

## MINUTES

### BURLINGTON-GRAHAM URBAN AREA TRANSPORTATION ADVISORY COMMITTEE TUESDAY, MARCH 20, 2018 5:00 PM

#### MEMBERS PRESENT

Ken Jacobs, Whitsett  
Lee Lovette, Haw River  
Don Tichy, Village of Alamance  
Eddie Boswell, Alamance County  
Lee Kimrey, Graham  
Carissa Graves, Green Level  
Ralph Gilliam, ACTA  
Jim Butler, Burlington  
Bob Ward, Burlington  
Leonard Williams, Gibsonville  
Alan Branson, Guilford County

#### BGMPO STAFF PRESENT

Wannetta Mallette, BGMPO

#### NCDOT/FHWA STAFF PRESENT

Hemang Surti, NCDOT- TPB  
Mike Mills, NCDOT- Division 7  
Joe Geigle, DOT-FHWA

#### OTHERS PRESENT

Dave Cummings, ACTA  
Nathan Page, Graham  
Abigaile Pittman, Orange County  
Dan Baranik, Gibsonville  
Nolan Kirkman, Burlington  
Mike Nunn, Burlington  
Lib Rood, KFH

#### Call to Order

Chairman Williams called the March 20, 2018 TAC meeting to order and welcomed all members and guests. Chairman Williams asked for any speakers from the floor to limit comments to three minutes per speaker. No public comments were made.

Wannetta Mallette read the Ethics Reminder. There were no known conflicts of interest identified by TAC members.

#### Approval of Minutes / Changes to Agenda

Chairman Williams asked for any corrections to the January 16, 2018 meeting minutes or changes to the agenda. No changes were made to the agenda and there were no corrections to the minutes. Eddie Boswell made a motion to approve the minutes, Carissa Graves seconded the motion. All TAC voted in approval.

Mike Mills requested BGMPO staff verify Mike Fox email and mailing address.

## **ACTA Community Connectivity Plan**

Ralph Gilliam provided a brief update of ACTA's short range and long plans and introduced guest speaker Elizabeth Rood, KFH Group, to present an overview of the Alamance County Transportation Authority (ACTA) Community Connectivity Plan (CCP). ACTA is expecting to relocate its headquarters from Martin Street to the former Byrd Tractor Dealership on Stanley Drive in Burlington and eventually lease space in Link Transit's proposed Intermodal Center. Mr. Gilliam recently signed a 5-year lease with five one-year extension and expects to be in its new facilities by August, 2018. ACTA is requesting Alamance County to subsidize its lease. ACTA is a nonprofit agency and without the county's support may have to impose service reduction.

Ms. Rood presented ACTA's 5-year update of the CCP. ACTA is requesting TAC member's input as the CCP will serve as input for the CTP and MTP. The CCP is a requirement of NCDOT Public Transportation Division and outlines ACTA's initiatives for FY 2019 - 2023. The project scope includes a review of ACTA's existing system performance and service forecasts, development of a financial plan, and vehicle replacement/expansion plans. Ms. Rood identified four quick fixes that ACTA began implementing: 1) a year-end bonus initiative and adding more full-time drivers with medical benefits in an effort to increase driver wages and retention; 2) soliciting consultants to update its website and develop a new logo/brand; 3) streamlining pre-trip inspections by uploading information via tablets; and 4) exploring additional coordination opportunities with regional transit providers.

Ms. Rood stated that KFH Group completed ACTA's CCP first and second technical memoranda of existing conditions, system demographics, service initiatives and future needs. Ms. Rood also explained other service initiatives include improving productivity and customer service through technology and adding Saturday service. Passenger survey results identified the need to expand services throughout Alamance County. Alamance County although extending service to the rural areas can get quite expensive. Ms. Rood concluded her remarks by requesting comments be provided within the next few weeks.

## **FY 2018 - 19 Unified Planning Work Program (UPWP)**

Ms. Mallette reported that no public comments were received at the conclusion of the public comment period. Ms. Mallette requested the TAC certify the continuing transportation planning process and adopt the UPWP FY 18 - 19 Work Plan and Budget. Mr. Boswell made a motion to certify the continuing transportation planning

process. Ms. Graves seconded the motion and all TAC members voted in approval. Jim Butler made a motion to adopt the FY 18 - 19 UPWP Work Plan and Budget. Don Tichy seconded the motion and all TAC members voted in approval.

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

The NCDOT Methodology Review Committee (MRC) provided comments to the latest iteration of the BGMPO Local Input Point Methodology (LIP). The MRC requested the BGMPO clarify the steps of the local point assignment process and the action taken if projects are not included within adopted local or regional comprehensive plans. Lee Kimrey made the motion to revise the LIP methodology to eliminate project consistency with adopted plans. Mr. Butler seconded the motion. All TAC members voted in favor.

Ms. Mallette announced that the P5.0 scores will be available in two weeks and presented for assignment of local input points at the May TAC meeting.

### **STIP Transit Amendment - Link Transit**

Mike Nunn explained that Link Transit is the recipient of Federal Transit Administration Section 5307 funds in the amount of \$1,187,200 to support operating, capital and planning activities. Link Transit is requesting a STIP amendment for Link Transit system operation and capital assistance. There is a 50% federal and 50% local match for system operations and an 80% federal and 20% local match requirement for administration and planning.

Mr. Boswell made a motion to approve the STIP amendment. Mr. Butler seconded the motion. All TAC voted in approval.

### **NCDOT Division Engineer Report**

Mr. Mill updated the TCC members with the Division Engineer Report. Mr. Mills explained to the TAC one notable change was the inclusion of let dates in numerical order. NCDOT has two intersection improvements with let dates in June, Church Street at St. Mark's Church Road and Church Street at Graham-Hopedale Road. A NC 49 safety improvement project is scheduled for July 2018 and the 119 relocation project last section will be completed 2020. The 119-A section is under contract and is scheduled for completion early 2021.

Dan Baranik, a Gibsonville resident, addressed the TAC to discuss a SPOT candidate project to curb railroad trespassers and illegal pedestrian crossings. The project straddles the Gibsonville/Burlington jurisdictions. Pedestrians are crossing the track at Huffine Street. Sidewalks are needed along NC 100/Burlington Avenue from Huffine Road to University. Mike Mills responded that he would contact Norfolk Southern Railroad and informed Mr. Baranik of the STIP projects underway.

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

Hemang Surti presented the TPD new newsletter. The newsletter will be developed bimonthly (or as needed) and cover statewide and regional news and events. The BGMPO may also submit content of general interest. Mr. Surti also provided a CTP 2.0 update. Templates will be made available on NCDOT's website by the end of April. Mr. Surti and Ms. Mallette will present the CTP and MTP update schedules at the next TAC meeting. More information regarding the CTP 2.0 update will be presented at the NCAMPO annual conference, April 25-27, at the Durham Convention Center.

### **Other Business**

Ms. Mallette reminded TAC members to complete their State Ethics Information form by April 16, 2018.

The Chair recognized Alamance County Commission Amy Galey.

### **Adjournment**

There being no further business before the TAC, Bob Ward made the motion to adjourn. Ms. Graves seconded and all TAC voted approval. Chairman Williams adjourned the meeting at 6:24 p.m. The next meeting is scheduled for **Tuesday, May 15, 2018.**