

MINUTES

BURLINGTON-GRAHAM URBAN AREA TECHNICAL COORDINATING COMMITTEE TUESDAY March 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:

Elizabeth Rood, ACTA Contractor

Call to Order

Chairman Mike Nunn called the March 20, 2018 TCC meeting to order at 9:00 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 February 20, 2018 TCC meeting minutes, Cy Stober made a motion to approve the minutes. Abigaile Pittman seconded the motion. All TCC members voted in favor.

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 TCC 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 RFH 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)

Wannetta Mallette reported that no public comments were received at the conclusion of the public comment period. Ms. Mallette requested the TCC recommend the TAC certify the continuing transportation planning process and adopt the UPWP FY 18 - 19 Work Plan and Budget. Abigaile Pittman made a motion to certify the continuing transportation planning process. Mr. Stober seconded the motion and all TCC members voted in approval. Ms. Pittman made a motion to adopt the FY 18 - 19 UPWP Work Plan and Budget and the TAC do the same. Mr. Stober seconded the motion and all TCC 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. 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.

Vice Chairman Page used the example of NC 54 as a project that would have not advanced as it was not identified any local plans, the CTP or MTIP. Vice Chairman Page expressed the need for flexibility in assigning points. Mr. Mills said that if the BGMPO has project(s) that score high but are not included in adopted plans, the BGMPO can amend the MTIP in order make those project eligible to receive local input points. Chairman Nunn explained the importance of updating plans on a timely basis and that the BGMPO methodology need not be too limiting. Discussion ensued regarding the timing of amending adopted plans and the schedule for assigning points. Due to evolving local needs, Mr. Danieley made a motion to delete the sentence regarding assigning points to projects only in adopted plans based due to evolving local needs. Mr. Stober seconded. Mr. Stober later amended Mr. Danieley's motion to delete "The TAC will consider all public comments carefully and ensure project consistency with adopted local or regional comprehensive plans (qualitative measures) before assigning local input points at its May 2018 meeting. Projects not within adopted local and regional comprehensive plans will not receive points." Vice Chairman Page seconded the motion. All TCC members voted in favor.

Ms. Mallette thanked the TCC for its action and announced that the P5.0 scores for will be available in two weeks and presented at the next TCC meeting.

STIP Transit Amendment - Link Transit

Chairman 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. Stober made a motion to approve the STIP amendment, Ms. Pittman seconded the motion. All TCC voted in approval.

NCDOT Division Engineer Report

Mr. Mill updated the TCC members with the Division Engineer Report. Mr. Mills explained to the TCC 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.

Ms. Pittman questioned the Mebane Oaks Road at Old Hillsborough Road improvements traffic study and the data used to develop the design. Mr. Mills explained that the intersection will be signalized with turn lanes at all four quadrants. Ms. Pittman expressed concern about the lack of a left turn movement at Wilson Road. Mr. Mills said Wilson Road is part of the Mebane Oaks Road Interchange project. Mr. Mills said the project let date is June 2019 and NCDOT will ensure all traffic movements were included.

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 TCC 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.

Mr. Surti highlighted BGMPO deadlines:

Draft UPWP for FY 18-19 Submitted to TPD for review	January 31, 2018
New CTP Request Submitted to TPD	February 15, 2018
3 rd Quarter Invoice and Work Summary Due	May 10, 2018
Signed UPWP for FY 18-19 for TPD approval	June 29, 2018

Other Business

No other business was discussed.

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 April 17, 2018.