

**DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION BOARD****9 December 2020****MINUTES OF MEETING**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board met on December 9, 2020, at 9:00 a.m. remotely via Zoom. The following people were in attendance:

Wendy Jacobs (Chair)	Durham County
Jenn Weaver (Vice Chair)	Town of Hillsborough
Pierce Freelon (Member)	City of Durham
Charlie Reece (Member)	City of Durham
Damon Seils (Member)	Town of Carrboro
Pam Hemminger (Member)	Town of Chapel Hill
Renee Price (Member)	Orange County
Michael Parker (Member)	GoTriangle
Lisa Mathis (Alternate)	NC Board of Transportation
Javiera Caballero (Alternate)	City of Durham
Amy Ryan (Alternate)	Town of Chapel Hill
Lydia Lavelle (Alternate)	Town of Carrboro
Heidi Carter (Alternate)	Durham County

**Quorum Count: 9 of 10 Voting Members**

Brenda Howerton	Durham County Commissioner
Ellen Beckmann	Durham County
Brooke Ganser	Durham City-County Planning
Nishith Trivedi	Orange County
Theo Letman	Orange County Public Transit
Tom Devlin	City of Durham
Sean Egan	City of Durham
Tasha Johnson	City of Durham
Bill Judge	City of Durham
Rochelle Parent	City of Durham
Brian Taylor	City of Durham
Evan Tenenbaum	City of Durham
Earlene Thomas	City of Durham
Zach Hallock	Town of Carrboro
Tina Moon	Town of Carrboro
Jomar Pastorelle	Town of Chapel Hill
David Keilson	NCDOT Division 5
Pat Wilson	NCDOT Division 7
Steven Robinson	NCDOT Division 7
Tamara Njegovan	NCDOT Division 7
Bryan Kluchar	NCDOT Division 8
John Grant	NCDOT Traffic Operations

47	Julie Bogle	NCDOT TPD
48	Saundra Freeman	GoTriangle
49	Jennifer Hayden	GoTriangle
50	Jay Heikes	GoTriangle
51	Shelly Parker	GoTriangle
52	Charles Lattuca	GoTriangle
53	Meg Scully	GoTriangle
54	Joe Geigle	FHWA
55	Hank Graham	Research Triangle Foundation
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57	Patrick Byker	Morningstar Law Group
58	Dave Connelly	Resident
59	Caroline Dwyer	Renaissance Planning Group
60	Dan Jewell	Coulter Jewell Thames
61	Erik Landfried	Transit Equity Campaign
62	Joe Milazzo	Regional Transportation Alliance
63	Aidil Ortiz	Aidilisms
64	Heidi Perry	Resident
65	John Tallmadge	Bike Durham
66		
67	Aaron Cain	DCHC MPO
68	KC Chae	DCHC MPO
69	Filmon Fishastion	DCHC MPO
70	Andy Henry	DCHC MPO
71	Dale McKeel	DCHC MPO
72	Felix Nwoko	DCHC MPO
73	Brian Rhodes	DCHC MPO
74	Yanping Zhang	DCHC MPO

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78 Chair Wendy Jacobs called the meeting to order at 9:00 a.m. A roll call of MPO Board Member  
79 and Alternates was performed. The Voting Members and Alternate Voting Members of the DCHC MPO  
80 Board were identified and are indicated above.

81 **PRELIMINARIES:**

82 **2. Ethics Reminder**

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

**3. Adjustments to the Agenda**

There were no adjustments to the agenda.

**4. Public Comments**

Chair Wendy Jacobs stated that Erik Landfried submitted a public comment to the MPO Board, which will be submitted for the record.

John Tallmadge requested that the MPO Board receive public comment for agenda item #9, TIP Amendment #3, and agenda item #10, Draft FY2022 UPWP. John Tallmadge requested that future agenda items demonstrate to residents how they are in alignment with MPO Goals and Objectives, as well as present alternatives.

**5. Directives to Staff**

Damon Seils explained that there is an effort to hire a consultant to review the organization and administration of the MPO. Damon Seils continued that a Request for Information (RFI) was released, and an information session was organized with potential bidders. Damon Seils added that the due date for applications is December 16, 2020.

**CONSENT AGENDA:**

**6. November 4, 2020 Board Meeting Minutes**

Chair Wendy Jacobs asked about the follow-up for the 15-501 corridor study report from the previous MPO Board meeting on November 4. Aaron Cain responded that MPO staff would brief the MPO Board at the next MPO Board meeting on January 13, 2021.

Pam Hemminger made a motion to approve the Consent Agenda. Vice Chair Jenn Weaver seconded the motion. The motion passed unanimously.

**ACTION ITEMS:**

**7. Joint MPO Board Recap**

**Wendy Jacobs, Board Chair**

**Aaron Cain, LPA Staff**

Chair Wendy Jacobs summarized the information that was presented at the Joint DCHC MPO and Capital Area Metropolitan Planning Organization (CAMPO) Board meeting on December 1 that occurred virtually. Chair Wendy Jacobs added that U.S. Representative David Price, Chairman of the Transportation, Housing and Urban Development Appropriations Committee, provided attendees with a forecast of a future recovery bill that he believes will focus on infrastructure. Chair Wendy Jacobs stated that Rep. Price advised how the MPOs could position themselves to receive federal funding. Chair Wendy Jacobs relayed that advice was given for the MPOs to partner with groups that have similar interests. Chair Wendy Jacobs requested that MPO staff update the policy priorities documents before the next Joint MPO Meeting in January 2021.

This item was for discussion purposes only.

**8. Comprehensive Transportation Plan (CTP) Amendment #2**  
**Andy Henry, LPA Staff**

Chair Wendy Jacobs stated that Amendment #2 to the Comprehensive Transportation Plan (CTP) was discussed at the MPO Board meeting on November 4, and Andy Henry would provide an update for this item. Andy Henry stated that the consensus is to remove the Briggs Avenue Extension because the bridge is prohibitively expensive. Andy Henry added that residents of this area are in support of the removal of the Briggs Avenue Extension in the CTP.

Chair Wendy Jacobs opened the public hearing. Patrick Byker confirmed his support of the deletion of the Briggs Avenue Extension. Chair Wendy Jacobs closed the public hearing and noted that the public comment period will be extended for an additional 24 hours following the public hearing.

Pam Hemminger made a motion adopt Amendment #2 to the Comprehensive Transportation Plan (CTP). Damon Seils seconded the motion. The motion passed unanimously.

**9. TIP Amendment #3**  
**Anne Phillips, LPA Staff**

Aaron Cain stated that he will present the Transportation Improvement Program (TIP) Amendment #3 instead of Anne Phillips, who is on leave. Aaron Cain stated that TIP Amendment #3 would advance the Woodcroft Parkway Extension (U-5823) project because the City of Durham has already used planning funding on this project, and a construction delay until FY31, which was proposed by NCDOT in the State Transportation Improvement Program (STIP) reprogramming exercise, would unduly burden and make irrelevant the work this City of Durham has already done on this project. Aaron Cain added that TIP Amendment #3 would instead move Woodcroft Parkway Extension into construction in FY25. Aaron Cain noted that NCDOT has been consulted on this change, and they concurred. Aaron Cain stated that three additional projects impacted by this change in the TIP would be Third Fork Creek Trail (EB-5837), Guess Road Sidewalks (EB-5834), and NC 55 Sidewalks (EB-5835). Aaron Cain continued that the Third Fork Creek Trail will be delayed two years and the other two projects are underfunded and would not advance on the schedule currently shown in the STIP.

Charlie Reece requested to have a 21-day public comment period for TIP Amendment #3. Charlie Reece stated that he would advocate for funding from the City of Durham's Capital Improvement Plan (CIP) budget during in the upcoming budget process. Heidi Carter asked about coordination for the Woodcroft Parkway Extension with Jordan High School. Aaron Cain and Bill Judge commented that schools, including Jordan High School, are included in design discussions. Javiera Caballero voiced her support for the 21-day public comment period.

Chair Wendy Jacobs requested that MPO staff provide a template for how they present information to residents that explains how the MPO goals and visions align with matters coming before the MPO Board. Chair Wendy Jacobs suggested that MPO staff review agenda templates from local jurisdictions, including the City of Durham.

Charlie Reece made a motion to institute a 21-day public comment period for TIP

Amendment #3. Vice Chair Jenn Weaver seconded the motion. The motion passed unanimously.

**10. Draft FY2022 Unified Planning Work Program**

**Felix Nwoko, LPA Staff**

Felix Nwoko stated that the DCHC MPO is required by federal regulations to prepare an annual Unified Planning Work Program (UPWP) that details and guides the urban area transportation planning activities. Felix Nwoko continued that funding for the UPWP is provided by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Felix Nwoko added that the UPWP must identify MPO planning tasks to be performed with the use of federal transportation funds. Felix Nwoko stated that he will send the updated presentation to the MPO Board following the meeting.

Felix Nwoko discussed several new features of the UPWP. Felix Nwoko explained that the new features were a way to link the UPWP to the goals of the MPO, including those concerning climate change and safety. There was discussion about using roll-over funds for other projects, including studies of the US 70 corridor. Felix Nwoko discussed Lead Planning Agency (LPA) expenses and the MPO organizational chart. There was discussion about spending funds on additional studies rather than infrastructure projects. Chair Wendy Jacobs and Felix Nwoko responded that the US 70 corridor study was in response to another road project, which was a time sensitive issue.

There was discussion about further clarifying the UPWP and answering questions from the MPO Board before it is released for the 21-day public comment period. There was consensus among the MPO Board to have further discussions with LPA staff before this item is brought back to the MPO Board on January 13, 2021.

**11. Draft Public Involvement Policy (PIP) and Limited English Proficiency Plan (LEP)**

**Anne Phillips, LPA Staff**

Aaron Cain stated that the original Public Involvement Policy (PIP) was adopted in 2012 based on comments from the MPO's certification review by FHWA in 2011. Aaron Cain continued that the PIP

and the Limited English Proficiency Plan (LEP) have been updated based on requirements from the Fixing America's Surface Transportation (FAST) Act and updated data from the American Communities Survey. Aaron Cain added that data from the 2020 Census could impact the PIP and the LEP, so a review of Census data will be conducted upon its release, likely in the latter half of 2021.

Javiera Caballero requested that staff provide her with related materials to distribute to the Latinx community. Chair Wendy Jacobs asked how additional requirements in the PIP and LEP, such as additional translation requirements, would be funded. Aaron Cain responded that there is no additional funding for these items. Chair Wendy Jacobs suggested that the MPO partner with local governments to share resources for plan implementation.

Damon Seils made a motion to release the draft PIP and LEP for a 45-day public comment period. Pam Hemminger seconded the motion. The motion passed unanimously.

**12. Orange County Transit Plan Update**  
**Caroline Dwyer, Renaissance Planning Group**

Caroline Dwyer stated that the Orange County Transit Plan is ending its phase one of context gathering and public engagement, and beginning its phase two of developing conceptual transit scenarios. Caroline Dwyer stated that the public survey, transit summary, transit brochure, and regional connections opportunity report have all been completed. Caroline Dwyer discussed the public engagement process and the comments that were provided by the public.

Chair Wendy Jacobs requested that presentations be provided to the MPO Board prior to the MPO Board meeting. Damon Seils noted that coordination between the Orange County Transit Plan and the Durham County Transit Plan is necessary. Renee Price asked about participation in the surveys. Caroline Dwyer noted that the demographics of survey respondents largely matched with the overall demographics of Orange County. Renee Price noted that she prefers to see more engagement from the public, while adding that there is a growing Mandarin speaking population.

Vice Chair Jenn Weaver discussed the importance of creating healthy communities, reducing the impacts of climate change, and getting residents out of single occupancy vehicles. Chair Wendy Jacobs discussed the importance of working with regional transportation partners. Caroline Dwyer responded that there have been ongoing discussions between regional partners. Chair Wendy Jacobs requested additional information about jobs centers to be included.

This item was for informational purposes only.

**13. Durham County Transit Plan Update**

**Aaron Cain, LPA Staff**

**Brooke Ganer, Durham City-Council Planning**

**Aidil Ortiz, Engagement Consultant**

Brooke Ganer stated that the first public outreach period consisted of workshops, surveys, and Engagement Ambassadors. Brooke Ganer added that the survey will close in mid-December 2020. Aidil Ortiz explained that the Engagement Ambassadors program was necessary because the survey largely missed low-income and minority residents. Aidil Ortiz added that there are currently 36 engagement ambassadors that have been trained to reach residents that traditional outreach methods often overlook.

Aaron Cain explained that the existing conditions report will review the usefulness of current and possible projects within the next 20 years. Aaron Cain stated that, for the Durham County Transit Plan, there has been collaboration with regional partners. Aaron Cain continued the Durham Transit Plan Technical Committee is helping to update and refine the forecast of travel propensity and demand based on demographics, Environmental Justice (EJ), race, income, and access to personal vehicles. Aaron Cain stated that the future ridership of transit is being forecasted. Aaron Cain added that bus stop amenities are being reviewed as well as compliance with the Americans with Disabilities Act (ADA). Aaron Cain discussed that all new projects within potential plan scenarios will be financially constrained. Aaron Cain stated that there would not be many new expenditures in the near future.



Aaron Cain stated that the next steps include completing a needs and gaps analysis to later combine with further outreach efforts. Aaron Cain noted that there is a scenario development meeting on December 17, and there will be two more meetings in January and February. Aaron Cain added that the schedule for the Durham County Transit Plan will include three potential scenarios for comment in February 2021, the final scenario for public comment in late spring 2021, the final report in summer 2021. Aaron Cain added that approval from governing boards will likely be in fall 2021.

Charlie Reece and Aaron Cain discussed how public input was solicited concerning fiscally constrained projects. Charlie Reece and Javiera Caballero highlighted that the majority of transit users are low-income and minority riders. Chair Wendy Jacobs added that the role of transit is also to provide service to residents to large job centers.

This item was for informational purposes only.

**14. Greater Triangle Commuter Rail Update**  
**Jay Heikes, GoTriangle**

Jay Heikes stated that the previous Greater Triangle Commuter Rail update occurred in August 2020. Jay Heikes added that the primary outcome of this study is to develop a project concept that defines the number and schedules of trains as well as determines station locations and infrastructure. Jay Heikes continued that the goal is to reach a regional consensus among stakeholders and regional decision makers about when to start project design and construction. Jay Heikes discussed the challenges of construction in downtown Durham. Jay Heikes noted that the first round of public engagement has been completed.

Charlie Reese, Michael Parker, and Chair Wendy Jacobs discussed possible cost share scenarios for the commuter rail.

This item was for informational purposes only.

**15. FY20 Triangle Transit Tax Annual Report**  
**Jennifer Hayden, GoTriangle**

Jennifer Hayden stated that, according to the FY20 Triangle Transit Tax Annual Report, transit programs continued despite disruptions from the COVID-19 pandemic. Jennifer Hayden noted the completion of large construction projects, including bus stops. Jennifer Hayden stated that Durham County has long-range goals to connect more residents with jobs, expand capacity, and provide better regional connections. Jennifer Hayden stated that funding for Durham and Orange counties were both lower than the amount budgeted, which was due to the COVID-19 pandemic.

Chair Wendy Jacobs and Pam Hemminger requested that a one-page document be created for residents to easily understand the benefits of the transit tax. Jennifer Hayden and Sandra Freeman responded that the information has previously been available on the website.

This item was for informational purposes only.

#### **16. DCHC MPO Board Officer Nominations**

**Aaron Cain, LPA Staff**

Damon Seils stated that he, along with Karen Howard and Charlie Reece, comprised the nominating committee. Damon Seils added that their recommendation for the MPO Board officers for 2021 were Wendy Jacobs as Chair and Jenn Weaver as Vice Chair.

Damon Seils, as a member of the Nominating Committee, made a motion to elect Wendy Jacobs as Chair and Jenn Weaver as Vice Chair of the DCHC MPO Board for 2021. Pam Hemminger seconded the motion. The motion passed unanimously.

#### **REPORTS:**

#### **17. Report from the MPO Board Chair**

**Wendy Jacobs, Board Chair**

Chair Wendy Jacobs stated that there is no additional report.

#### **18. Report from the Technical Committee Chair**

**Nish Trivedi, TC Chair**

Nish Trivedi stated that there is no additional report.

#### **19. Report from LPA Staff**

**Felix Nwoko, LPA Staff**  
**Andy Henry, LPA Staff**

Chair Wendy Jacobs recommended to table discussions on the 2021 MPO Board calendar until the following meeting in January 2021.

Aaron Cain stated that there is no additional report.

**20. NCDOT Report**

David Keilson, Division 5, stated that for the Alston Avenue project, the intersection of Holloway Street and Alston Avenue is scheduled to reopen in February 2021. David Keilson added that there are scheduled weekend closures on Alston Avenue for the next two weekends due to utility repairs. David Keilson announced that the overall completion date is late fall 2021.

David Keilson stated that the Old Durham/Chapel Hill project is continuing to work on utility issues in front of Wegman's through December 2020.

David Keilson stated that the completion date for the East End Connector project is June 2021. David Keilson added that the delay from December 2020 to June 2021 was due to complications in coordination with the railroads.

Pat Wilson, Division 7, stated that there is no additional report. Pam Hemminger asked about the I-40 widening project schedule. Pat Wilson responded that North Carolina Department of Transportation is working on development, and the let date would be in 2022. Pat Wilson added that he will contact local governments during the development process.

Michael Parker and Pat Wilson discussed that the Franklin Street resurfacing project is on schedule to begin in spring 2021.

Bryan Kluchar, Division 8, stated that there are no additional updates.

Julie Bogle, Transportation Planning Division, stated that NC Moves 2050 Plan is scheduled to be voted on for adoption by the North Carolina Board of Transportation at their meeting in January 2021.

John Grant, NCDOT Traffic Operations, stated that there is no additional update.

**INFORMATIONAL ITEMS:**

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

Chair Wendy Jacobs stated that there were written comments for the Durham County Transit Plan by Erik Landfried for public record. Chair Wendy Jacobs requested that MPO staff respond to his comments.

**ADJOURNMENT:**

There being no further business before the DCHC MPO Board, the meeting was adjourned at 11:50 a.m.