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49 Quorum Count: 8 of 10 Voting Members

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52 Chair Wendy Jacobs called the meeting to order at 9:00 a.m. A roll call was performed. The
53 Voting Members and Alternate Voting Members of the DCHC MPO Board were identified and are
54 indicated above. Chair Wendy Jacobs reminded everyone to sign-in using the sign-in sheet that was
55 being circulated. Ellen Reckhow requested an excused absence from the next DCHC MPO Board
56 Meeting on February 12, 2020.

57 Ellen Reckhow made a motion to excuse the absences of Pam Hemminger, Karen Howard,
58 Lydia Lavelle, Penny Rich, and Mark Bell from the January 15, 2020, DCHC MPO Board Meeting. Damon
59 Seils seconded the motion. The motion passed unanimously.

60 **PRELIMINARIES:**

61 **2. Ethics Reminder**

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

66 **3. Adjustments to the Agenda**

67 There were no adjustments to the agenda.

68 **4. Public Comments**

69 There were no comments from the public.

70 **5. Directives to Staff**

71 Chair Wendy Jacobs stated that Damon Seils established a committee from the MPO Board to
72 discuss resources and governance with MPO staff.

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CONSENT AGENDA:

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6. December 11, 2019 MPO Board Meeting Minutes

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Renee Price made a motion to approve the Consent Agenda. Ellen Reckhow seconded the

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motion. The motion passed unanimously.

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ACTION ITEMS:

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7. Draft FY2021 Unified Planning Work Program

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Meg Scully, LPA Staff

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Meg Scully stated that the DCHC MPO is required by federal regulation to prepare an annual

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Unified Planning Work Program (UPWP) that details and guides the urban area transportation

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planning activities. Meg Scully continued that funding for the UPWP is provided by the Federal

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Highway Administration (FHWA) and the Federal Transit Administration (FTA). Meg Scully added that

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the UPWP must identify MPO planning tasks to be performed with the use of federal transportation

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funds.

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Renee Price and Meg Scully discussed that that Orange County does not use the allocated

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federal funding for planning purposes, and its activity is not recorded in the UPWP, but it is recorded

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in other documents such as the Transportation Improvement Program (TIP). Meg Scully stated that

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the UPWP contains an updated organizational chart for the Lead Planning Agency (LPA), and Aaron

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Cain is the new Transportation Planning Manager. Ellen Reckhow and Meg Scully discussed that

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Aaron Cain was transitioning from his former position as Senior Transportation Planner to the

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Transportation Planning Manager. Meg Scully stated that Aaron Cain is recording billable hours to

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the transit work that is paid by the transit tax, where appropriate, which is currently about fifty

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percent of his total time. The Durham County and Orange County transit tax will not fund

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supervision duties. Damon Seils and Meg Scully discussed that LPA staff has been communicating

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with local jurisdictions for the distribution of federal funding and the local match that is required.

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Meg Scully stated that the proposed schedule for UPWP development is as follows: the draft

99 FY2021 UPWP is reviewed by the MPO Board and released for public comment on January 15,
100 2020, then the MPO Board will be asked to hold a public hearing and approve the plan at the Board
101 meeting on February 12.

102 Damon Seils made a motion to release the draft UPWP for public comment. Vernetta Alston
103 seconded the motion. The motion passed unanimously.

104 **8. Durham Transit Plan and Commuter Rail Update**

105 **Katharine Eggleston, GoTriangle**

106 **Patrick Young, Durham City-County Planning**

107 **Sean Egan, City of Durham Transportation**

108 **Aaron Cain, LPA Staff**

109 Patrick Young stated that the listening and learning segment of the community outreach
110 portion of the Durham Transit Plan began in November 2019. Patrick Young continued that the next
111 step would be to use the feedback to help determine community transit goals. Patrick Young added
112 that outreach among the Latinx community is ongoing, and efforts are expanding due to relatively
113 low turnout during the listening and learning portion of community outreach. Patrick Young
114 continued that surveys were distributed among GoDurham and GoTriangle buses to engage riders.
115 Patrick Young stated that the Durham Transit Plan will also use information from MoveDurham,
116 which is a multiyear community engagement study from the City of Durham.

117 Heidi Carter and Patrick Young discussed that the top three identified priorities from the
118 community outreach were improving frequency, geographic coverage, and environmentally friendly
119 transit. Damon Seils and Patrick Young discussed that priorities of different socioeconomic groups
120 have not yet been clarified, but a more detailed report will be given at the March 11 MPO Board
121 Meeting. Chair Wendy Jacobs and Patrick Young discussed that the average socioeconomic status of
122 ridership are different between GoDurham and GoTriangle.

123 Aaron Cain presented a list of the projects in Durham County for the Fiscal Year (FY) 20 Work
124 Plan, which included capital improvements, transit service improvements, as well as other projects.

125 Michael Parker, Aaron Cain, and Katharine Eggleston discussed that Durham's share of Commuter
126 Rail Transit (CTR) Major Investment Study (MIS) was approximately \$850,000. Chair Wendy Jacobs
127 requested that each of the projects contain a description and language that residents can
128 understand. Aaron Cain responded that he will send a description of the projects in the FY20 Work
129 Plan to the MPO Board.

130 Aaron Cain stated that he is in the process of gathering amendments from GoDurham and
131 GoTriangle for the FY20 Work Plan that will pertain to both Durham and Orange counties. Aaron Cain
132 stated that the Staff Working Group (SWG) will meet on January 29 to discuss these amendments,
133 and there are presentations planned for jurisdictional and organizational boards. Aaron Cain
134 described the following projects to the MPO Board: bus stop and access improvements; commuter
135 rail early project development activities; expanding the Fayetteville Street travel emphasis corridor;
136 bus speed and reliability improvements; and mobility and Transportation Demand Management
137 (TDM).

138 Vernetta Alston highlighted the importance of the Fayetteville Street corridor, and means of
139 improving reliability and efficiency. Aaron Cain stated that LPA staff will bring the planning process
140 for the FY21 Work Plan at the end of January 2020. Aaron Cain continued that the LPA staff will
141 present information and ask for feedback from GoTriangle at the end of April, and will present
142 information in front of the GoTriangle Board on June 24. There was discussion that Bus Rapid Transit
143 (BRT) is not presently in the FY20 Work Plan because projects pertaining to a BRT system would
144 currently require work occurring later than FY20. Aaron Cain added that State Prioritization Office of
145 Transportation (SPOT) 6 projects, which contain BRT projects, are scheduled to be presented to the
146 MPO Board in March. Michael Parker and Aaron Cain discussed that most BRT projects in SPOT 6
147 cross both Orange and Durham counties. Michael Parker and Aaron Cain discussed that there will be
148 BRT projects located in the 15-501 corridor included in the SPOT 6 submissions. Patrick Young added

149 that any BRT emphasis corridor projects will also include other travel improvements related to the
150 BRT upgrade.

151 Michael Parker and Aaron Cain discussed that Aaron Cain will coordinate between the
152 Orange County Transit Plan and the Durham County Transit Plan. Chair Wendy Jacobs and Aaron Cain
153 discussed placeholders for BRT planning work. Damon Seils highlighted the importance of completing
154 the Transit Plans and identifying needs of the region before prioritizing needs.

155 Renee Price asked how the Durham Transit Plan will relate to Orange and Chatham counties.
156 Aaron Cain identified other local partners in the Transit Plans effort, including GoTriangle and
157 Triangle J Council of Governments (TJCOG), who will also communicate across county lines. There
158 was discussion that Aaron Cain will be working with Orange and Durham County Transit Plans, and
159 the MPO and GoTriangle will have responsibility for the integration of the two plans. There was
160 discussion of the need for further processes to be developed in order to ensure integration of the
161 Durham and Orange Transit plans.

162 Michael Parker discussed the need to identify other forms of transit besides BRT that will
163 accommodate residents' needs. Ellen Reckhow discussed the need for scheduled evaluation of travel
164 corridors within the MPO boundaries. Chair Wendy Jacobs discussed using funding opportunities as
165 they become available.

166 Aaron Cain added that the deadline for submitting projects for SPOT 6 is May 1. Aaron Cain
167 discussed that there is uncertainty with funding of highway projects due to cash flow issues at
168 NCDOT. Aaron Cain added that the 2050 Metropolitan Transportation Plan (MTP) is ongoing, and it is
169 scheduled to be presented to the MPO Board in approximately 18 months.

170 Katharine Eggleston stated that she will present the same information to the Capitol Area
171 Metropolitan Planning Organization (CAMPO) Board before presenting information on the Commuter
172 Transit Rail project to the Joint Board meeting on January 30. Katharine Eggleston stated that the

173 purpose of the presentation is to give information on the high-level, technical study that evaluated
174 whether the Wake-Durham Commuter Rail Transit (CRT) project could score well enough to receive
175 federal funding. Katharine Eggleston stated that the intent of the study was to update the ridership
176 estimate, review infrastructure recommendations, and refresh cost estimates. Katharine Eggleston
177 added that those purposes would drive eligibility criteria for federal funding assistance. Michael
178 Parker discussed the importance of elected officials and residents to determine which transportation
179 issues that the CRT project would address and the CRT's effectiveness at solving those particular
180 issues. Katharine Eggleston stated that the CRT project is currently in the planning stage of its
181 lifecycle.

182 Katharine Eggleston discussed that the freight corridor is currently owned by North Carolina
183 Railroad (NCRR) and is leased by Norfolk Southern, CSX and Amtrak. Katharine Eggleston stated that
184 at least one (1) additional parallel track would be needed to accommodate CRT. Katharine Eggleston
185 continued that infrastructure cost estimates are currently high-level estimates that would be refined
186 as the project continues. Katharine Eggleston presented the estimates for ridership based on the
187 length of the CRT. Katharine Eggleston stated that the anticipated capital cost from Durham to
188 Garner on an 8-2-8-2 schedule would be approximately \$1.4-1.8B. Katharine Eggleston discussed
189 how capital and operating costs as well as ridership are determined and evaluated by the Federal
190 Transit Administration (FTA). Chair Wendy Jacobs and Katharine Eggleston discussed that not all
191 grade separations are included in the current capital cost estimate because engineering work is not
192 yet a part of the planning process; however, contingency costs are included in the capital cost
193 estimate.

194 Chair Wendy Jacobs and Katharine Eggleston discussed that the NCRR has not stated
195 expectations that grade crossings would be necessary for downtown Durham. Chair Wendy Jacobs
196 and Katharine Eggleston discussed that ridership can be influenced by such issues as land-use

197 planning and station locations. Katharine Eggleston stated that funding for expansion of CRT to
198 Johnston and Orange counties would need to come from a source that is not already identified.
199 Katharine Eggleston stated that capital costs in Durham and Wake counties would depend on a cost
200 sharing agreement between those two counties. Katharine Eggleston discussed prioritization of the
201 CRT versus other investments. Ellen Reckhow and Katharine Eggleston discussed that there will be an
202 estimate on the ability to control costs, and the result would be a more detailed scope of upcoming
203 work to be performed.

204 Renee Price requested that Katharine Eggleston send the updated slides to the MPO Board,
205 and requested information regarding ridership in Mebane and Hillsborough. Katharine Eggleston
206 agreed to provide all information requested.

207 Katharine Eggleston discussed the components and evaluation of the New Starts program
208 that include project justification criteria and local financial commitment criteria. Katharine Eggleston
209 discussed how different scenarios in the CRT scored using the New Starts criteria. Katharine
210 Eggleston discussed the vulnerabilities that the CRT would face in each category. Chair Wendy Jacobs
211 and Katharine Eggleston discussed that in order for a project to meet the necessary criteria, the
212 project must score a *Medium* overall. Chair Wendy Jacobs and Katharine Eggleston discussed the
213 time horizon for estimating ridership. There was discussion about land-use planning and
214 infrastructure investments to increase ridership. There was discussion about peer comparison
215 information for the proposed Wake-Durham CRT compared to other CRTs nationwide and other local
216 transit networks.

217 Michael Parker and Katharine Eggleston discussed that optimization of transit connections
218 are not assumed in this assessment, but could be included in later plans. Ellen Reckhow and
219 Katharine Eggleston discussed equity issues. Katharine Eggleston stated that initial risk assessments
220 are planned with the GoTriangle Board, which will include market, design, and construction risks.

221 Michael Parker and Katharine Eggleston discussed that continued cost for the planning phase
222 could cost between \$8-9M. Damon Seils and Katharine Eggleston discussed the cost of different
223 operating scenarios for the CRT compared to operating costs of the Durham-Orange Light Rail Transit
224 (DOLRT) project. There was discussion about Orange County's continued role in the CRT project and
225 if participation in another phase in the project would be advisable. Vernetta Alston and Katharine
226 Eggleston discussed local staff and stakeholder participation in the CRT plan. Michael Parker
227 discussed the capital costs of the CRT, and the opportunity cost of not choosing other projects.

228 Sean Egan presented a letter from Mayor Steve Schewel to GoTriangle, which highlighted
229 concerns about the public participation process and municipal involvement. Sean Egan continued
230 that the CRT would have financial impacts and other impacts to the Durham community due to grade
231 separations in downtown Durham. Sean Egan continued that the City of Durham has concerns about
232 the cost share plan between Durham and Wake for capital and operating costs. Ellen Reckhow and
233 Sean Egan discussed that Shelly Blake, General Public Manager for GoTriangle, is scheduled to meet
234 with Mayor Schewel on January 17 to discuss risk. There was discussion that Katharine Eggleston
235 would respond to Mayor Schewel's letter at the February 12 MPO Board Meeting, due to time
236 constraints at the current MPO Board meeting.

237 This item was for informational purposes only, and no further action was required.

238 **10. Durham and Orange County FY19 Annual and FY20 Q1 Transit Tax Reports**

239 **Jennifer Hayden, GoTriangle**

240 **Aaron Cain, LPA Staff**

241 Aaron Cain presented the Quarter 1 numbers for the FY2020 Financial Report for the Transit
242 Tax for Durham and Orange counties. Ellen Reckhow stated that the format was not user-friendly,
243 and requested that some of the numbers be color-coded. Chair Wendy Jacobs requested that any
244 further questions be addressed via email.

245 This item was for informational purposes only, and no further action was required.

246

REPORTS:**10. Report from the MPO Board Chair****Wendy Jacobs, Board Chair**

249 Chair Wendy Jacobs relayed information from the 2020 Transportation Summit, including topics
250 concerning transportation as a human need and viable locations for self-driving vehicle projects.

11. Report from the Technical Committee Chair**Nish Trivedi, TC Chair**

253 Nish Trivedi stated that there would be several committees and subcommittees discussing the
254 SPOT projects and processes.

12. Report from LPA Staff**Felix Nwoko, Andy Henry, LPA Staff**

257 Aaron Cain requested to be notified about any changes to the MPO Board Members or
258 Alternates, and added that training is available for them. Aaron Cain stated that the list of SPOT 6
259 submittals may be brought before the MPO Board at the February 12 meeting to be voted on for
260 release for public comment.

13. NCDOT Report

262 Richard Hancock, Division 5, stated that the recently added roundabouts meet standards for
263 markers and markings, however, Division 5 has planned to add additional items, including paint and
264 thermoplastic raised reflective markers, to address safety concerns. Ellen Reckhow stated that the
265 Carver Street roundabout could also use additional safety material. Richard Hancock stated that the
266 Chapel Hill Bike/Ped project (EB-4707A) is underway, but there are utility issues that are inhibiting
267 progress. Richard Hancock added that it is still unclear if this will impact the timeline for completion.
268 Richard Hancock stated that work continues on the East End Connector (U-0071), and there will be a
269 closure at the Ellis Road ramp onto southbound NC 147, but a schedule for the closure is not yet
270 secured. Richard Hancock added that the completion date has likely been pushed back to a later date

271 in 2020. Chair Wendy Jacobs stated that there was a damaged sign at the intersection of Mangum
272 Street and Roxboro Street.

273 Pat Wilson, Division 7, stated that safety improvements along King Street in Hillsborough were
274 delayed due to weather conditions, but work will resume on January 16.

275 Bryan Kluchar, Division 8, stated that there was no further update.

276 There was no further report from the Transportation Planning Division.

277 There was no further report from Traffic Operations.

278 **INFORMATIONAL ITEMS:**

279 **14. Recent News, Articles, and Updates**

280 Aaron Cain stated that the Joint DCHC MPO and CAMPO Board Meeting will be at the Apex
281 Town Hall, which is located at 73 Hunter Street in Apex, NC, and will begin at 9 a.m. Renee Price stated
282 that she is unable to attend.

283 **ADJOURNMENT:**

284 There being no further business before the DCHC MPO Board, the meeting was adjourned at
285 11:12 a.m.