

MINUTES

BURLINGTON-GRAHAM URBAN AREA TECHNICAL COORDINATING COMMITTEE TUESDAY February 20, 2018 9AM

MEMBERS PRESENT

Mike Nunn, Burlington
Nathan Page, Graham
Michael Douglas, Town of Green Level
Abigaile Pittman, Orange County
Amy Nelson, Burlington
Libby Hodges, Alamance County
Cy Stober, Mebane
Ben York, Village of Alamance
Ralph Gilliam, ACTA
Richard White, Elon
Dan Danieleley, Burlington Airport
Brandon Parker, Gibsonville
Montrena Hadley, Mebane

BGMPO STAFF PRESENT

Wannetta Mallette

NCDOT STAFF PRESENT

Hemang Surti, NCDOT TPD
Mike Mills, NCDOT DIV 7
Joe Geigle, DOT-FHWA

OTHERS PRESENT:

Lib Rood, ACTA Contractor

Call to Order

Chairman Mike Nunn called the February 20, 2018 TCC meeting to order at 9:02 a.m. and introduced all members and guests. Chairman Nunn asked for any speakers from the floor to limit comments to three minutes per speaker. No public comments were made.

Chairman Nunn announced the TCC will continue to receive electronic copies of the agenda packets and hard copies upon request. The TCC voiced agreement with the new procedure.

Approval of Minutes from January 17, 2018 TCC Meeting

Abigaile Pittman suggested adding the abbreviation MPO behind the acronym DCHC, capitalizing the word county on page 3 line 8 of the NC 54 Corridor Study paragraph and changing the words "to become" to "will become." Ms. Pittman requested the inclusion of Hemang Surti's explanation about the difference between the Metropolitan Transportation Plan (MTP) and the Comprehensive Transportation Plan (CTP) 2.0. Mr. Surti also suggested adding that he "requested projects for CTP 2.0." He then advised

TCC members to begin forwarding their CTP 2.0 projects for NCDOT-TBD evaluation. Ms. Pittman made a motion to approve the minutes as corrected. Amy Nelson seconded the motion. All TCC members voted in favor.

Burlington-Graham MPO P5.0 Local Input Points Methodology Update

Wannetta Mallette presented an overview of the BGMPO draft P5.0 Local Input Point Assignment Methodology. The BGMPO public review period closed January 17, 2018 with no public comments. The TCC P6.0 Subcommittee comments were incorporated in the latest draft. The NCDOT Methodology Review Committee (MRC) reviewed the BGMPO methodology at its February 7, 2018 meeting. Ms. Mallette reported no substantial comments were made by the MRC however it was requested that the MPO clarify its point assignment process. The revised methodology was resubmitted for MRC review. Ms. Mallette will present the revised methodology to the TCC and TAC at their March meetings.

Vice Chairman Page questioned if anything was returned from the MRC with regard to the absence of a deviation clause. Mr. Page said given that NCDOT has the authority to include Regional or Division projects and the BGMPO had to score them, he supported the inclusion of a deviation clause as it was utilized it last year. The TCC discussed rewording the methodology.

Chairman Nunn suggested amending paragraph #2 by changing the words “will assign” to “may assign.” Vice Chairman Page agreed with Chairman Nunn’s suggestion Ms. Mallette explained that the MRC requires the assignment of input points be based on two measures (one qualitative and one quantitative). Nolan Kirkman inquired about the development of qualitative measures. Vice Chair Page responded that the TAC has the liberty to create the criteria. Mike Mills described the process for SPOT project submissions and assignment of points. Mr. Mills explained that the Division quantitative measure is the prioritization scores and the qualitative measure that may consist of access, safety, cost, environmental impacts and/or MPO comments. For example, if the Southern Loop project scored highest in the county the Division would probably not assign any points due to the estimated cost. Chairman Nunn added that the methodology does not limit the MPO of assigning points to low scoring projects. However, according to Mr. Mills, the Division will not assign points to low scoring projects. Mr. Mills recommended coordinating with NCDOT after the Prioritization Office releases the scoring data and before assigning points. There being no further discussion, Cy Stober made a motion to add “may assign” in replace of the word “will” in *Point Assignment Process* paragraph #2. Ms. Pittman seconded the

motion. Mr. Kirkman voiced opposition to the motion and suggested paragraph #3 be revised to read "The TAC will typically assign the maximum local points to the highest ranked projects based on quantitative scoring. The TAC may adjust local points based on public comments." Mr. Stober withdrew his motion in favor of including Mr. Kirkman's revision. No motions or votes were made on Mr. Kirkman's revision. Chairman Nunn requested Ms. Mallette redraft the methodology before resubmitting to the MRC.

BGMPO UPWP Planning Study Funding

Ms. Mallette presented the draft BGMPO FY19 UPWP. The PL104 item *II-B Planning Process* budget includes \$100,000 of unobligated funds for the development of the Metropolitan Transportation Plan update. Ms. Mallette explained that unobligated PL fund balances of up to 1.5 times the BGMPO annual allocation at the end of the UPWP budget period can be carried forward. The BGMPO FY2016 unobligated balance was \$325,000. Also under consideration was increasing the local jurisdiction planning study funding cap. The funds require a 20% local match by the sponsoring agency. Ms. Mallette explained \$100,000 will be allocated towards special studies and that a funding cap was established to make the funding equitable among local agencies. Ms. Mallette received two requests for planning studies from the Town of Green Level and ACTA.

Ms. Pittman proposed removing the cap. Vice Chair Page proposed increasing the funding cap for local transportation studies from \$25,000 to \$50,000. Chairman Nunn suggested a \$50,000 limit per jurisdiction. Ms. Mallette requested the TCC limit local special studies to two per year due to MPO staff time and resources. Ms. Pittman recommended leaving the number of studies conducted to staff discretion. The TCC voiced approval of Ms. Pittman recommendation to leave the number of studies conducted per year to staff discretion.

The TCC then discussed project management of the CTP and MTP. Mr. Nunn explained that the CTP is a NCDOT document and therefore primarily managed by NCDOT. The MTP is a federal required MPO document and managed by the MPO with NCDOT guidance. Ms. Hodges questioned the value of the CTP and MTP in terms of land use planning. Chairman Nunn suggested Alamance County develop MPO funded small area transportation studies to assist with land use planning. Mr. Stober recommended Ms. Hodges clearly define work tasks in the RFP and contract.

Chairman Nunn and Mr. Surti explained the procurement process involving the use of PL funds.

Ms. Pittman made a motion to recommend the TAC increase the local special studies funding cap from \$25,000 to \$50,000. Vice Chairman Page seconded the motion. All of TCC voted in favor.

BGMPO Bylaws Updates and Changes

The TCC expressed an interest in reviewing the BGMPO bylaws language and Memorandum of Understanding to determine if any updates or changes are needed to better reflect current transportation legislation and other updates. Ms. Mallette said staff is not requesting any change to the voting structure at this time as the voting weights are based on population as determined by the decennial census.

Vice Chairman Page agreed to wait to reevaluate the MOU and voting structure after the 2020 census however, he recommended developing bylaws to clarify the TCC and TAC composition and function. Vice Chair Page also identified a few items that needed updating and correcting to reflect the current BGMPO membership. Mr. Surti said NCDOT will have to review the draft bylaws. Chairman Nunn wanted to determine if there were any restrictions to revising the MOU in advance of census. Vice Chairman Page suggested the TCC begin drafting the bylaws and delay adoption until after the 2020 census. Ms. Pittman made the motion to develop the bylaws. Mr. Stober seconded. The motion carried. Vice Chair Page agreed to serve as the Bylaws Subcommittee Chair.

NCDOT Division Engineer Report

Mr. Mills gave a brief summary of the NCDOT Division Engineer Report and announced the High Impact/ Low Cost project awards: NC 54 @ Riverbend Road - widen and improve right turn taper, radius and intersection signal upgrade; Swepsonville - Saxapahaw Road - two foot widening on each side of road, resurface and pavement markings; Mebane Oaks Road and Old Hillsborough Road - intersection improvement, add left and right turn lanes, widen radii, traffic signal, pavement markings and resurface; US 70 Bypass and NC 86 - increase the length of the existing turn lane/slip ramp and improve the existing radius in the southeast quadrant of US 70.

NCDOT Transportation Planning Division Report

Mr. Surti announced the CTP update procedure development is ongoing. He anticipates discussing the new CTP format at the March meeting.

BGMPO Staff Report

Ms. Mallette said NCDOT is requesting CMAQ applications (only Orange and Guilford Counties are eligible). She is also participating on the NCDOT Performance Measures workgroup.

Adjournment

There being no further discussion, Mr. Stober made a motion to adjourn and Mr. York seconded the motion. All TCC members voted in approval. Chairman Nunn adjourned the TCC meeting at 10:37 a.m. The next TCC meeting is scheduled on **March 20, 2018.**