

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

**TECHNICAL COMMITTEE**

**Date 7/27/16**

**MINUTES OF MEETING**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Technical Committee met on July 27, 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	City of Durham
Tasha Johnson (Member)	City of Durham Public Works
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
Cara Coppola (Member)	Chatham County Planning
Laura Woods (Member)	Durham County Planning
Linda Thomas Wallace (Member)	Durham County
Scott Whiteman (Member)	Durham County Planning
Tom Altieri (Member)	Orange County Planning
Max Bushnell (Member)	Orange County Planning
John Hodges-Copple (Member)	Triangle J Council of Governments
Patrick McDonough (Member)	GoTriangle
Kelly Becker (Member)	NCDOT, Traffic Operations
Julie Bollinger (Member)	NCDOT, TPB
Kurt Stolka	The University of North Carolina
Geoff Green (Alternate)	GoTriangle
Kayla Seibel (Alternate)	Chapel Hill Planning
Patricia McGuire (Alternate)	Carrboro Planning
David Keilson (Alternate)	NCDOT, Division 5
Eddie Dancausse	FHWA
Shelley Blake	GoTriangle, General Counsel
Ellis Clayton	RDUAA
Ann Stroobank	KERR-TAR RPO
Dale McKeel	City of Durham/DCHC MPO
Felix Nwoko	DCHC MPO
Andy Henry	DCHC MPO
Meg Scully	DCHC MPO
Lindsay Smart	DCHC MPO
Brian Rhodes	DCHC MPO
Solanda Adkins	City of Durham

Bryan Poole

City of Durham Transportation

Quorum Count: 21 of 31 Voting Members

Chair David Bonk called the meeting to order at 9:01 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.

**PRELIMINARIES:**

**Adjustments to the Agenda**

Chair David Bonk asked if there were any adjustments to the agenda. Lindsay Smart stated there is one. Dale McKeel will discuss NCDOT repurposing of earmark grants. Chair David Bonk stated the adjustments will be made based on the comments received. Chair David Bonk asked if there were any additional adjustments to the Agenda. There were none. Chair David Bonk asked for a motion to be made to approve the revised agenda. Patrick McDonough made a motion to approve the revised agenda and Max Bushnell seconded the motion. The motion carried unanimously.

**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 June 22, 2016 Meeting Minutes**

Chair David Bonk asked if there was any discussion on the June 22, 2016 meeting minutes. Lindsay Smart stated there were a couple of minor adjustments. There were no other comments or discussion regarding the minutes. Chair David Bonk asked for a motion to be made to approve the June 22, 2016

meeting minutes. Patrick McDonough made a motion to approve the June 22, 2016 minutes and Max Bushnell seconded the motion. The motion passed unanimously.

# **ACTION ITEMS:**

## **6. Wake County Transit Plan** **Patrick McDonough, Go Triangle**

The Wake County Transit Plan was approved by the Capital Area Metropolitan Planning Organization (CAMPO) on May 18, 2016 and by GoTriangle on May 25, 2016. Wake County is requesting that the DCHC MPO Board and Burlington-Graham MPO; 1) Approve the Wake County Transit Plan, specifically the financial plan as required by the Local Government Sales Tax Act (N.S.G.S. 105-508, et seq;) and 2) Approve and execute the attached Agreement between GoTriangle, Durham County, Orange County, Wake County, CAMPO, DCHC MPO, and Burlington-Graham MPO setting forth the mutual understanding of the parties.

Patrick McDonough noted the items were prepared by the Wake County Manager, Jim Hartmon. It talks about the steps that are needed to take place on the regulatory side so if the referendum is approved things can go forward.

Patrick McDonough stated two of our three core counties are operating with a transit sales tax, including Durham and Orange counties. When these counties began to collect revenues, a western triangle district was created. In 2009, when the North Carolina General Assembly created the law, it allowed these referendum/ballots to go forward. Patrick McDonough stated there was a question about how many counties would need to join together to form a whole district within the Triangle or within the Triad. Guilford and Forsyth had implications and Wake, Durham and Orange also had implications. The concern was if there were multiple counties in a region forming separate tax districts, that there may not be coordinated planning. Within the legislation it said if one county went ahead by itself, that that county could be a standalone tax district, but when a second came forward, two would have to join and any

subsequent counties that would petition the general assembly to join, and join into a single tax district. This item proposes to address the Western Triangle Tax District Partners which includes Durham and Orange counties, and amend the Triangle Tax District adding Wake County to join Durham and Orange within that combined Tax District under House Bill 148 from the 2009 SEG Session.

Patrick McDonough noted that although the counties will be joined, all monies will be tracked separately and detailed as requested by both county managers. Patrick McDonough added Shelley Blake, Go Triangle legal counsel, is in the meeting if anyone had any legal questions.

John Hodges-Copple stated the Western Tax Division will go away and the Triangle Tax District will be the new entity; they won't be separate tax districts. Shelley Blake stated yes. John Hodges-Copple noted it looks like it references the Durham-Orange Transit plan and asked if there was a Durham-Orange Transit plan or do we still have separate county transit plans.

Shelley Blake stated nothing will change as far as the transit plans that are in place for Durham Orange County. John Hodges-Copple stated that on page 5 in the article II definitions it says "Durham Orange Transit plan shall mean the plan adopted by Durham County, Orange County, and GoTriangle currently administered." He asked if that was something different.

Linda Thomas Wallace stated we do have a copy, and it's an old copy. It's a Durham and Orange County Transit Plan, and the date on it is March 26, 2013. Patrick McDonough asked if it was the implementation agreement between the two counties. Linda Thomas Wallace said she wasn't sure.

John Hodges-Copple stated when it gets to the MPO Board, it may be best to provide them with a visual by spelling everything out, and providing them with a status of what the individual counties mean or doesn't mean, and that someone is cross checking the things that are defined in the document and whether they match whatever is the legal print. Patrick McDonough stated that Linda Thomas Wallace may be more in line with what needs to be done and they would check before they get to the MPO Board.

Patrick McDonough stated he may reach out to Linda Thomas Wallace to get a copy of what she has to make sure all loose ends are tied up.

Chair David Bonk mentioned Wake County is recommending a plan, and going forward with a referendum in the fall; does this action have to take place before the adoption in November? Shelley Blake stated yes, this allows the tax district to expand and allows all the counties into the tax district. Chair David Bonk asked from a timing standpoint if this action takes place between now and November and even post adoption of the referendum in theory. Shelley Black stated yes in theory.

Chair David Bonk noted the way the actions to be taken are written causes some concern. Neither this body nor the MPO Board has been given details on the Wake County plan. The TC has heard about it, but for the TC to take an action that will be construed as an endorsement is more than we can do right now. Shelley Blake stated the wording may be off and apologized for not having copies of the documents to present to the TC. Chair David Bonk suggested that a presentation on the plan at the next meeting would give the TC a better level of comfort in making a recommendation to the MPO Board. Patrick McDonough expressed that they could get the staff from Wake County to assist with the presentation. The TC discussed the possibility of creating a subcommittee, and also have the subcommittee report back for the August TC meeting with a recommendation in order to present to the MPO Board in September.

John Hodges-Copple commented that it's important that we are timely and clear on this. The complex language should be made clear to the MPO Board. Tom Altieri stated that the MPO Board may be interested in how Wake County addresses state funding as it relates to capital. Patrick McDonough stated it doesn't identify state funding in the plan. Tom Altieri added that's why it's an important point to make. There was continued discussion on the Wake County Transit plan language. Chair David Bonk made a motion that based on the discussion Felix Nwoko will talk to the Wake County group to discuss the sense of urgency for this to be considered by the MPO Board in August. A subcommittee will be created and will provide feedback to the TC in August and provide a recommendation. Chair David Bonk asked for a motion

to move forward. Tom Altieri made a motion, and Linda Thomas Wallace seconded the motion. The motion carried unanimously.

Lindsay Smart requested that the TC tentatively put a meeting on the calendar in case there is a sense of urgency and a subcommittee needs to take place earlier. A meeting was scheduled for Friday, August 5<sup>th</sup> at 11:00 a.m.

**7. 5307/5339 Revised Split Letters**  
**Meg Scully, LPA Staff**

NCDOT-Public Transportation Division (PTD) is requesting that the MPO revise the FY2015 and FY2016 5307/5339 Split Letters originally approved by the MPO Board to include a statement indicating that PTD will manage Orange Public Transportation's (OPT) 5307/5339 grants.

Meg Scully stated OPT and NCDOT Public Transportation and FTA discussed the opportunity for NCDOT PTD to provide oversight for 5307 and 5311 for OPT. In order for NCDOT to manage the grants they need the split letter to be amended to specifically state the funds will be approved for NCDOT PTD for Orange Public Transit. This allows NCDOT to gain approval from FTA to enter into agreement and enter the grants into the system and manage them. Meg Scully explained the state already provides oversight for 5311 funds and OPT will not be open to triannual reviews as the other fixed route direct recipient operators are. They will be open to the NCDOT's oversight of the 5307 and 5311 funds. Tom Altieri suggested adding that OPT did seek out the assistance of others before the State agreed to do this for OPT. Meg Scully added this request that the TC approve the revised split letter. Chair David Bonk stated the TC is being asked to take is recommend that the MPO Board approve the split letters requested by PTD and asked for a motion to be made. Max Bushnell made a motion to approve the split letters and Pierre Osei-Owusu seconded the motion. The motion carried unanimously.

**8. Grant Reporting Due Dates**  
**Meg Scully, LPA Staff**

There was a review of grant reporting due dates for FY2017. Meg Scully stated this is informational. Meg Scully reviewed due dates on grants 5307, 5303, 5339 and human services grants. No action was required. Everyone was asked to keep on top of their due dates.

**9. Revised Amendment #2 to the FY2016-2025 TIP**  
**Lindsay Smart, LPA Staff**

During the DCHC MPO Board meeting on February 10, 2016 the Board reviewed draft amendment #2, and released it for the public review and comment period. The DCHC MPO Board held a public hearing for draft amendment #2 on April 13, 2016. The draft amendment has been out for public comment since February 10, 2016. To date, no public comments have been received. The draft amendment has been advertised in the Triangle Tribune and the Herald Sun. The draft amendment has been posted to the DCHC MPO website and circulated via MPO email listservs.

Lindsay Smart referenced material for the Durham Orange Light Rail Project which was included as part of Amendment 2. Lindsay Smart noted Amendment 2 was reviewed by the TC in the winter. Amendment 2 includes the Durham Orange Light Rail and several other state projects. The State took action on the DOT STIP in January to respond to the State budget that was passed last fall. That budget has been changed again. The NCDOT will need to amend their STIP to reflect the State budget that passed in July. The MPO Board has had the amendment out for public review since February. The MPO received comments from the NCDOT and the TC members. Lindsay Smart stated the TC has the revised version of Draft Amendment 2. The changes are only related to the Durham Orange Light Rail Project. The changes made to the project are Amendment 2 proposed to defund the Durham Orange Light Rail Project after 2016. Lindsay Smart explained the requirement of the State budget indicates no more than 10% of the total project cost can come from State funding, and no State funding can be put on this project or any light rail project in the state until that project goes through P5.0. P5.0 starts in 2018, so there is time before State funding is available to be put on this project.

There was continued discussion regarding the funding and cap amounts in the handout. Chair David Bonk stated there are a lot of unanswered questions about the numbers and how with the State funding being limited and revisions on the Light Rail costs based on inflation and changes to the program. A motion was made by John Hodges-Copple and seconded by Tom Altieri to share the Amendment proposal with the State (NCDOT), get their feedback, and have dialogue with Keith Melton (FTA), and the local FHWA office about some of the assumptions.

**10. Training for Locally Managed Federal Projects**  
**Lindsay Smart, LPA Staff**

During the July MPO Technical Committee (TC) meeting, the TC members will provide lists of local project managers that should be invited to attend the locally managed projects training. Two training agenda options will be presented and discussed.

Lindsay Smart presented a draft outline for the Training for Locally Managed Federal Projects. She indicated that there were two training sessions; an overview and project implementation in the morning and the afternoon session focused on small group workshops.

**11. CTP and MTP Schedules**  
**Andy Henry, LPA Staff**

Andy Henry provided an update on the CTP and MTP processes. Andy Henry indicated the CTP has been submitted to the NCDOT for their internal review and will subsequently be released for public involvement. Andy Henry reviewed the schedules for the CTP and MTP schedules. There was considerable discussion regarding the element of both plans, the timing of bringing the CTP to the MPO Board and how that may affect the 2045 MTP milestones. Andy Henry further explained that the Socio-Economic guide (SE) totals will be presented to the MPO Board in September for informational purposes. There was considerable discussion amongst the TC regarding the land use / SE component of the 2045 MTP. Andy Henry indicated no motion was needed from the TC. This item will be forwarded to the MPO Board for an update at their August meeting.



**13. Connect 2045: Update on SE Data, land use modeling and scenarios**

**John Hodges-Copple, TJCOGCTP and MTP Schedules**

The 2045 Metropolitan Transportation Plan (MTP) will be a joint plan by the DCHC MPO and Capital Area MPO (CAMPO) as has been the case for the last two plan updates. The Triangle J Council of Government (TJCOG) has been responsible for coordinating many activities and tasks of the two MPOs and of local government staff.

John Hodges-Copple reviewed Connect 2045 which essentially is a land use modeling and scenario planning tool. The tool will form a building block for the land use input to the original model. John Hodges-Copple summarized the alternatives and the scenarios. John Hodges-Copple described the framework of the development and mobility investment foundation. He indicated that local land use planners, the two MPOs, and Triangle J Council of Government (TJCOG), have been working collaboratively on these models. John Hodges-Copple also indicated that the TJCOG continues to reach out to local planners in the development of Connect 2045. This was an informational item. No action was needed.

**11. Earmark Repurposing Request**

**Dale McKeel**

Dale McKeel provided an update on the Earmark Repurposing request to NCDOT by the City of Durham. Essentially, NCDOT had decided to repurpose the Durham Beltline earmark to the Alston Avenue widening project. However the City of Durham indicated that it would prefer that the funds be repurposed to the old Durham-Chapel Hill Road bicycle and pedestrian project. There was discussion centered on whether the funds should be repurposed in the first place and the broader question regarding the SPOT process and the involvement of locals in funding decision process. There was no action required and it will be an informational item at the August MPO Board.

**12. Report from Staff**

**Felix Nwoko, LPA Staff**

There was no staff report.

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

**David Bonk, DCHC MPO TC Chair**

Chair David Bonk noted a request was made for the TC to bring to the MPO Board information related to their role in the TIP based on Federal rules, and how that role is being accommodated in the current SPOT process. The TC should plan on doing something for the MPO Board in September. Chair David Bonk made an announcement that the State has sent out a notice about TAP funding about to expire by the end of July in the amount of \$7 million. They are requesting agreements from local governments to do handicap ramp construction. There are other possible options for how the money can be used. Chair David Bonk asked if the TC had the option to use the money, how they would use the funds.

**14. NCDOT Reports**

David Keilson, NCDOT Division 5 noted there is a public meeting on 7/28/16 at the library on Roxboro Street for the Alston Avenue project. It's only an informational meeting. Bids were recently opened for that project and Zachary Construction is the low bidder on it. Everyone is finalizing points for the STI projects, which is due Friday, 7/29/16.

Mike Mills (Pat Wilson/Ed Lewis), Division 7 – NCDOT

No report at this time.

Brandon Jones (Darius Sturdivant), Division 8 – NCDOT. Submitted paper copies stating Lystra Road is now open.

Julie Bollinger, Transportation Planning Branch – NCDOT

No report at this time.

Kelly Becker, Traffic Operations – NCDOT

No report at this time.

**INFORMATIONAL ITEMS:**

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

268                      Nothing to report.

269 ADJOURNMENT:

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

271 adjourned at 11:48 a.m.