

## MINUTES

### BURLINGTON-GRAHAM URBAN AREA TECHNICAL COORDINATING COMMITTEE TUESDAY April 17, 2018 9AM

#### MEMBERS PRESENT

Mike Nunn, Burlington  
Nathan Page, Graham  
Nolan Kirkman, Burlington  
Abigaile Pittman, Orange County  
Amy Nelson, Burlington  
Libby Hodges, Alamance County  
Ralph Gilliam, ACTA  
Richard White, Elon (Phone)  
Heidi Fisher, Burlington Airport  
Aaron Holland, Graham  
Montrena Hadley, Mebane

#### BGMPO STAFF PRESENT

Wannetta Mallette  
Carley Maynard

#### NCDOT STAFF PRESENT

Hemang Surti, NCDOT TPD (Phone)  
Mike Mills, NCDOT DIV 7  
Joe Geigle, DOT-FHWA  
Alan Rothrock, NCDOT

#### OTHERS

Brandon Holt, Burlington  
Todd Lambert, Burlington

#### Call to Order

Chairman Mike Nunn called the April 17, 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.

#### Approval of Minutes from February 20, 2018 TCC Meeting

As there were no changes made to March 20, 2018 TCC meeting minutes, Vice Chairman Nathan Page made a motion to approve the minutes. Libby Hodges seconded the motion. All TCC members voted in favor. Chairman Nunn asked that agenda item #1 move to the last item to allow time for Alan Rothrock to arrive. The TCC approved amending the agenda.

## **Burlington-Graham MPO Assignment of Local Input Points Methodology**

On March 29, 2018, the NCDOT Methodology Review Committee (MRC) approved the draft BGMPO Local Input Point Methodology with revisions. The MRC recommended reverting back to the BGMPO local input point methodology that included language regarding projects be consistent with adopted plans and also adding a deviation clause. The deviation clause will allow the TAC the most flexibility in assigning local input points. Ms. Mallette recommended TCC approve the methodology as recommended by the MRC. Vice Chairman Page made a motion to approve the BGMPO LIP Methodology. Abigaile Pittman seconded the motion. All TCC voted in approval.

## **DRAFT Results from the SPOT 5.0 project prioritization process**

Chairman Nunn explained the Statewide, Regional and Division P5.0 results were included in the TCC agenda packets for review and discussion. Vice Chairman Page questioned the Huffman Mill @ I-40/85 high statewide score. Mike Mills explained that the project will likely cascade down from Statewide for Division level funding consideration.

Ms. Mallette requested the TCC review the project list for local input point consideration and release for a 45-day comment period. The public hearing is tentatively scheduled on May 10, 2018; Burlington Municipal Conference Room from 4:00 – 7:00 p.m. Ms. Mallette then presented the 2018-2019 Prioritization schedule.

Chairman Nunn explained that the BGMPO has 1,300 points to assign to 13 projects (100 points max per project). Chairman Nunn said Ms. Mallette would be sending out a draft project list for TCC consideration. Chairman Nunn suggested looking at the 4.0 for comparison. Ms. Mallette reminded the TCC of the May 4<sup>th</sup> deadline to submit their local match commitment letter for non-highway projects. Ms. Pittman made a motion for TCC to release the BGMPO P5.0 project list for public review and Amy Nelson seconded the motion. All TCC members voted in favor.

## **NCDOT Division Engineer Report**

Mr. Mills presented an overview of the Division 7 Engineer Report and shared details about an upcoming public meeting for the NC 62 public meeting in Burlington.

## **NCDOT Transportation Planning Division (TPD) Report**

Mr. Surti said the BGMPO and TPD are coordinating their respective project schedules for both the MTP and CTP. Ms. Mallette will present the MTP project schedule at the May TCC meeting.

### **NCDOT Right-Of-Way (ROW) Procedures**

Alan Rothrock, Division 7 ROW Agent, provided a brief overview of the NCDOT ROW procedures for locally administered projects that receive Transportation Alternatives Program funding. Mr. Rothrock apologized for his late arrival and for not having handouts to share with TCC members due to power outages from the recent tornado that touched down in Guilford County.

Mr. Rothrock explained that NCDOT has a list of approved appraisers and acquisition specialists for local jurisdictions that do not have designated ROW staffers. Mr. Rothrock stated these firms operate on a per parcel basis for acquisitions only, relocations are separate contracts. The appraisal – acquisition – relocation process may take up to 24 months. Mr. Rothrock further explained the process of completing claim reports and acquiring property with liens. DOT has to review the claim report or appraisal before offers are made. Once NCDOT certifies the report, and property is acquired, construction funds are then released.

Chairman Nunn stated that non-highway projects are typically administered by local jurisdictions. Locally administered projects follow the same FHWA requirements and regulations as NCDOT if using federal funds. Vice Chairman Page cautioned TCC members to weigh the administration cost vs cost benefits. Mr. Rothrock will forward the TCC a copy of DOT's Right-Of-Way manual and a claim report template. Mr. Rothrock told TCC members that their FHWA Realty Officer for North Carolina is Mike Dawson.

### **Adjournment**

There being no further discussion, Mr. Mills made a motion to adjourn and Ms. Pittman seconded the motion. All TCC members voted in approval. Chairman Nunn adjourned the TCC meeting at 10:16 a.m. The next TCC meeting is scheduled on **May 15, 2018.**