

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

**TECHNICAL COMMITTEE**

**20 December 2017**

**MINUTES OF MEETING**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on December 20, 2017, 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:

|                               |                                     |
|-------------------------------|-------------------------------------|
| Ellen Beckmann (Chair)        | City of Durham Transportation       |
| Margaret Hauth (Vice Chair)   | Hillsborough Planning               |
| Kayla Seibel (Member)         | Chapel Hill Planning                |
| Terry Bellamy (Member)        | City of Durham Transportation       |
| Tina Moon (Member)            | Carrboro Planning                   |
| Bergen Watterson (Member)     | Chapel Hill Planning                |
| Evan Tenenbaum (Member)       | Durham County Planning              |
| Linda Thomas Wallace (Member) | Durham County Cooperative Extension |
| Scott Whiteman (Member)       | Durham County Planning              |
| Nishith Trivedi (Member)      | Orange County Planning              |
| Tom Altieri (Member)          | Orange County Planning              |
| Cara Coppola (Member)         | Chatham County Planning             |
| John Hodges-Copple (Member)   | Triangle J Council of Governments   |
| Geoff Green (Member)          | GoTriangle                          |
| Gretchen Coperine (Member)    | Research Triangle Foundation        |
| Richard Hancock (Alternate)   | NCDOT, Division 5                   |
| Bryan Kluchar (Member)        | NCDOT, Division 8                   |
| Julie Bogle (Member)          | NCDOT, TPD                          |
| Bryan Poole (Alternate)       | City of Durham Transportation       |
| Lisa Miller (Alternate)       | Durham City-County Planning         |
| Ed Lewis (Alternate)          | NCDOT, Division 7                   |
| Felix Nwoko                   | DCHC MPO                            |
| Andy Henry                    | DCHC MPO                            |
| Meg Scully                    | DCHC MPO                            |
| Brian Rhodes                  | DCHC MPO                            |
| Mo Devlin                     | DCHC MPO                            |
| Aaron Cain                    | DCHC MPO                            |
| Anne Phillips                 | DCHC MPO                            |
| Joe Seymour                   | VHB                                 |

Quorum Count: 20 of 31 Voting Members

Chair Ellen Beckmann called the meeting to order at 9:05 a.m. A roll call was performed. The Voting Members and Alternate Voting Members of the DCHC MPO Technical Committee (TC) were identified and are indicated above. Chair Ellen Beckmann reminded everyone to sign-in using the sign-in sheet that was being circulated.

Felix Nwoko introduced Mo Devlin, the new staff working group administrator for the DCHC MPO.

#### **PRELIMINARIES:**

#### **2. Adjustments to the Agenda**

There were no adjustments to the agenda.

#### **3. Public Comments**

There were no public comments.

#### **CONSENT AGENDA:**

#### **4. Approval of November 15, 2017, Meeting Minutes**

Geoff Green made a motion to approve the November 15, 2017, TC meeting minutes. Tom Altieri seconded the motion. The motion passed unanimously.

#### **ACTION ITEMS:**

#### **5. 2045 Metropolitan Transportation Plan (MTP)**

Andy Henry, LPA Staff

Andy Henry described the schedule for MTP approval, and recent changes that were made to the MTP. Andy Henry also reviewed the public comments that were received on the MTP. Andy Henry discussed recent improvements to the Triangle Regional Model (TRM). Chair Ellen Beckmann verified the date and time of the subcommittee meeting for reviewing the MTP report. John Hodges-Copple clarified that the subcommittee would be approving the release of the report for public comment. He also clarified that there would be two separate resolutions for approving the TRM. Andy Henry stated that the resolutions have already been drafted, and that he would share them at the January MPO Board meeting in order to receive comments.

Lisa Miller made a motion recommend that the MPO Board release the full 2045 MTP report, and Goals, Objectives, Performance Measures and Targets for a minimum 30-day public comment period. Vice Chair Margaret Hauth seconded the motion. The motion passed unanimously.

## **6. Draft Local Input Points Methodology**

Aaron Cain, LPA Staff

Aaron Cain briefly reviewed how projects are scored through the Strategic Prioritization Office of Transportation (SPOT) process, and explained the need for a methodology for assigning local input points. He drew attention to a draft methodology for assigning local input points, and shared the feedback that he received from the North Carolina Department of Transportation (NCDOT) on the draft. Aaron Cain stated that the methodology would need to be released for a public comment period and would be subject to a public hearing. He also reviewed the timeline for adopting the methodology.

Bergen Watterson and Aaron Cain discussed the feasibility study requirement and whether it was the best way to determine project readiness. There was discussion of the requirement that projects are consistent with an adopted regional and local plan. There was continued discussion of how the feasibility study might affect smaller communities and highway and non-highway projects differently. John Hodges-Copple discussed how this process could be used to show that the Durham-Orange Light Rail Transit (D-O LRT) project is the MPO's top priority. Aaron Cain and Chair Ellen Beckmann discussed the points available for projects in each mode. John Hodges-Copple discussed the relationship between ranking and scoring projects. There was discussion of whether a scoring scale of 100 points should be used. There was continued discussion of the relationship between ranking and scoring projects, and of the relationship between SPOT ranking and programming. Terry Bellamy and Richard Hancock discussed the status of low-cost high impact projects, and whether these projects would be going through the SPOT scoring process. Aaron Cain stated that there was a small amount of money available for low-cost high impact projects, and that these projects may be weighted toward lower-income counties. Richard Hancock stated that the Divisions have to come up with criteria to prioritize low-cost high impact

94 projects. Aaron Cain and Chair Ellen Beckmann summarized the changes, primarily related to the  
95 feasibility study and preliminary engineering criteria, which would be made to the draft methodology.  
96 There was discussion of the local support criteria, and of the requirement that member jurisdictions be  
97 able to demonstrate that local funding is available for projects in an adopted capital improvement plan  
98 or annual budget. There was discussion of the “project complements non-highway transportation  
99 projects” criteria. Cara Coppola and Aaron Cain discussed whether projects could receive points for  
100 supporting economic development or having a cost-benefit. John Hodges-Copple emphasized the  
101 importance of maximizing projects that are a priority for the MPO. Chair Ellen Beckmann discussed how  
102 scoring affects a project’s chances of receiving funding. There was continued discussion of the  
103 environmental justice criteria. Chair Ellen Beckmann and Aaron Cain reviewed the changes that would  
104 be made the draft methodology based on the TC’s discussion. There was discussion of how the criteria  
105 related to spending local funds on a project would affect sidewalk projects. There was discussion of  
106 whether a project being in a plan demonstrates that there is money available for the project. Tina Moon  
107 discussed how resolutions could be used to demonstrate local matches for and endorsements of  
108 projects. There was continued discussion of the demonstration of local funding criteria, and how it  
109 might affect some jurisdictions and funding for bicycle and pedestrian projects differently. John Hodges-  
110 Copple discussed how project scoring might affect project funding in each of the Divisions. Aaron Cain  
111 reviewed the criteria that could be eliminated based on the TC’s discussion. John Hodges-Copple  
112 discussed Strategic Transportation Investments (STI) funding percentages for each mode of  
113 transportation. Aaron Cain summarized the changes that would be made to the draft local input  
114 methodology, and stated that they would be available for the TC to review before recommending  
115 adoption at their January meeting.

Scott Whiteman made a motion to recommend that the MPO Board release the revised draft methodology for public comment. Nishith Trivedi seconded the motion. The motion passed unanimously.

**7. Draft FY2019 Unified Planning Work Program (UPWP)**

Meg Scully, LPA Staff

Meg Scully explained that the DCHC MPO is required by federal regulations to prepare an annual UPWP that details and guides the urban area transportation planning activities. She reviewed funding sources for the UPWP, and added that the UPWP must identify MPO planning tasks to be performed with the use of federal transportation funds. Meg Scully stated that beginning in FY2014, all member jurisdictions began cost sharing of the Lead Planning Agency portion of Federal Highway Administration (FHWA) funds, previously the City of Durham covered the local match. Meg Scully stated that the UPWP would be subject to a public comment period and a public hearing. She also reviewed the timeline for approving the UPWP.

Meg Scully and Andy Henry discussed whether there would be any changes to the prospectus that organizes the UPWP. Felix Nwoko clarified that this was something that the North Carolina Associations of MPOs (NCAMPO) had discussed, but that there was no consensus on the issue. Meg Scully reviewed the contents of various sections of the UPWP. Chair Ellen Beckmann and Meg Scully discussed whether jurisdictions would receive credit for spending all of their funds in the previous year. Andy Henry asked for and received clarification about the timeline for the hearing and approval of the UPWP. Felix Nwoko stated that while a public comment period is required for the UPWP, a public hearing is not required.

Vice Chair Margaret Hauth made a motion to recommend that the MPO Board release the UPWP for public comment. Evan Tenenbaum seconded the motion. The motion passed unanimously.

**8. Amendment #1 to the FY2018-2027 TIP**

Aaron Cain, LPA Staff

On November 8, 2017, the MPO Board adopted the FY2018-2027 Transportation Improvement Program (TIP). Aaron Cain explained that the TIP must now be reconciled with the FY2018-2027 State Transportation Improvement Program (STIP) by the FHWA. In order to not create issues of consistency with the STIP within the first four years of the program, there are a number of projects within the TIP that will need to be changed through an amendment process after FHWA has approved the TIP. Because some of these projects change the funding amount by more than \$1,000,000, per the MPO's Public Involvement Plan (PIP), the amendment must be released for a 21-day public comment period. Aaron Cain stated that it was unlikely that the amendment would go the MPO Board in January because staff needs to wait for FHWA concurrence approval.

Andy Henry asked for and received clarification that the amendment has already been released for public comment. Chair Ellen Beckmann asked for and received clarification about funding for the Chapel Hill section of the Old-Durham Chapel Hill road project. Chair Ellen Beckmann stated that if projects receive STI funds and costs go up, NCDOT has been receptive to adding Transportation Alternatives Program (TAP) funding.

Nishith Trivedi made a motion to recommend approval of Amendment #1 of the FY2018-27 TIP. Scott Whiteman seconded the motion. The motion passed unanimously.

#### **9. Resolution to Request Transfer of FHWA Funds to FTA**

Meg Scully, LPA Staff

On behalf of Chapel Hill Transit, Chatham Transit Network, and Orange Public Transit, the Lead Planning Agency requested the transfer of FHWA funds to the Federal Transit Administration (FTA) for use on transit projects. Meg Scully drew attention to a table identifying the transit projects and funds. She added that these projects were all previously approved TIP projects.

Lisa Miller made a motion to recommend that the MPO Board approve and sign the resolution to transfer funds. Vice Chair Margaret Hauth seconded the motion. The motion passed unanimously.

#### **10. Programming of STBGDA Funds to Hillsborough Riverwalk, C-5184**

166 Aaron Cain, LPA Staff  
167 Margaret Hauth, Town of Hillsborough

168 The Town of Hillsborough has requested \$518,850 in Surface Transportation Block Grant Direct  
169 Attribution (STBGDA) funds to cover a funding shortfall for construction of Phase III of the Hillsborough  
170 Riverwalk (STIP# C-5184). Aaron Cain stated that the project has already received Congestion Mitigation  
171 Air Quality Improvement (CMAQ) funds, but bids came in higher than engineers had estimated for  
172 construction. Aaron Cain described attempts to find additional sources of funding for the project. He  
173 stated that the project is shovel-ready, and upon approval, the MPO would allocate funding for this  
174 project in FY18 unobligated STBGDA funds. Aaron Cain explained that granting additional funding to the  
175 Hillsborough Riverwalk project would entail making an administrative modification to the FY16-25 TIP,  
176 and would not require an official amendment. He added that the resolution for the administrative  
177 modification would need to be adopted by the MPO Board on January 10, 2018, so that the Town of  
178 Hillsborough Board of Commissioners could authorize awarding the contract on January 22, 2018.

179 Vice Chair Margaret Hauth discussed the recent effort to rebid the project. Aaron Cain stated  
180 that the project does qualify for regional bicycle and pedestrian funding under the MPO's allocation  
181 formula, and that Hillsborough does reserve the right to apply for those funds which they can use to  
182 replenish their direct allocation. Aaron Cain clarified that the project was a Mountains-to-Sea Trail  
183 project in response to a question from Dale McKeel. There was discussion of the cost of the project, and  
184 the best way to explain the difference between the estimate and the bids to the MPO Board.

185 Cara Coppola made a motion to recommend that the MPO Board approve the resolution  
186 allocating \$518,850 of FY18 STBG-DA funds to Phase III of the Hillsborough Riverwalk, C-5184. Geoff  
187 Green seconded the motion. The motion passed unanimously.

188 **11. 2018 TC Elections**  
189 Aaron Cain, LPA Staff

Aaron Cain stated that election for a TC chair and vice chair would be held at the January TC meeting. He added that John Hodges-Cople, Nishith Trivedi, Cara Coppola, and Evan Tenenbaum were charged with putting forth nominations for the January TC elections. John Hodge-Copple stated that the nomination committee agreed to put forth the current slate unless other TC members offered additional nominations. John Hodges-Copple asked that any additional nominations be forwarded to the nomination committee. Aaron Cain asked for and received confirmation that Chair Ellen Beckmann and Vice Chair Margaret Hauth were willing to serve again. Vice Chair Margaret Hauth stated that she had no interest in becoming chair in the future.

No further action was required by the TC.

## **REPORTS:**

### **12. Reports from the LPA Staff**

Felix Nwoko, LPA Staff

Felix Nwoko provided updates on the Regional Freight Plan and the Regional Toll Study. He stated that a consultant has been selected for the Intelligent Transportation System (ITS) program, and that the MPO recently finished data collection for the Mobility Report Card and the Congestion Management Process. Felix Nwoko discussed some problems with the data collection process, and the updated timeline for data collection. Bergen Watterson further discussed the recent data collection effort, and whether it was the best to collect data so close to the holidays. Chair Ellen Beckmann and Felix Nwoko discussed whether the Regional Freight Plan would be brought before the MPO Board for approval.

Aaron Cain shared the details for upcoming meetings related to the NC 54 corridor study. He also shared information about the conference hotels, and provided an overview of the schedule for the upcoming NCAMPO conference. There was discussion of plans for mobile conference sessions.

Aaron Cain, John Hodges-Copple, and Chair Ellen Beckmann discussed the commuter rail Major Investment Study (MIS) that is currently ongoing. There was discussion of how the study was being framed, and how the DCHC MPO fits into the study. There was also discussion of the role of Wake Count's Transit Planning Advisory Committee, and the bodies that would be approving the commuter rail MIS.

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

Ellen Beckmann, DCHC MPO TC Chair

Chair Ellen Beckman stated that the Downtown Durham Study Request for Proposals was due on December 22, 2017. She also described a recent visit to a North Carolina State University landscape architecture class charrette on the Durham Freeway's effect on downtown Durham. She also stated that first meeting of the group charged with updating NCDOT's bicycle and pedestrian policies was recently delayed, likely until a new bicycle and pedestrian direction was onboard at NCDOT.

**14. NCDOT Reports**

The report from Division 5 was included in the agenda packet for review.

Ed Lewis, NCDOT Division 7, stated that a contract for putting up a fence on the I-40 bridge on Orange Grove Road has been awarded, and that a meeting with the contractor would occur in coming weeks. There was discussion of the funding source for the project.

There was no report from Division 8.

There was no report from NCDOT Transportation Planning Division.

**INFORMATIONAL ITEMS:**

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

There were no informational items.

**ADJOURNMENT:**

There being no further business before the DCHC MPO Technical Committee, the meeting was adjourned at 11:03 a.m.