



**Orange Unified Transportation Board**  
**December 17, 2014**  
**7:00 p.m.**

*You can bring your laptops/tablets if you would like to use them.*

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**Conference Room 004 (Lower Floor) Orange County West Campus**  
**131 West Margaret Lane, Hillsborough**

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<u>Time</u>	<u>Item</u>	<u>Title</u>
7:00	1.	<b>Call to Order and Roll Call</b>
7:05	2.	<b>Approval of Minutes</b> Minutes from November 17, 2014
7:08	3.	<b>Consideration of Additions to the Agenda</b>
7:10	4.	<b>Regular Agenda – Action Item</b>
		<b>OUTBoard Input for County Commissioners’ Annual Planning Retreat</b> Continuation of discussion and completion of the activities and emerging issues lists for 2015, to be included in the BOCC Annual Planning Retreat Input Form.
		Staff has made minor changes since this item was on the November agenda to reflect OUTBoard comments. Changes are shown in <b>Yellow Highlight</b> .
		<b>OUTBoard Action:</b> Complete, recommend and submit the activities and emerging issues lists for 2015, to be included in the BOCC Annual Planning Retreat Input Form.
7:40	5.	<b>Staff Updates</b>
		Release of Draft STIP for Division 7 <a href="https://connect.ncdot.gov/projects/planning/DraftSTIPDivisionFiles/Division%2007.pdf">https://connect.ncdot.gov/projects/planning/DraftSTIPDivisionFiles/Division%2007.pdf</a>
		<b>OUTBoard Action:</b> Receive update
7:45	6.	<b>Board Comments</b>
		<b>OUTBoard Action:</b> Receive comments
7:55	7.	<b>Adjournment</b>

**Charge of the OUTBoard (from Section I, Part C of the adopted Rules and Procedures)**

1. *The OUT Board is charged with advising the Board of County Commissioners on the planning and programming of transportation infrastructure improvements and other County transportation planning initiatives, as directed by the Board.*
2. *From time to time the OUT Board may be directed to provide input on regulations on which the Planning Board has primary statutory and local ordinance advisory duties. In such instances, the OUT Board shall serve in an advisory capacity to the Planning Board.*

**Meetings (from Section IV, Part C of the adopted Rules and Procedures)****C. Date, Time, and Location of Regular Meetings**

3. *Regular meetings of the OUT Board shall be held as needed to address items that require Board action consistent with its Charge and Duties identified herein. Meetings are held on the third Wednesday of the month. The start time and location of the meeting shall be included on the agenda and shall typically be 7:00 p.m. at the Orange County West Campus Office Building located at 131 West Margaret Lane, Hillsborough. The OUT Board Chair, in consultation with staff, shall have the authority to change the start time and location of a regular meeting to meet any special circumstances, provided the information is included on the distributed agenda.*

## DRAFT

MINUTES  
ORANGE UNIFIED TRANSPORTATION BOARD  
NOVEMBER 19, 2014

MEMBERS PRESENT: Paul Guthrie, Chapel Hill Township Representative; Brantley Wells, Hillsborough Township Representative; Alex Castro, Bingham Township Representative; Heidi Perry, Bicycle Advocate Representative; Ted Triebel, Little River Township Representative; Ed Vaughn, Cedar Grove Township Representative; Art Menius, Economic Development Commission;

MEMBERS ABSENT: Gary Saunders, CFE Representative; Amy Cole, Transit Advocate; Tom Altieri Magnuson, Pedestrian Access & Safety Advocate; Cheeks Township Representative- Vacant; Planning Board Representative – Vacant; Eno Township Representative - Vacant;

STAFF PRESENT: Abigaile Pittman, Transportation/Land Use Planner; Bret Martin, Transportation Planner; Peter Murphy, Orange Public Transportation Manager; Eileen Apicella; Mobility Manager;

AGENDA ITEM I: CALL TO ORDER AND ROLL CALL

AGENDA ITEM II: INTRODUCTIONS OF NEW MEMBERS

The current and new OUTBoard members introduced themselves.

AGENDA ITEM III: APPROVAL OF MINUTES FOR APRIL 16, 2014

Minutes were approved by consensus

Ted Triebel asked about the outcome of staff recreating the Transportation Advisory Board, a subcommittee of the OUTBoard.

Abigaile Pittman responded that staff is in the process and it should be complete in December and the new meeting schedule for the group will start next year.

AGENDA ITEM IV: CONSIDERATIONS OF ADDITIONS TO THE AGENDA

Alex Castro commented that November 17, 2014 is the last day for Triangle Transit's outreach sessions on changes to light rail and service to the bus services.

Paul Guthrie encouraged everyone to go to the Triangle Transit website and review what is involved.

AGENDA ITEM V: REGULAR AGENDA

- a. Yearly Election of Chair and Vice Chair
- b. Recommended Hillsborough Circulator Changes – Staff is considering changes to the Hillsborough Circulator to correct some deficiencies that we are currently manifesting with the operation of the service and to provide service to new locations in and around Hillsborough.
- c. OUTBoard proposed 2015 Work Plan

Paul Guthrie was elected to represent the OUTBoard as Chair and Alex Castro was elected as Vice-Chair.

Bret Martin reviewed the material and information regarding the changes considered for the Hillsborough Circulator. Peter Murphy provided comments.

## DRAFT

- 54 Alex Castro suggested a shelter at the Walmart/Dollar Tree location.  
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 56 Peter Murphy commented that the need is to talk to the owner of the complex to come up with a solution.  
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 58 Bret Martin discussed his work to achieve the shelters.  
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 60 Ted Triebel commented that the need for shelters should go to the BOCC and should include looking at the  
 61 zoning in order to accomplish more quickly.  
 62  
 63 Paul Guthrie suggested a low level campaign to look for sponsorships of shelters at the most densely used  
 64 locations and at the same time get general agreement to the zoning issues that could be resolved beforehand.  
 65  
 66 A motion to approve with language to looking into feasibility to include a shelter at Hampton Point and other  
 67 appropriate locations was approved by consensus.  
 68  
 69 Paul Guthrie suggested having a detailed discussion on Orange Public Transit for the new members.  
 70  
 71 Abigaile Pittman advised that the work plan would come back again in December and discussed the two page  
 72 form used for the BOCC. She noted the focus is on the topics and reviewed work plan with OUTBoard.  
 73  
 74 Peter Murphy provided comments on of the emerging issues for 2015, the review of new transportation related  
 75 technologies.  
 76  
 77 Ted Triebel asked about the significance of the BOCC prioritization numbering..  
 78  
 79 Abigaile Pittman responded that the list shows the number of topics but does not reflect relative priority.  
 80  
 81 Abigaile Pittman noted that the OUTBoard members should think about the list and bring suggestions and  
 82 comments to the next meeting.  
 83  
 84 **AGENDA ITEM VI: STAFF UPDATES**  
 85 a. Safe Routes to School (SRTS) Action Plan Advisory Committee  
 86 **OUTBoard Action:** Receive updates  
 87  
 88 Abigaile Pittman reviewed the STRS updates and advised the committee has been convened and has reviewed  
 89 what the process will be for the next year and the committee drafted the goals and objectives for the  
 90 implementation process.  
 91  
 92 Ted Triebel suggested a letter be sent to the Chair of the School Board to address concerns raised.  
 93  
 94 **AGENDA ITEM VII: BOARD COMMENTS**  
 95 **OUTBoard Action:** Receive comments.  
 96  
 97 Paul Guthrie would like to see a status report on the Hillsborough train station.  
 98  
 99 **AGENDA ITEM VIII: UPCOMING FUTURE AGENDA ITEMS**  
 100 a. Review of Protection options for Old NC 10  
 101 b. Efland-Buckhorn-Mebane Access Management Plan (AMP) revisions  
 102 **OUTBoard Action:** Receive information  
 103  
 104 **AGENDA ITEM IX: ADJOURNMENT**  
 105  
 106 The meeting was adjourned by consensus.

**DRAFT****Item 4**

Highlighted words have been added to reflect comments made at the Board's November 19, 2014 meeting.

**Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).**

*(See Item 3 in the section after this for a statement regarding staff resources, which is the primary fiscal impact associated with carrying out OUTBoard activities.)*

1. Implementation efforts related to the Safe Routes to School (SRTS) Action Plan (BOCC Goal Three Priority 20), including the establishment and first year implementation activities of the Action Plan Advisory Committee (APAC) to serve as a sub-committee in an advisory capacity, supplemented by additional staff from other agencies/jurisdictions as needed (BOCC Goal 3, Priority 20).
2. Review and identify what (if any) revisions may be necessary to future road classifications (and cross-sections) included in the TARPO, DCHC MPO and BG MPO comprehensive transportation plans, for the purpose of establishing appropriate linkages to County access management policies (BOCC Goal 3, Priority 9).
3. Review and comment on amendment to UDO and revise **Efland-Buckhorn-Mebane and** Eno EDD access management plans (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).
4. Conclude study of and recommendations on parking regulations for Economic Development areas and seek BOCC authorization to develop applicable amendments to the UDO to take to the Planning Board. (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).
5. Continue to work with staff and the BOCC to recommend and monitor Orange County Transportation Improvement Projects (TIP) projects (BOCC Goal 3, Priority 20).
6. Coordination with the Orange County Department of Aging Mobility Manger on implementation efforts of the Master Aging Plan Transportation Goals (BOCC Goal 3, Priority 20).
7. If referred by the BOCC:
  - a. Provide input and recommendations on high speed rail corridor through the County and proposed rail crossing closings (BOCC Goal 3, Priority 20).
  - b. Review UDO Section 7.8 Access and Roadways text amendment, with respect to the goals and objectives of the Transportation Element of the Comprehensive Plan to determine consistency (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).

**DRAFT****Item 4**

<p><b>Highlighted</b> words have been added to reflect comments made at the Board's November 19, 2014 meeting.</p>
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**What are the concerns or emerging issues your board has identified for the upcoming year that it plans to address, or wishes to bring to the Commissioners' attention?**

1. Collector Street Plan review and recommendations with an emphasis on Economic Development areas.
2. Safe Route To School (SRTS) Strategic Action Plan first year implementation efforts:
  - a. Convene SRTS Action Plan Advisory Committee (APAC) to discuss goals and objectives, and implementation action steps in Chapter 7 of the Plan;
  - b. Detail the implementation action steps in Chapter 7 of the Plan;
  - c. Engage the Orange County School Board and staff in the implementation process;
  - d. Incorporate recommended policies and regulations into land use ordinances;
  - e. Request authorization for County civil engineer to design Grady Brown sidewalks, to enhance fundability of I-40 pedestrian overpass on bridge and sidewalk construction, and review design upon completion;
  - f. Alternative funding research, other than State and Federal resources;
  - g. Begin maintenance of bicycle and pedestrian database and map crash locations, especially around schools, and identify any existing sources of data; and
  - h. Develop school program list for implementation in future years.
3. Enhanced regional transportation planning and operational efforts including rural services as noted in the Orange County Bus and Rail Investment Plan (OCBRIP).
4. Pursuit of funding sources for **prioritized** transportation projects and track status of project implementation.
5. **Promote development of new regional/division prioritization criteria for highway modernization projects.**
6. Review of new transportation related technologies (e.g., assess suitability of use of smart phones for employment connections), and other innovations promoting transportation commuting alternatives (e.g., Smart Cars).
7. Study the feasibility of using existing Triangle region railway infrastructure for commuter rail purposes as part of a multi-modal transportation system.
8. Review and recommend better coordination of infrastructural changes effecting bicycle routes.