cockburn, Director, NCDOT Integrated Mobility Division**
80 **Dale McKeel, LPA Staff**

81 Hanna Cockburn stated that the North Carolina Department of Transportation (NCDOT) has
82 merged the Bicycle and Pedestrian Division with the Public Transportation Division to create the
83 Integrated Mobility Division. Hanna Cockburn continued that the final division alignment is
84 scheduled to be completed by the end of January 2020. Hanna Cockburn and Michael Parker
85 discussed the funding practices for the new division and Hanna Cockburn stated that realigning
86 funding was not in her control.

87 Hanna Cockburn stated that the North Carolina Board of Transportation updated the
88 Complete Street Policy in August 2019, and the Secretary James Trogdon added implementation
89 guidance. Hanna Cockburn noted that one reason for the change in policy is due to the growing
90 population. Hanna Cockburn continued that an additional reason for the policy change was due to
91 the relatively high number of bicycle and pedestrian fatalities as compared with other states. Hanna
92 Cockburn stated that resources for MPOs and member jurisdictions included; NCDOT reviews of prior
93 and existing policy, the updated policy, the NCDOT implementation guide, and a Frequently Asked
94 Questions (FAQ) document. Hanna Cockburn stated that the implementation guide for the Complete
95 Streets Policy includes guidance regarding cost share, which differs from the previous policy. Hanna
96 Cockburn discussed process changes, policy changes, updated roadway manuals, and increasing
97 communication.

98 Chair Damon Seils and Hanna Cockburn discussed that stakeholder feedback is included in
99 the Complete Streets Policy Update Report. Chair Damon Seils and Hanna Cockburn discussed that

100 current and future questions from stakeholders will be incorporated in the FAQ document, which will
101 be updated as needed and is forthcoming. Chair Damon Seils asked how the new policy related to
102 funding allocation. Hanna Cockburn responded that pedestrian facilities are identified as part of
103 highway projects, but it does not address issues associated with Strategic Transportation
104 Investments (STI) law or independent bicycle and pedestrian (bike/ped) projects. Chair Damon Seils
105 asked if funding for the portion of the bike/ped facilities be drawn from the bike/ped allocation.
106 Hanna Cockburn responded that bicycle and pedestrian facilities associated with highway projects
107 cannot be drawn from the bicycle and pedestrian funding.

108 Ellen Reckhow and Hanna Cockburn discussed that guidelines for determination of bike/ped
109 facilities can be located in recently released Federal Highway Administration (FHWA) documents.
110 Ellen Reckhow stated that more safety education is also needed for drivers. Vice Chair Wendy Jacobs
111 and Hanna Cockburn discussed that the soon-to-be-named Complete Streets Policy Coordinator
112 would meet with Regional Transportation Alliance (RTA) should they request a meeting. Vice Chair
113 Wendy Jacobs discussed the importance of educating the public about traffic safety and
114 environmental concerns from vehicle admissions.

115 This was an informational item. No action is necessary.

116 **8. Update of the Triangle Region TDM Plan**
117 **Andrea Eilers, Triangle J Council of Governments**
118 **Dale McKeel, LPA Staff**

119 Andrea Eilers stated that the purpose of the updated Triangle Regional Transportation
120 Demand Management (TDM) Plan is to reduce the reliance of single occupancy vehicles by
121 promoting alternate means of transportation as well as telework. Andrea Eilers stated that funding is
122 received from DCHC MPO, Capital Area Metropolitan Planning Organization (CAMPO), and NCDOT.
123 Andrea Eilers continued that Triangle J Council of Governments (TJCOG) then administers the
124 competitive grant funding. Andrea Eilers stated that there are five goals for the TDM Plan: (1) refine

125 and enhance program evaluation methods; (2) align funding cycles with performance; (3) expand
126 program marketing and outreach; (4) get innovative; and (5) integrate with local and regional
127 planning efforts.

128 There was discussion about the role of the TDM Plan in advocacy for reduction in Vehicle
129 Miles Traveled (VMT). Vice Chair Wendy Jacobs and Andrea Eilers discussed that Durham County and
130 Durham Tech were absent from the list of community partners. Andrea Eilers stated that she will
131 contact Durham County and Durham Tech representatives to discuss their involvement in the TDM
132 Plan. Renee Price noted that Orange County partners with Durham Tech for TDM services. Vice Chair
133 Wendy Jacobs and Andrea Eilers discussed applicant funding as well as alternative funding
134 opportunities for the TDM Plan. Nina Szlosberg-Landis and Andrea Eilers discussed that the TDM Plan
135 was also informed by other TDM programs in similar communities. Renee Price and Andrea Eilers
136 discussed that ride share services may not lead to a significant reduction in VMT. Ellen Reckhow
137 suggested collecting and providing more information about large employers and chambers of
138 commerce in the TDM Plan. Ellen Reckhow suggested adding information about regional service
139 providers, including GoTriangle, in a slide for future presentations.

140 Michael Parker made a motion to release the Triangle Region TDM Plan for public comment.

141 Ellen Reckhow seconded the motion. The motion passed unanimously.

142 **9. Update on Durham and Orange County Transit Plans**

143 **Travis Myren, Orange County Assistant Manager**

144 **Pat Young, Durham City-County Planning Department**

145 **Patrick McDonough, GoTriangle**

146 **Aaron Cain, LPA Staff**

147 Travis Myren stated that the planning framework for the Orange County Transit Plan will
148 involve representatives from Orange County and its municipalities, local transit providers,
149 GoTriangle, DCHC MPO staff, TJCOG, the University of North Carolina (UNC), and the Triangle Area
150 Rural Planning Organization (TARPO). Travis Myren added that a consultant is scheduled to be hired

151 by February 2020 to develop the Orange County Transit Plan and facilitate the public input and
152 stakeholder outreach. Travis Myren stated that, due to the discontinuation of the Durham-Orange
153 Light Rail Transit (DOLRT) project, emphasis has been placed on the North-South Bus Rapid Transit
154 Project (NSBRT), and participation in the ongoing Commuter Rail Study. Travis Myren stated that a
155 total of approximately \$14M will have been invested in the project when the NSBRT is planned to be
156 operational in 2024.

157 Travis Myren stated that the planning committee's short-term goals will be to confirm goals
158 and vision, update the financial modeling, achieve real-time visibility into the expenditures and
159 revenues, amend an implementation agreement, and review staff organization. Travis Myren stated
160 that the medium-term goals will be to review how the transit dollars were spent, demonstrate to the
161 public that the transit revenues are working for residents, ensure short range transit plans are
162 included in the Orange County Transit Plan, and continue working on the NSBRT, the Hillsborough
163 train station, Hillsborough park-and-ride, and the Orange County Public Transportation Mobility-On-
164 Demand project. Travis Myren stated that the long-term plans are to engage the public and
165 stakeholders on transit feedback in Orange County after the NSBRT is operational. Travis Myren
166 added that the Orange County Transit Plan is scheduled to be completed and voted for approval by
167 early 2021.

168 Vice Chair Wendy Jacobs asked how Strategic Planning Office of Transportation (SPOT) 6 and
169 the Orange County Transit Plan will impact each other. Travis Myren stated 2024 is a funding target.
170 Aaron Cain added that the deadline for SPOT 6 submission is May 1 and conversations with Orange
171 County and Chapel Hill are ongoing. Vice Chair Wendy Jacobs and Aaron Cain discussed how the 15-
172 501 and NC 54 are two traffic corridors that connect Orange and Durham counties. There was
173 discussion involving the need for organizational framework within the Orange County Transit Plan

174 and active cooperation between Durham and Orange counties in order to establish effective local
175 and regional transit.

176 Pat Young stated that, due to the discontinuation of the DOLRT project, it was necessary to
177 update the Durham County Transit Plan and reprioritize the use of transit funds. Pat Young added
178 that Engage Durham is a process that will be used to bring community engagement with an emphasis
179 on equity. Pat Young emphasized the importance of regional connections, and the participation of
180 GoTriangle, DCHC MPO, TJCOG, local governments, and local planning departments in the
181 development of the new transit plan. Pat Young stated that key changes that will be made include:
182 (1) revision of the interlocal agreement; (2) creation of a Transit Planning Manager position at DCHC
183 MPO; (3) undertaking convening and coordinating duties for the County Transit Plans by the new
184 Transit Planning Manager; and (4) transitioning duties to lead the Durham County Transit Plan
185 update to DCHC MPO. Pat Young added that a consultant is planned to be hired by January 2020 to
186 assist with technical reviews.

187 Patrick McDonough described the routes, bus stops, and operating expenses of GoDurham,
188 GoTriangle, and Durham County Access. Patrick McDonough described the Durham County Sales Tax
189 allocations as well as improvements to transit services, including: adding bus stops, increasing
190 frequency in certain routes, adding pedestrian facilities, and increasing vehicle purchases. Ellen
191 Reckhow and Katherine Eggleston discussed the number of additional bus stops to be included as
192 part of capital improvements. Vice Chair Wendy Jacobs requested that the presentation include
193 further specificity and clarity on capital improvements in order to better inform residents. Pat Young
194 added that the Engage Durham portion of the community outreach will not include this presentation;
195 instead it will focus more on listening to residents' transportation needs and ideas. There was
196 discussion about advertising and communication to residents.

197 Patrick McDonough stated that, compared with its transit peers, Durham performs well in
198 many transportation metrics. Charlie Reece stated that, in his experience, this is not well
199 communicated to, or understood by, residents. Nina Szlosberg-Landis discussed the need for a more
200 robust communications effort leading into the update of the Durham and Orange County Transit
201 Plans. Patrick McDonough stated that there is an effort to advertise the Engage Durham outreach on
202 GoDurham buses. Patrick McDonough discussed metrics for bus ridership, including: reason for
203 travel, ethnicity, income, and origin and destination locations. Patrick McDonough presented
204 information on volume of trips along travel corridors.

205 Patrick McDonough stated that, according to recent survey results, 60% of responders
206 reported that their top priority was on-time buses. There was discussion about further investigation
207 of travel times. Patrick McDonough stated that travel data showed that travel times are getting
208 longer. Vice Chair Wendy Jacobs suggested there be a “key takeaway” for each slide.

209 Chair Damon Seils, Vice Chair Wendy Jacobs, and Ellen Reckhow acknowledged that Patrick
210 McDonough was leaving his position at GoTriangle and commended him for his ongoing dedication
211 and performance while at GoTriangle.

212 Aaron Cain presented the updates and improvements to GoDurham services that will begin in
213 January 2020, which include increasing route frequency, additional bus stops, and bus stop
214 improvements. Aaron Cain stated that there are several studies, including: the Regional Transit
215 Center Relocation Feasibility Study, Bus Operations and Maintenance Facility Study, and the
216 Commuter Rail Study. Michael Parker and Katherine Eggleston discussed that an aspect of the
217 Regional Transit Relocation Feasibility study will be for the bus systems to be more collaborative and
218 to centralize systems. Aaron Cain added that the Regional Transportation Alliance (RTA) is also
219 considering a regional BRT study. Aaron Cain presented information on the SPOT 6 process, which
220 has a submittal deadline on May 1, 2020. Aaron Cain stated that there will be recommendations for

221 transit projects included in the SPOT 6 submittals. Ellen Reckhow and Aaron Cain discussed that the
222 SPOT 6 submittal process does not commit the MPO to any project because there is a local points
223 process after submittal, and then there is also an opportunity to remove projects from consideration.
224 Vice Chair Wendy Jacobs stated CAMPO submitted several transit projects to SPOT 5, and added that
225 integrated mobility should be incorporated into the County Transit Plans. Aaron Cain discussed that
226 the Complete Streets Policy from NCDOT will impact projects that have not currently finished the
227 National Environmental Policy Act (NEPA) process. Pat Young reemphasized that the Durham and
228 Orange County Transit Planning Plan process is transparent with consistent communication.

229 This was an informational item only. There is no further action required.

230 **10. MPO Reorganization and Governance**

231 **Damon Seils, MPO Board Chair**

232 **Aaron Cain, LPA Staff**

233 Aaron Cain presented the new organizational chart for the DCHC MPO staff, which is
234 currently restructuring. Aaron Cain stated that there are a few positions that are being actively
235 recruited. Chair Damon Seils stated that changes in the Durham and Orange County Transit Plans are
236 also reflected in duties of the new Transit Planning Manager, who is also referred to as Staff Working
237 Group (SWG) Administrator. Chair Damon Seils stated that he, along with Vernetta Alston, Michael
238 Parker, and Jenn Weaver, will form a committee in order better communicate and respond to the
239 needs of, and strengthen the role of, the MPO. Vice Chair Wendy Jacobs requested the
240 organizational chart for the MPO staff that includes names along with titles when the positions have
241 been filled. Aaron Cain stated he would send that to the Board members.

242 This was an informational item. No action is necessary.

243 Ellen Reckhow asked to be excused for the remainder of the meeting. Michael Parker made a
244 motion to excuse Ellen Reckhow to leave the November 13 MPO meeting early. Jenn Weaver
245 seconded the motion. The motion passed unanimously.

246 **11. NC 54 West Corridor Study - Phase Two**
247 **Aaron Cain, LPA Staff**

248 Aaron Cain stated that Phase Two of the NC 54 West Corridor Study has been presented to
249 the Board of Aldermen of the Town of Carrboro, the Orange County Board of Commissioners, and the
250 Chapel Hill Town Council. Aaron Cain added that the TC recommended at their November 20 meeting
251 that the Board: (1) receive the report; (2) direct MPO staff to proceed with the implementation of
252 safety and operational improvements in the corridor as shown in the study; and (3) direct MPO staff
253 to work with local staff from Orange County and Carrboro and partners to identify future work. Chair
254 Damon Seils and Renee Price discussed including a representative from both Division 7 and TARPO to
255 work with MPO, Orange County, and Carrboro staffs.

256 Mike Fox made a motion to receive the report; direct MPO staff to advocate for the
257 implementation of operational and safety improvements in the corridor as shown in the study; and
258 direct local staff from Orange County and Carrboro to work with MPO staff, as well as TARPO staff
259 and Division 7 staff, to identify future work. Michael Parker seconded the motion. The motion passed
260 unanimously.

261 **12. 2020 Safety Performance Measures**
262 **Andy Henry, LPA Staff**

263 Andy Henry stated that MPO staff recommends adopting the NCDOT Safety Performance
264 Measure targets because the targets are ambitious and using the NCDOT targets allows the MPO to
265 use the NCDOT data. Andy Henry added that these targets would also be incorporated into the 2045
266 Metropolitan Transportation Plan (MTP). Andy Henry stated that the Transportation Performance
267 Measures (TPM) are; total fatalities, fatality rate, serious injuries, serious injury rate, and total non-
268 motorized fatalities and serious injuries. Andy Henry continued that the safety performance targets
269 must be readopted by February 27, 2020. Nina Szlosberg-Landis suggested that the TPM data be
270 humanized to reflect that residents are being impacted by vehicle injury or death. Nina Szlosberg-

271 Landis suggested the possibility of broadening the definition of safety measures to include such areas
272 as climate change and air quality. Vice Chair Wendy Jacobs and Andy Henry discussed safety projects
273 in the DCHC MPO region and agreed to convene following the MPO Board meeting to continue the
274 discussion.

275 Mike Fox made a motion to adopt the resolution endorsing the state's safety performance
276 measure targets. Michael Parker seconded the motion. The motion passed unanimously.

277 **13. 2045 Metropolitan Transportation Plan -- Amendment #2 (MTP)**
278 **Andy Henry, LPA Staff**

279 Andy Henry stated Amendment #2 to the 2045 Metropolitan Transportation Plan (MTP) has
280 been released for public comment. Andy Henry stated that language in the document has been
281 changed to include North Carolina Central University (NCCU) in a downtown transit description. Andy
282 Henry stated that language has also been changed to refer to shared use paths as, "shared use paths
283 and other protected bicycle and pedestrian facilities."

284 Mike Fox made a motion to adopt Amendment #2 to the 2045 Metropolitan Transportation
285 Plan (MTP) by resolution. Renee Price seconded the motion. The motion passed unanimously.

286 **14. FY2020-2029 Transportation Improvement Program**
287 **Aaron Cain, LPA Staff**

288 Aaron Cain stated that the action is to release the FY2020-2029 Transportation Improvement
289 Program (TIP) for a 21-day public comment period.

290 Michael Parker made a motion to release the TIP for a 21-day public comment period. Jenn
291 Weaver seconded the motion. The motion passed unanimously

292 **15. 2020 MPO Board and Technical Committee Meeting Schedule**
293 **Aaron Cain, LPA Staff**

294 Aaron Cain presented the 2020 meeting schedule for both the MPO Board and the Technical
295 Committee. Aaron Cain stated that, due to the NCDOT Transportation Summit in Raleigh, the MPO
296 Board Meeting in January is recommended to be moved from January 8 to January 15, 2020.

297 Michael Parker made a motion to adopt the 2020 MPO Board Committee meeting schedule
298 as amended to move the January meeting from January 8 to January 15. Mike Fox seconded the
299 motion. The motion passed unanimously.

300 **16. Election of Officers for the DCHC MPO Board**
301 **Damon Seils, Chair**
302 **Aaron Cain, LPA Staff**

303 Chair Damon Seils stated that he appointed Charlie Reece, Renee Price, and Karen Howard to
304 be the nominating committee for the elections of officers for the DCHC MPO Board. Chair Damon
305 Seils continued that the nominating committee will return at the December 11 MPO Board meeting
306 with recommendations for Chair and Vice Chair for 2020.

307 **REPORTS:**

308 **17. Report from the MPO Board Chair**
309 **Damon Seils, Board Chair**

310 Chair Damon Seils stated that there were no further updates.

311 **18. Report from the Technical Committee Chair**
312 **Nish Trivedi, TC Chair**

313 Nish Trivedi stated that there were no further updates.

314 **19. Report from LPA Staff**
315 **Felix Nwoko, Andy Henry, LPA Staff**

316 Aaron Cain stated that, due to budgetary concerns, Locally Administered Projects Program
317 (LAPP) funding has halted until May 2020. Aaron Cain continued that current projects are being
318 delayed by either not executing the current phase or not proceeding to the next one. Aaron Cain noted
319 that he and member jurisdictions are developing contingency plans.

320 Andy Henry Stated that there was a public meeting on November 17 for the 15-501 Corridor
321 Study. Andy Henry added that he is planning for the MPO Board to vote on releasing the 15-501
322 Corridor Study for public comment at the MPO Board meeting in February 2020. There was discussion
323 about incorporating feedback into the Corridor Study. Andy Henry stated that he has received feedback

324 and it will be included. Vice Chair Wendy Jacobs and Andy Henry discussed locations of the three
325 workshops for the Corridor Study.

326 **20. NCDOT Report**

327 Richard Hancock, Division 5, stated that the roundabout at University Road and Hope Valley
328 Road has resumed regular traffic patterns and the completion of the project (U-5745) is forthcoming.
329 Charlie Reece noted that detour signage still exists on Hope Valley Road. Richard Hancock responded
330 that he will notify appropriate personnel for its removal. Richard Hancock stated that LAPP funds are
331 currently unavailable and therefore projects currently funded by LAPP will be delayed. Richard Hancock
332 stated that May 2020 is the projected date when LAPP funding will resume, but until that time the
333 LAPP funded projects are not scheduled to progress. Richard Hancock stated that he is working with
334 local jurisdictions to ensure that projects move forward pending alternative options or opportunities.

335 Pat Wilson, Division 7, stated that the roundabout at Mount Carmel Church Road and Bennet
336 Road (U-5854) is scheduled to finish signage by January 2020. Chair Damon Seils and Pat Wilson
337 discussed the suspension of LAPP funding and alternative means of continuing to fund ongoing local
338 projects.

339 Pat Wilson, on behalf of Division 8, stated that the Mobi Awards will occur in April 2020, and
340 the deadline for nominations will be on December 16, 2019.

341 There were no further updates from the Transportation Planning Division.

342 There was no report from John Grant, Traffic Operations.

343 **INFORMATIONAL ITEMS:**

344 **21. Recent News, Articles, and Updates**

345 Recent News, Articles and Updates were located in the agenda packet.

346 **ADJOURNMENT:**

347 There being no further business before the DCHC MPO Board, the meeting was adjourned at
348 12:05 p.m.