

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

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Quorum Count: 23 of 31 Voting Members

Chair David Bonk 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 Technical Committee (TC) were identified and are indicated above. Chair David Bonk reminded everyone to sign-in using the sign-in sheet that was being circulated.

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

PRELIMINARIES:

Adjustments to the Agenda

Chair David Bonk asked if there were any adjustments to the agenda. Chair David Bonk switched the order of agenda items 5 and 6 to accommodate guest speakers.

Felix Nwoko announced there would be an ArcGIS Online workshop in September and requested the TC's availability in order to schedule the meeting. John Hodges-Copple asked that Felix Nwoko consider how this fits with the performance management requirements of the Fixing America's Surface Transportation (FAST) Act, and provide an overview of how this can be used not just locally, but also feeds into federal requirements during the workshop.

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

Public Comments

Chair David Bonk asked if there were any members of the public signed up to speak. There were no members of the public signed up to speak during the meeting.

CONSENT AGENDA:

5. Approval of July 27, 2016 Meeting Minutes

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

ACTION ITEMS:

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

KC Chae, LPA Staff

Felix Nwoko, LPA Staff

David Graham, Gannett Fleming

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

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

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

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

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

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

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

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

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

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

117 Chair David Bonk asked whether the ability to implement the MOU was dependent on the other
118 recommendations of the project in terms of leadership, recording, and data collection. Chair David Bonk
119 asked if the actions included in the MOU could stand alone and are going to be accomplished anyway.
120 Felix Nwoko clarified that this was a matter of enhancing existing efforts by formalizing the leadership
121 process.

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

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

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

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

7. SPOT P4.0 Division Needs Tier Project Priorities and Local Input Points
Dale McKeel, LPA Staff

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

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

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

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

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

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

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

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

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

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

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

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

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

10. Pickett Road Closing
Andy Henry, LPA Staff

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

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

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

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

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

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

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

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

No action was required by the Board.

12. Goals/Objectives/Performance Measures

Andy Henry, LPA Staff

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

Max Bushell made a motion to recommend that the MPO Board receive an update and approve the draft Goals, Objectives and Performance Measures for use in the 2045 MTP planning process, and Cara Coppola seconded the motion. The motion passed unanimously.

13. Comprehensive Transportation Plan (CTP) Update

Andy Henry, LPA Staff

The draft CTP was submitted to the NCDOT for their internal review. The first step of this process, the peer review, is complete and staff is making suggested modifications so the process can 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**
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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**
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Felix Nwoko described plans for the ArcGIS Online workshop and requested information about availability to attend the workshop. Several committee members requested that Felix Nwoko send out a Doodle poll to determine availability for the workshop.

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

16. Report from the Chair
David Bonk, TC Chair

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

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

17. NCDOT Reports

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

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

Chair David Bonk asked about the shift from SRTS funding to Transportation Alternative Funding (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.

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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.

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