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

**TECHNICAL COMMITTEE**

**Date 8/24/16**

**MINUTES OF MEETING**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on August 24, 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 (Member)	City of Durham
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
Margaret Hauth (Member)	Hillsborough Planning
Cara Coppola (Member)	Chatham County 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
John Hodges-Copple (Member)	Triangle J Council of Governments
Kelly Becker (Member)	NCDOT, Traffic Operations
Julie Bollinger (Member)	NCDOT, TPB
Geoff Green (Alternate)	GoTriangle
Lisa Jemison (Alternate)	Research Triangle Foundation
Kayla Seibel (Alternate)	Chapel Hill Planning
David Keilson (Alternate)	NCDOT, Division 5
Richard Hancock (Alternate)	NCDOT, Division 5
Ed Lewis (Alternate)	NCDOT, Division 7
Eddie Dancausse	FHWA
Terry Bellamy	City of Durham
Dale McKeel	City of Durham/DCHC MPO
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Brian Rhodes	DCHC MPO
KoSok Chae	DCHC MPO
Solanda Adkins	City of Durham
Bryan Poole	City of Durham
Terry Snow	Gannett Fleming
David Graham	Gannett Fleming

46 Than Austin UNC

47

48 Quorum Count: 23 of 31 Voting Members

49

50 Chair David Bonk called the meeting to order at 9:00 a.m. A roll call was performed. The Voting

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

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

53 circulated.

54 Felix Nwoko introduced the new Director of Transportation for the City of Durham, Terry Bellamy.

55

**PRELIMINARIES:**

56 **Adjustments to the Agenda**

57 Chair David Bonk asked if there were any adjustments to the agenda. Chair David Bonk switched

58 the order of agenda items 5 and 6 to accommodate guest speakers.

59 Felix Nwoko announced there would be an ArcGIS Online workshop in September and requested

60 the TC's availability in order to schedule the meeting. John Hodges-Copple asked that Felix Nwoko consider

61 how this fits with the performance management requirements of the Fixing America's Surface

62 Transportation (FAST) Act, and provide an overview of how this can be used not just locally, but also feeds

63 into federal requirements during the workshop.

64 Meg Scully stated that she would add the Section 5303 annual contract for approval during the

65 meeting.

66 **Public Comments**

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

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

69

**CONSENT AGENDA:**

70 **5. Approval of July 27, 2016 Meeting Minutes**

71 Chair David Bonk asked if there was any discussion of the July 27, 2016 minutes. Max Bushell  
 72 stated his name was incorrectly spelled, and that page 7 indicates that Strategic Planning Office of  
 73 Transportation (SPOT) P5.0 starts in 2018 instead of 2017. Geoff Green moved to approve the minutes as  
 74 amended, and Vice Chair Ellen Beckmann seconded the motion. The motion passed unanimously.

75 **ACTION ITEMS:**

76 **6. DCHC MPO Traffic Incident Management (TIM) Program Assessment Report**

77 **KC Chae, LPA Staff**

78 **Felix Nwoko, LPA Staff**

79 **David Graham, Gannett Fleming**

80

81 Gannett Fleming was hired to assess Traffic Incident Management (TIM) practices in the greater  
 82 Durham, Orange, and Chatham County areas. This assessment was to determine the status of regional  
 83 efforts to clear traffic incidents in a safe and timely manner, consistent with the MPO Congestion  
 84 Mitigation Plan. During this assessment first responder agencies and personnel were solicited to  
 85 complete an online survey, participate in project informational meetings, and partake in a regional  
 86 workshop held on July 12, 2016. A major goal for this assessment was to bring regional incident  
 87 responders together to facilitate better communication, cooperation, and coordination for response to  
 88 major incidents that affect the mobility of our local roadways.

89 David Graham of Gannett Flemming provided a summary of the TIM assessment report and  
 90 highlighted the importance of executing a 1-page Memorandum of Understanding (MOU). David  
 91 Graham presented elements of the TIM assessment, areas of success, areas that could be improved  
 92 upon, and major and minor issues according to first responders. David Graham highlighted 4 action  
 93 items and the 9 goals of the strategic plan.

94 John Hodges-Copple commented on the specific guidelines included in the Capital Area  
 95 Metropolitan Planning Organization (CAMPO) MOU and inquired whether CAMPO has delivered on any  
 96 of the bullet points, and if not, why. John Hodges-Copple also asked whether interagency training  
 97 should be developed by the state or by the MPO Board. David Graham clarified that the program is in

98 place and that the Strategic Highway Research Program 2 (SHRP2), which is free, is a prime example.

99 David Graham noted that there was a need to get the word out and that a coming online version would  
 100 help to do so.

101 Andy Henry asked about who would take the lead on the 4 action items. David Graham stated  
 102 that the strategic plan identifies what needs to be done, but the remaining question is who.

103 Chair David Bonk asked whether it makes sense for the MPO Board to take the lead on this  
 104 project given that state facilities have the most to gain. There was additional discussion about the  
 105 impact that this project would have on the MPO.

106 KoSok Chae stated that this project could provide data about incidents on local roadways which  
 107 could be useful for current models.

108 Chair David Bonk asked whether these questions about the role of the MPO needed to be  
 109 answered before taking this matter before the MPO Board. Chair David Bonk inquired as to whether  
 110 David Graham would be available to make a presentation before the MPO Board. David Graham noted  
 111 that he would be unable to make the meeting in October due to a prior commitment. Chair David Bonk  
 112 suggested delaying the presentation so that David Graham could present this matter to the MPO Board.

113 Terry Bellamy asked for clarification on the ask. Felix Nwoko stated that the goal was to have the  
 114 MPO Board send the MOU to stakeholders in order to formalize what is already taking place.

115 Chair David Bonk asked whether the ability to implement the MOU was dependent on the other  
 116 recommendations of the project in terms of leadership, recording, and data collection. Chair David Bonk  
 117 asked if the actions included in the MOU could stand alone and are going to be accomplished anyway.

118 Felix Nwoko clarified that this was a matter of enhancing existing efforts by formalizing the leadership  
 119 process.

120 Chair David Bonk stated that the TC could move forward by recommending the MOU be  
 121 released by the MPO Board pending a decision about how to organize the effort. There was some

122 discussion about when the presentation should be scheduled and about streamlining David Graham's  
123 presentation.

124 There was some discussion about who would sign the MOU. Chair David Bonk concluded that  
125 there would be different levels of comfort regarding who signs the MOU.

126 Pierre Osei-Owusu made a motion to recommend that the MPO Board receive the presentation,  
127 and consider relating the MOU to local governments, and John Hodges-Copple seconded the motion.

128 The motion passed unanimously.

129 **7. SPOT P4.0 Division Needs Tier Project Priorities and Local Input Points**

130 **Dale McKeel, LPA Staff**

131  
132 Dale McKeel presented on the assignment of Local Input Points from the DCHC MPO for the  
133 Division Needs tier. The DCHC MPO Technical Subcommittee followed the guidance set forth in the  
134 DCHC MPO's adopted *Methodology for Identifying and Ranking New TIP Project Requests*. The  
135 *Methodology* presents two guiding principles for the assignment of Local Input Points. The first is that  
136 the DCHC MPO's Local Input Points will be assigned to projects that aim to achieve the goals of the  
137 adopted Metropolitan Transportation Plan (MTP) and align with the priorities of the DCHC MPO area.  
138 The second is that the North Carolina Department of Transportation (NCDOT) SPOT P4.0 raw  
139 quantitative score will serve as the quantitative basis for the MPO's prioritization of projects.

140 Dale McKeel called attention to handouts detailing how points were assigned to various projects  
141 and listed several projects and their point assignments. There was some discussion of whether including  
142 a line on the spreadsheet to divide realistic and hopeful projects might be helpful. There was additional  
143 discussion of the implications of assigning partial points to projects.

144 Chair David Bonk suggested Dale McKeel include a map showing project locations in his  
145 presentation to the MPO Board. John-Hodges Copple added that Dale McKeel should color code the  
146 projects in his presentation to indicate that there is no competition between counties for project

147 funding. There was additional discussion of methodology and updating the MTP when projects are  
 148 funded.

149 There was continued discussion of how transit projects are funded. There was some discussion  
 150 of a project on Route 751/O’Kelly Chapel Road and of whether local highway projects would be locally  
 151 administered.

152 Vice Chair Ellen Beckmann made a motion to recommend that the Board approve the project  
 153 priorities as shown and to release the information for a review and comment period, and Max Bushell  
 154 seconded the motion. The motion passed unanimously.

155 **8. Approval of Administrative Modification #1 to FY2016-2025 TIP**  
 156 **Felix Nwoko, LPA Staff**

157 Felix Nwoko presented on the Administrative Modification #1 to the DCHC MPO's FY2016-2025  
 158 Transportation Improvement Program (TIP) which proposes minor adjustments to project schedules and  
 159 funding. Felix Nwoko stated that there was no change in programming and public involvement was not  
 160 required.

161 Geoff Green made a motion to recommend that the Board approve the modification to the  
 162 FY2016-2025 TIP, and Vice Chair Ellen Beckmann seconded the motion. The motion passed unanimously.

163 There was additional discussion about bike and pedestrian projects in the TIP which were not  
 164 eligible for Safe Routes to School (SRTS) funding, although this was the initial expectation. Felix Nwoko  
 165 promised to follow up on this issue.

166 **9. FY2017 Unified Planning Work Program (UPWP) Amendment #1**  
 167 **Meg Scully, LPA Staff**

168 Meg Scully presented on Amendment #1 of the FY2017 UPWP which proposes to reallocate  
 170 Surface Transportation Program Direct Attributable (STP-DA) funds among task codes and obligate STP-  
 171 DA funds that had been de-obligated from the FY2016 UPWP. Meg Scully referred to the two handouts  
 172 during her presentation.

173 Pierre Osei-Owusu made a motion to recommend that the MPO Board approve the FY2017  
 174 UPWP Amendment #1, and Margaret Hauth seconded the motion. The motion passed unanimously.  
 175 Meg Scully stated that the next amendment would be due on March 2, 2017.

176 **10. Pickett Road Closing**  
 177 **Andy Henry, LPA Staff**

178  
 179 Andy Henry presented on the history of the proposed closing of the unpaved portion of Pickett  
 180 Road in conjunction with the installation of a traffic signal on Randolph Road and the recent official  
 181 opening of the Hollow Rock Nature Park.

182 Andy Henry drew attention to a handout from Orange County on how to close a public right of  
 183 way. There was continued discussion of the necessary steps to close the road. Chair David Bonk asked if  
 184 there was any recommendation to the MPO Board other than to refer to local jurisdictions. Felix Nwoko  
 185 suggested taking this matter to its logical conclusion by inquiring as to whether the Orange County  
 186 Board of Commissioners would be willing to make a request to close the road. Scott Whiteman made a  
 187 motion to recommend that the MPO Board refer to local jurisdiction on this matter, and Tom Altieri  
 188 seconded the motion. The motion passed unanimously.

189 **11. 2045 MTP Guide Totals**  
 190 **John Hodges-Copple, TJCOG**

191  
 192 John Hodges-Copple stated that this agenda item was for informational purposes only. John  
 193 Hodges-Copple presented on how the MPO developed forecasts for population and employment in the  
 194 year 2045 for use in the Community Visualization land use model (CV 2.0) and Triangle Regional Model  
 195 (TRM v6).

196 John Hodges-Copple asked that local planners let him know if they have not received GIS files  
 197 from Ben Bearden. John Hodges-Copple highlighted the by-right and community plan scenarios, and  
 198 how the MPO is working on creating the networks that would go with each of these scenarios. John  
 199 Hodges-Copple stated that the next step is to know how much growth to allocate based on each of the

200 scenarios. John Hodges-Copple also described the 7 components of growth allocated by the model. John  
 201 Hodges-Copple stated that he would be coming back in November 2016 with a learning scenario, and in  
 202 January 2017 with any refinements from the first and every other scenario.

203 John Hodges-Copple highlighted two charts, Summary 1 and Summary 2. John Hodges-Copple  
 204 stated that external sources for population information do not extend to 2045, but that the same  
 205 methods are used for projections to 2045. John Hodges-Copple noted that there was no one projecting  
 206 employment data at the state level.

207 There was discussion about the parts of relevant counties which were included in the model.  
 208 John-Hodges Copple stated that he was not defensive about the model and asked for better ideas, data,  
 209 or evidence. There was some discussion of whether the current schedule was realistic.

210 No action was required by the Board.

211 **12. Goals/Objectives/Performance Measures**

212 **Andy Henry, LPA Staff**

213  
 214 Andy Henry presented on the Goals, Objectives, and Performance Measures that are to be used  
 215 in the 2045 MTP planning process. Andy Henry asked for comments from the TC so that he could take  
 216 this back to the Board.

217 Max Bushell made a motion to recommend that the MPO Board receive an update and approve  
 218 the draft Goals, Objectives and Performance Measures for use in the 2045 MTP planning process, and

219 Cara Coppola seconded the motion. The motion passed unanimously.

220 **13. Comprehensive Transportation Plan (CTP) Update**

221 **Andy Henry, LPA Staff**

222  
 223 The draft CTP was submitted to the NCDOT for their internal review. The first step of this  
 224 process, the peer review, is complete and staff is making suggested modifications so the process can  
 225 move to the management review step.



226 Andy Henry presented on the CTP format and reviewed the proposed schedule. Chair David  
 227 Bonk commented that there was not as much local interest in the CTP as the MTP but that the CTP does  
 228 have implications for local governments. Andy Henry pointed out differences between the CTP and MTP  
 229 approach using highway maps as an example. There was some discussion of the results of the peer  
 230 review. There was discussion of printing a policy statement directly on the map. Andy Henry clarified  
 231 that the NCDOT Board will only approve maps. There was additional discussion of changes that should  
 232 be made to the presentation before Andy Henry takes it to the MPO Board. Andy Henry stated that he  
 233 might include some sample maps for that presentation.

234 Geoff Green made a motion to forward the draft CTP to the MPO Board for comments and Vice  
 235 Chair Ellen Beckmann seconded the motion. The motion passed unanimously.

236 Andy Henry thanked Geoff Green for his work on the CTP.

237 **14. Annual Section 5303 Contract (FY17)**

238 **Meg Scully, LPA Staff**

239  
 240 Meg Scully stated that the LPA staff has received the Annual Section 5303 contract from NCDOT.  
 241 This funding is administered by NCDOT Public Transportation Division (PTD), approved through the  
 242 annual work program and used by Chapel Hill and GoDurham for transit planning activities. Meg Scully  
 243 requested that the TC recommend the Board authorize the City Manager to enter into agreement with  
 244 NCDOT for this funding source for FY17.

245 Vice Chair Ellen Beckmann made a motion based on Meg Scully's recommendation and Max  
 246 Bushell seconded the motion. The motion was passed unanimously.

247 **REPORTS FROM STAFF:**

248 **15. Reports from Staff**

249 **Felix Nwoko, LPA Staff**

250

251 Felix Nwoko described plans for the ArcGIS Online workshop and requested information about  
252 availability to attend the workshop. Several committee members requested that Felix Nwoko send out a  
253 Doodle poll to determine availability for the workshop.

254 Chair David Bonk reminded the TC that training for the federally funded project would begin on  
255 August 31, 2016.

## 256 **16. Report from the Chair**

### 257 **David Bonk, TC Chair**

258  
259 Chair David Bonk stated that there was need to engage the MPO Board in a discussion about  
260 possible issues relating to federal regulations for TIP and the SPOT process as it is currently being  
261 implemented. Chair David Bonk is interested in whether there is a disconnect between what the federal  
262 rules suggest and what is being implemented by the NCDOT at the local level. Chair David Bonk asked  
263 Felix Nwoko to organize a smaller group of those who are interested in this matter to identify issues and  
264 bring them before the MPO Board.

265 Chair David Bonk noted that the bagel bar was now open.

## 266 **17. NCDOT Reports**

267  
268 Richard Hancock, Division 5, provided an update on Alston Avenue. There was a pre-  
269 construction meeting on August 23, 2016. Zachary Construction is expected to mobilize next month and  
270 bridge construction should ramp up in November or December.

271 Ed Lewis, Division 7, stated that the Dodsons Crossroads intersection signal has been  
272 operational for about 4 weeks. He also discussed 3 ongoing intersection improvement projects and  
273 potential roundabouts in Orange County, and private rail crossing closings.

274 Chair David Bonk asked about the shift from SRTS funding to Transportation Alternative Funding  
275 (TAP) funding and how this affects the project related to the off-road path off of US 15-501. Chair David

276 Bonk asked whether the DOT has a specific interest in the design project along Homestead Road to put  
277 in sidewalks and off-road paths. Ed Lewis stated that he would follow up on both of these questions.

278 Darius Sturdivant, Division 8, could not make the meeting. Felix Nwoko asked that any questions  
279 be conveyed to Darius Sturdivant.

280 There was no report from the NCDOT Transportation Planning Branch.

281 There was no report from the NCDOT Traffic Operations.

282

283

**INFORMATIONAL ITEMS:**

284 There were no informational items to report.

285

**ADJOURNMENT:**

286 There being no further business before the DCHC MPO Technical Committee, the meeting was

287 adjourned at 11:10 a.m.

288

289