

DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION BOARD

13 November 2019

MINUTES OF MEETING

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board met on November 13, 2019, at 9:00 a.m. in the Committee Room, located on the second floor of Durham City Hall. The following people were in attendance:

Damon Seils (Chair)	Town of Carrboro
Wendy Jacobs (Vice Chair)	Durham County
Charlie Reece (Member)	City of Durham
Michael Parker (Member)	Town of Chapel Hill
Jenn Weaver (Member)	Town of Hillsborough
Renee Price (Member)	Orange County
Ellen Reckhow (Member)	GoTriangle
Nina Szlosberg-Landis (Member)	NC Board of Transportation
Mike Fox (Alternate)	NC Board of Transportation
Richard Hancock	NCDOT, Division 5
Pat Wilson	NCDOT, Division 7
Bryan Kluchar	NCDOT, Division 8
Scott Whiteman	Durham County
Nish Trivedi	Orange County
Craig Benedict	Orange County
Evan Tenenbaum	City of Durham
Lindsay Smart	City of Durham (Parks and Rec)
Patrick Young	Durham City/County Planning
Jomar Pastorelle	Town of Chapel Hill
Bergen Watterson	Town of Chapel Hill
Tina Moon	Town of Carrboro
Zach Hallock	Town of Carrboro
Patrick McDonough	GoTriangle
Jay Heikes	GoTriangle
Katherine Eggleston	GoTriangle
Chassem Anderson	University of North Carolina
Andrea Eilers	TJCOG
Wannetta Mallette	BGMPO
Cy Stober	City of Mebane
Bill Judge	City of Durham
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Aaron Cain	DCHC MPO
Brian Rhodes	DCHC MPO

Robert Jahn	DCHC MPO
Dale McKeel	City of Durham/DCHC MPO
Heidi Perov	Resident

Quorum Count: 8 of 10 Voting Members

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

PRELIMINARIES:

2. Ethics Reminder

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

3. Adjustments to the Agenda

There were no adjustments to the agenda.

4. Public Comments

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

5. Directives to Staff

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

CONSENT AGENDA:

6. October 9, 2019 MPO Board Meeting Minutes

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

ACTION ITEMS:

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

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

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

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

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

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

This was an informational item. No action is necessary.

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

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

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

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

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

Ellen Reckhow seconded the motion. The motion passed unanimously.

9. Update on Durham and Orange County Transit Plans

Travis Myren, Orange County Assistant Manager

Pat Young, Durham City-County Planning Department

Patrick McDonough, GoTriangle

Aaron Cain, LPA Staff

Travis Myren stated that the planning framework for the Orange County Transit Plan will involve representatives from Orange County and its municipalities, local transit providers, GoTriangle, DCHC MPO staff, TJCOG, the University of North Carolina (UNC), and the Triangle Area 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

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

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

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

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

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

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

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

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

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

10. MPO Reorganization and Governance

Damon Seils, MPO Board Chair

Aaron Cain, LPA Staff

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

This was an informational item. No action is necessary.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

16. Election of Officers for the DCHC MPO Board

Damon Seils, Chair

Aaron Cain, LPA Staff

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

REPORTS:

17. Report from the MPO Board Chair

Damon Seils, Board Chair

Chair Damon Seils stated that there were no further updates.

18. Report from the Technical Committee Chair

Nish Trivedi, TC Chair

Nish Trivedi stated that there were no further updates.

19. Report from LPA Staff

Felix Nwoko, Andy Henry, LPA Staff

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

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

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

20. NCDOT Report

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

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

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

There were no further updates from the Transportation Planning Division.

There was no report from John Grant, Traffic Operations.

INFORMATIONAL ITEMS:

21. Recent News, Articles, and Updates

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

ADJOURNMENT:

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