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DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION

TECHNICAL COMMITTEE

Date 7/27/16

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on July 27, 2016 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:

David Bonk (TC Chair)	Chapel Hill Planning
Ellen Beckmann (TC Vice Chair)	City of Durham Transportation
Kumar Neppalli (Member)	Chapel Hill Engineering
Pierre Osei-Owusu	City of Durham
Tasha Johnson (Member)	City of Durham Public Works
Hannah Jacobson (Member)	City of Durham Planning
Tasha Johnson (Member)	City of Durham Public Works
Tina Moon (Member)	Carrboro Planning
Bergen Watterson (Member)	Carrboro Planning
Cara Coppola (Member)	Chatham County Planning
Laura Woods (Member)	Durham County Planning
Linda Thomas Wallace (Member)	Durham County Planning
Scott Whiteman (Member)	Durham County Planning
Tom Altieri (Member)	Orange County Planning
Max Bushell (Member)	Orange County Planning
John Hodges-Copple (Member)	Triangle J Council of Governments
Patrick McDonough (Member)	GoTriangle
Kelly Becker (Member)	NCDOT, Traffic Operations
Julie Bollinger (Member)	NCDOT, TPB
Kurt Stolka	The University of North Carolina
Geoff Green (Alternate)	GoTriangle
Kayla Seibel (Alternate)	Chapel Hill Planning
Patricia McGuire (Alternate)	Carrboro Planning
David Keilson (Alternate)	NCDOT, Division 5
Eddie Dancausse	FHWA
Shelley Blake	GoTriangle, General Counsel
Ellis Clayton	RDUAA
Ann Stroobank	KERR-TAR RPO
Dale McKeel	City of Durham/DCHC MPO
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Lindsay Smart	DCHC MPO
Brian Rhodes	DCHC MPO
Solanda Adkins	City of Durham

46 Bryan Poole

City of Durham

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48 Quorum Count: 21 of 31 Voting Members

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51 Chair David Bonk called the meeting to order at 9:01 a.m. A roll call was performed. The Voting

52 Members and Alternate Voting Members of the DCHC MPO Technical Committee (TC) were identified and

53 are indicated above. Chair David Bonk reminded everyone to sign in using the sign in sheet that was being

54 circulated.

55

56

PRELIMINARIES:

57 **Adjustments to the Agenda**

58 Chair David Bonk asked if there were any adjustments to the agenda. Lindsay Smart stated there is

59 one. Dale McKeel will discuss the refocusing and grants. Chair David Bonk stated the adjustments will be

60 made based on the comments received. Chair David Bonk asked if there were any additional adjustments

61 to the Agenda. There were none. Chair David Bonk asked for a motion to be made to approve the revised

62 agenda. Patrick McDonough made a motion to approve the revised agenda and Max Bushell seconded the

63 motion. The motion carried unanimously.

64

65 **Public Comments**

66 Chair David Bonk asked if there were any members of the public signed up to speak. There were

67 no members of the public signed up to speak during the meeting.

68

CONSENT AGENDA:

69 **5. Approval of June 22, 2016 Meeting Minutes**

70 Chair David Bonk asked if there was any discussion on the June 22, 2016 meeting minutes. Lindsay

71 Smart stated there were a couple of minor adjustments. There were no other comments or discussions

72 regarding the minutes. Chair David Bonk asked for a motion to be made to approve the June 22, 2016

73 meeting minutes. Patrick McDonough made a motion to approve the June 22, 2016 minutes and Max
74 Bushell seconded the motion. The motion passed unanimously.

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ACTION ITEMS:

77 **6. Wake County Transit Plan**
78 **Patrick McDonough, Go Triangle**

79 The Wake County Transit Plan was approved by the Capital Area Metropolitan Planning
80 Organization (CAMPO) on May 18, 2016 and by GoTriangle on May 25, 2016. Wake County is requesting
81 that the DCHC MPO Board and Burlington-Graham MPO; 1) Approve the Wake County Transit Plan,
82 specifically the financial plan as required by the Local Government Sales Tax Act (N.S.G.S. 105-508, et seg;)
83 and 2) Approve and execute the attached Agreement between GoTriangle, Durham County, Orange
84 County, Wake County, CAMPO, DCHC MPO, and Burlington-Graham MPO setting forth the mutual
85 understanding of the parties.

86 Patrick McDonough noted the items were prepared by the Wake County Manager, Jim Hartmon. It
87 talks about the steps that are needed to take place on the regulatory side so if the referendum is approved
88 things can go forward.

89 Patrick McDonough stated two of our three core counties are operating with an absence sales tax
90 in Durham Orange County. When these counties turned on the revenues, a western triangle district was
91 created. In 2009 when the North Carolina General Assembly created the law, it allowed these
92 referendum/ballots to go forward. Patrick McDonough stated there was a question about how many
93 counties would need to join together to form a whole district within the Triangle or within the Triad.
94 Guilford and Forsyth had implications and Wake, Durham and Orange also had implications. The concern
95 was if there were multiple counties in a region forming separate tax districts, that there may not be
96 coordinated planning. Within the legislation it said if one county went ahead by itself, that that county
97 could be a standalone tax district, but when a second would come forward, two would have to join and

98 any subsequent counties around that would petition the general assembly to join, and join into a single tax
99 district. This item proposes to address the Western Triangle Tax District Partners which includes Durham,
100 Orange County, and identify the Western Triangle Tax District will be amended to become the Triangle Tax
101 District adding Wake County to join Durham and Orange within that combined Tax District under House
102 Bill 148 from the 2009 SEG Session.

103 Patrick McDonough noted although the counties will be joined, all monies will be tracked
104 separately and detailed as requested by both County Managers. Patrick McDonough added Shelley Blake is
105 in the meeting if anyone had any legal questions.

106 John Hodges-Copple stated the Western Tax Division will go away and the Triangle Tax District will
107 be the new entity; they won't be separate tax districts. Shelley Blake stated yes. John Hodges-Copple
108 noted it looks like it references the Durham Orange Transit plan and asked if there was a Durham Orange
109 Transit plan or do we still have separate County Transit plans.

110 Shelley Blake stated nothing will change as far as the Transit plans that are in place for Durham
111 Orange County. John Hodges-Copple stated on page 5 in the article II definitions it says "Durham Orange
112 Transit plan shall mean the plan adopted by Durham County, Orange County, and GoTriangle currently
113 administered"; is that something different.

114 Linda Thomas Wallace stated we do have a copy, and it's an old copy. It's a Durham and Orange
115 County Transit Plan, and the date on it is March 26, 2013. Patrick McDonough asked if it was the
116 implementation agreement between the two counties. Linda Thomas Wallace said she wasn't sure.

117 John Hodges-Copple stated when it gets to the MPO Board, it may be best to provide them with a
118 visual by spelling everything out, and providing them with a status of what the individual counties mean or
119 doesn't mean, and that someone is cross checking the things that are defined in the document and
120 whether they match whatever is legal in print. Patrick McDonough stated that Linda Thomas Wallace may
121 be more in line with what needs to be done and they would check before they get to the MPO Board.

122 Patrick McDonough stated he may reach out to Linda Thomas Wallace to get a copy of what she has to
123 make sure all loose ends are tied up.

124 Chair David Bonk mentioned Wake County is recommending a plan, and going forward with a
125 referendum in the fall; does this action have to take place before the adoption in November? Shelley Blake
126 stated yes, this allows the tax district to expand and allow all the counties into the tax district. Chair David
127 Bonk asked from a timing standpoint if this action takes place between now and November and even post
128 adoption of the referendum in theory. Shelley Black stated yes in theory.

129 Chair David Bonk noted the way the actions to be taken are written causes some concern. Neither
130 this body nor the MPO Board has been given details on the Wake County plan. The TC has heard about it,
131 but for the TC to take an action that will be construed as an endorsement is more than we can do right
132 now. Shelley Blake stated the wording may be off and apologized for not having copies of the documents
133 to present to the TC. Chair David Bonk suggested that a presentation on the plan at the next meeting that
134 would give the TC a better level of comfort in making a recommendation to the MPO Board. Patrick
135 McDonough expressed that they could get the staff from Wake County and or NCAMPO to assist with the
136 presentation. The TC discussed the possibility of creating a subcommittee, and also have the
137 subcommittee report back for the August TC meeting with a recommendation in order to present to the
138 MPO Board in September.

139 John Hodges-Copple commented that it's important that we are timely and clear on this. The
140 complex language should be made clear to the MPO Board. David Altieri stated the MPO Board may be
141 interested in how the Wake County addresses state funding as it relates to capital. Patrick McDonough
142 stated it doesn't have state funding. David Altieri added that's why it's an important point to make. There
143 was continued discussion on the Wake County Transit plan language. Chair David Bonk made a motion that
144 based on the discussion Felix Nwoko will talk to the NCAMPO Wake County group to discuss the sense of
145 urgency for this to be considered by the MPO Board in August. A subcommittee will be created and will

146 provide feedback to the TC in August and provide a recommendation. Chair David Bonk asked for a motion
147 to move forward. David Altieri made a motion, and Linda Thomas Wallace seconded the motion. The
148 motion carried unanimously.

149 Lindsay Smart requested the TC tentatively put a meeting on the calendar in case there is a sense
150 of urgency and a subcommittee needs to take place prior to the of DB suggested a Separate meeting. A
151 meeting was scheduled Friday, August 5th at 11:00 a.m.

152 **7. 5307/5339 Revised Split Letters**
153 **Meg Scully, LPA Staff**

154 NCDOT-Public Transportation Division (PTD) is requesting that the MPO revise the FY2015 and
155 FY2016 5307/5339 Split Letters originally approved by the MPO Board to include a statement indicating
156 that PTD will manage Orange Public Transportation's (OPT) 5307/5339 grants.

157 Meg Scully stated OPT and NCDOT Public Transportation and FTA discussed the opportunity for
158 NCDOT PTD to provide oversight for 5307 and 5311 for OPT. In order for NCDOT to manage the grants they
159 need the split letter to be amended to specifically state the funds will be approved for NCDOT PTD for
160 Orange Public Transit. This allows NCDOT to gain approval from FTA to enter into agreement and enter the
161 grants into the system and manage them. Meg Scully explained the state already provides oversight for
162 5311 funds and OPT will not be open to triannual reviews as the other fixed route direct recipient
163 operators are. They will be open to the NCDOT's oversight of the 5307 and 5311 funds. David Altieri
164 suggested adding that OPT did seek out the assistance of others before the State agreed to do this for OPT.
165 Meg Scully added this is a request that the TC approve the revised split letter. Chair David Bonk stated the
166 TC is being asked to take is recommend that the MPO Board approve the split letters requested by PTD
167 and asked for a motion to be made. Max Bushell made a motion to approve the split letters and Pierre
168 Osei-Owusu seconded the motion. The motion carried unanimously.

169 **8. Grant Reporting Due Dates**
170 **Meg Scully, LPA Staff**

171 There was a review of grant reporting due dates for FY2017. Meg Scully stated this is
172 informational. Meg Scully reviewed due dates on grants 5307, 5303, 5339 and human services grants. No
173 action was required. Everyone was asked to keep on top of their due dates.

174 **9. Revised Amendment #2 to the FY2016-2025 TIP**
175 **Lindsay Smart, LPA Staff**

176 During the DCHC MPO Board meeting on February 10, 2016 the Board reviewed draft amendment
177 #2, and released it for the public review and comment period. The DCHC MPO Board held a public hearing
178 for draft amendment #2 on April 13, 2016. The draft amendment has been out for public comment since
179 February 10, 2016. To date, no public comments have been received. The draft amendment has been
180 advertised in the Triangle Tribune and the Herald Sun. The draft amendment has been posted to the DCHC
181 MPO website and circulated via MPO email listservs.

182 Lindsay Smart referenced material for the Durham Orange Light Rail Project which was included as
183 part of Amendment 2. Lindsay Smart noted Amendment 2 was reviewed by the TC in the winter.
184 Amendment 2 includes the Durham Orange Light Rail and several other state projects. The State took
185 action on the DOT STIP in January to respond to the State budget that was passed last fall. That budget has
186 been changed again. The NCDOT will need to amend their STIP to reflect the State budget that passed in
187 July. The MPO Board has had the amendment out for public review since February. The MPO received
188 comments from the NCDOT and the TC members. Lindsay Smart stated the TC has the revised version of
189 Draft Amendment 2. The changes are only related to the Durham Orange Light Rail Project. The changes
190 made to the project are Amendment 2 proposed to defund the Durham Orange Light Rail Project after
191 2016. Lindsay Smart explained the requirement of the State budget indicates no more than 10% of the
192 total project cost can come from State funding, and no State funding can be put on this project or any light
193 rail project in the state until that project goes through P5.0. P5.0 starts in 2017, so there is time before
194 State funding is available to be put on this project.

195 There was continued discussion regarding the funding and cap amounts in the handout. Chair
196 David Bonk stated there are a lot of unanswered questions about the numbers and how with the State
197 funding being limited and revisions on the Light Rail costs based on inflation and changes to the program.
198 A motion was made by John Hodges-Copple and seconded by Tom Altieri to share the Amendment
199 proposal with the State (NCDOT), get their feedback, and have dialogue with Keith Melton (FTA), and the
200 local FHWA office about some of the assumptions.

201 **10. Training for Locally Managed Federal Projects**
202 **Lindsay Smart, LPA Staff**

203 During the July MPO Technical Committee (TC) meeting, the TC members will provide lists of local
204 project managers that should be invited to attend the locally managed projects training. Two training
205 agenda options will be presented and discussed.

206 Lindsay Smart presented a draft outline for the Training for Locally Managed Federal Projects. She
207 indicated that there were two training sessions; an overview and project implementation in the morning
208 and the afternoon session focused on small group workshops.

209 **11. CTP and MTP Schedules**
210 **Andy Henry, LPA Staff**

211 Andy Henry provided an update on the CTP and MTP processes. Andy Henry indicated the CTP has
212 been submitted to the NCDOT for their internal review and will subsequently be released for public
213 involvement. Andy Henry reviewed the schedules for the CTP and MTP schedules. There was considerable
214 discussion regarding the element of both plans, the timing of bringing the CTP abduction to the MPO
215 Board and how that may affect the 2045 MTP milestones. Andy Henry further explained that the Socio-
216 Economic guide (SE) totals will be presented to the MPO Board in September for informational services. He
217 indicated the MPO Board is not expected to take action on the guide totals. There was considerable
218 discussion amongst the TC regarding the land use / SE component of the 2045 MTP. Andy Henry indicated

219 no motion was needed from the TC. No motion was necessary. This item will be forwarded to the MPO
220 Board for an update at their September meeting.

221 **13. Connect 2045: Update on SE Data, land use modeling and scenarios**
222 **John Hodges-Copple, TJCOGCTP and MTP Schedules**

223 The 2045 Metropolitan Transportation Plan (MTP) will be a joint plan by the DCHC MPO and
224 Capital Area MPO (CAMPO) as has been the case for the last two plan updates. The Triangle J Council of
225 Government (TJCOG) has been responsible for coordinating the many activities and tasks of the two MPOs
226 and of local government staff.

227 John Hodges-Copple reviewed Connect 2045 which essentially is a land use modeling and scenario
228 planning tool. The tool will form a building block for the land use input to the original model. John Hodges-
229 Copple summarized the alternatives and the scenarios. John Hodges-Copple described the framework of
230 the development and mobility investment foundation. He indicated that local land use planners, the two
231 MPOs, and Triangle J Council of Government (TJCOG), have been working collaboratively on these models.
232 John Hodges-Copple also indicated the TJCOG continues to reach out to local planners in the development
233 of Connect 2045. The TC action is to receive and update and provide guidance on the next steps.

234 **11. Earmark Repurposing Request**
235 **Dale McKeel**

236 Dale McKeel provided an update on the Earmark Repurposing request to NCDOT by the City of
237 Durham. Essentially, NCDOT had decided to repurpose the Durham Beltline earmark to the Alston Avenue
238 widening project. However the City of Durham indicated that it would prefer the funds to be repurposed
239 to the old Durham-Chapel Hill Road bicycle and pedestrian project. There was discussion centered on
240 whether the funds should be repurposed in the first place and the broader question regarding the SPOT
241 process and the involvement of locals in funding decision process. There is no action required and it will
242 come forward in the MPO Board meeting in August.

243 **12. Report from Staff**
244 **Felix Nwoko, LPA Staff**

245 There was no report from the Staff.

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

247 **David Bonk, DCHC MPO TC Chair**

248 Chair David Bonk noted a request was made for the TC to bring to the MPO Board information
249 related to their role in the TIP based on Federal rules, and how that role is being accommodated in the
250 current SPOT process. The TC should plan on doing something for the MPO Board in September. Chair
251 David Bonk made an announcement that the State has sent out a notice about TAP funding about to expire
252 by the end of July in the amount of \$7,000,00. They are requesting agreements from local governments to
253 do handicap ramp construction. There are other possible options for how the money can be used. Chair
254 David Bonk asked if the TC had the option to use the money, how they would use the funds.

255

256 **14. NCDOT Reports**

257 David Keilson, NCDOT Division 5 noted there is a public meeting on 7/28/16 at the library on
258 Roxboro Street for the Alston Avenue project. It's only an informational meeting. Bids were recently
259 opened for that project, and Zachary Construction is the low bidder on it. Everyone is finalizing points for
260 the SDI project which is due Friday, 7/29/16.

261 Mike Mills (Pat Wilson/Ed Lewis), Division 7 – NCDOT

262 No report at this time.

263 Brandon Jones (Darius Sturdivant), Division 8 – NCDOT. Submitted paper copies stating Lystra
264 Road is now open.

265 Julie Bollinger, Transportation Planning Branch – NCDOT

266 No report at this time.

267 Kelly Becker, Traffic Operations – NCDOT

268 No report at this time.

269 **INFORMATIONAL ITEMS:**

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

271 Nothing to report.

272 **ADJOURNMENT:**

273 There being no further business before the DCHC MPO Technical Committee, the meeting was
274 adjourned at 11:48 a.m.