

**Burlington-Graham Urban Area  
Technical Coordinating Committee  
Tuesday March 21, 2017  
9AM**

**Municipal Conference Room  
425 South Lexington Avenue  
Burlington, NC**

**AGENDA**

- 1) **Call to Order & Quorum** **Chairman**
- Welcome & Introductions
  - Changes to Agenda / Add On Items
  - Speakers from the Floor – 3 minutes per speaker
  - Introduction of new Transportation Planner, Wannetta Mallette

- 2) **Approval of Minutes from January 17, 2017 TCC Meeting** **Chairman**

- 3) **GoTriangle / Wake County Transit Plan Update** **Geoff Green**

**INFORMATION:** BGMPO endorsed the Wake County Transit Plan in August of 2016. The plan was adopted and passed voter referendum for the revenue and financing tools in November 2016. GoTriangle staff will provide an update on the Plan and work underway.

**RECOMMENDATION/ACTION:** Receive information and discuss.

- 4) **Orange County Public Transit (OPT) Update** **Peter Murphy/Theo Letman**

**INFORMATION:** Orange County Public Transit service area was included in the Wake Transit Plan and also has other operations underway. OPT staff will provide an update on current and future operations.

**RECOMMENDATION/ACTION:** Receive information and discuss.

5) Division Engineer Report

Mike Mills

6) Other Business

Mike Nunn

- Reports & Questions from TAC Members
- PART Update: Alamance County funding for public transportation & Route 4 report
- Next Meeting Scheduled for May 16, 2017

***ACCESS TO INFORMATION:***

***ALL MPO DOCUMENTS AND DATA CAN BE PROVIDED IN ALTERNATIVE FORMAT UPON  
REQUEST***

***PLEASE CONTACT THE MPO OFFICE FOR ADDITIONAL ASSISTANCE AND  
INFORMATION***

***336-513-5418***

***ACCESO A INFORMACION***

***TODOS LOS DOCUMENTOS Y DATOS DE MPO SE PUEDEN PROPORCIONAR EN  
FORMATOS ALTERNOS A PETICION***

***POR FAVOR COMUNIQUESE CON LA OFICINA DE MPO PARA INFORMACION E  
ASISTENCIA ADICIONAL***

***336-513-5418***

*It is the policy of the Burlington Graham Metropolitan Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.*

## MINUTES

### BURLINGTON-GRAHAM URBAN AREA TECHNICAL COORDINATING COMMITTEE TUESDAY JANUARY 17, 2017 9AM

#### MEMBERS PRESENT

Mike Mills, NCDOT Div 7  
Sean Tencer, Elon  
Ben York, Alamance  
Nolan Kirkman, Burlington  
Sean Tencer, Elon  
Hemang Surti, NCDOT TPB  
Amy Nelson, Burlington  
Nathan Page, Graham  
Aaron Holland, Graham  
Abigaile Pittman, Orange Co.  
Peter Murphy, Orange Co. Transit  
Dan Danieley, Burlington Airport  
Montrena Hadley, Mebane  
Brandon Parker, Gibsonville  
Joe Geigle, FHWA

#### OTHERS PRESENT

Mike Nunn, MPO Director  
Ed Lewis, NCDOT Div. 7  
JD Stewart, PART  
Frank Glover, Graham

#### Call to Order

Chair Nolan Kirkman called the January 17, 2017 TCC meeting to order and introduced all members and guests. Chair Kirkman asked for any speakers from the floor to limit comments to 3 minutes per speaker. No public comments were made.

#### TCC Officers for 2017

Per the bylaws, the TCC annually elects a Chairman and a Vice Chairman. Nominations were opened for both offices. Montrena Hadley made a motion to elect the current officers: Nolan Kirkman, Chairman / Amy Nelson, Vice Chair for 2017. Sean Tencer seconded the motion. All TCC members voted in approval.

### **Approval of Minutes / Changes to Agenda**

Chair Kirkman asked for any comments or corrections to the minutes from the October 18, 2016 TCC meeting. Dan Danieley will be added to attendance list. Nathan Page made a motion to approve the minutes as amended. Montrena Hadley seconded the motion. All TCC voted in approval.

### **SPOT 4.0 Project Review**

NCDOT released the DRAFT TIP/SPOT project list in early December 2016. The results were sent to TCC and TAC members via email. The TIP/SPOT project list will be reviewed/discussed. The final TIP will be adopted in June 2017 by NCDOT. Congestion reduction projects scored well, intersections and adding capacity to roadways as well as pedestrian projects. Those that are funded by 2022 will not be scored in SPOT 5.0 are fully funded for construction. The only project that will be "rescored" in 5.0 is the Graham Hopedale Road widening project. TCC endorsed the list and recommended TAC acceptance. NCDOT will make final approval in June 2017 after the public review period.

### **UPWP/BGMPO Budget FY 2018**

The UPWP is the MPO budget and follows the state fiscal year for 2018. Mike Nunn reviewed the planning activities and MPO budget via a PowerPoint. The UPWP identifies the planning tasks, responsible agencies, and funding sources for regional transportation planning activities to be conducted within the planning area during the next fiscal year. These projects include MPO planning activities undertaken by local agencies, the NCDOT, and MPO staff. The MPO will allocate \$360,096(proposed) in federal PL104 planning grant funds, \$25,000 in Section 5303 Transit Planning Funds and \$150,000 in Section 5307 Transit Planning Funds in 2018-19. The total UPWP is \$535,096.00. As part of the UPWP, the Federal government requires MPO's to certify their transportation planning process on an annual basis. Nathan Page made a motion to recommend the TAC to release the UPWP and Certification Checklist for public review and comment, and to for TAC approval after the public comment ends (pending any public comments), Dan Danieley seconded the motion. All TCC voted in approval. Abigaile Pittman made a motion to approve the MPO Certification Checklist, Nathan Page seconded the motion. This will be forwarded to TAC for final action.

### **Division Engineer Report**

Mike Mills provided a report with a handout on projects within the BGMPO area and reviewed them with TCC members. TCC reviewed and discussed status of on-going projects in the BGMPO area.

### TPB Update

Hemang Surti, NCDOT: TPB reorganization is complete, Hemang is back with BGMPO as MPO Coordinator. CTP is on hold until further notice.

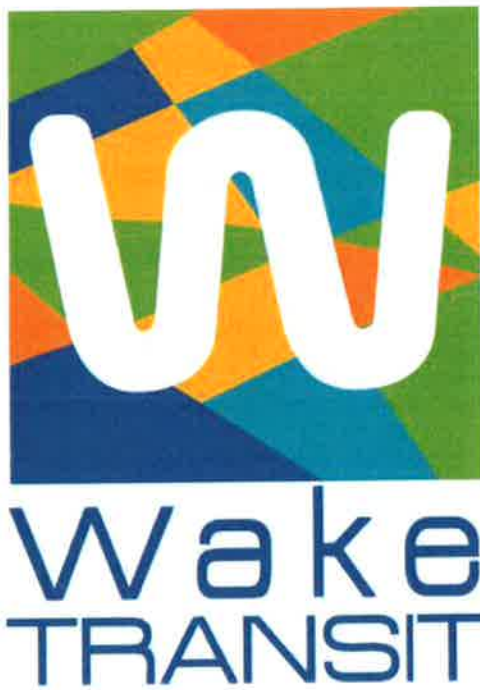
### Other Items

Ed Lewis updated the TCC on a planned study in DCHC. The NC 54 corridor will be evaluated and she would like for Graham staff / BGMPO staff to also be involved. Graham and BGMPO agreed to participate and will work with DCHC and other involved agencies with data and planning needs.

### Adjournment

Chair Kirkman adjourned the TCC meeting at approximately 10:05 a.m.

# FY 2018 Draft Wake Transit Work Plan



## **FY 2018 Draft Transit Work Plan**

The governing boards of GoTriangle, CAMPO, and the Wake County Board of Commissioners adopted the Wake County Transit Plan, including the Wake County Transit Financial Plan and the Transit Governance Interlocal Agreement, which guides the ongoing planning, funding, expansion and construction of the Plan. Included in the governance agreement is the creation of the Transit Planning Advisory Committee (TPAC), a team charged with planning and implementing the adopted Wake Transit Plan. TPAC is comprised of members from all of Wake County's municipalities, plus GoTriangle, the Capital Area Metropolitan Planning Organization (CAMPO), Wake County, North Carolina State University (NCSU) and Research Triangle Park (RTP). Per the governance agreement, the TPAC is charged with producing a recommended annual Wake Transit Work Plan, comprised of annual operating and capital budgets, an update of the financial model and assumptions guiding the Transit Plan, multi-operating and capital programs guiding future work plans, and annual operating and capital agreements. These agreements will guide the deliverables for funds appropriated in the Wake Transit major operating and capital funds appropriated by the tax district.

Enclosed are the FY 2018 Draft Wake Transit Operating and Capital Budgets, corresponding project sheets, and a component of the FY 2018 Draft Work Plan. The FY 2018 Draft Transit Work Plan balances the careful use of tax payer dollars with thoughtful investment in transit. The FY 2018 Draft Transit Work Plan's approach is to address some short-term pressing needs, such as increasing weekend and evening service and to provide smaller capital projects such as ADA improvements and increased bus stops. The Plan also allocates funds towards studies and planning to allow for strategic investment based on sound guidance and data for deployment of new routes and peak service increases, and major capital project investments like the planned Commuter Rail and Bus Rapid Transit projects.

After comment is received from the public, agencies, and stakeholders, the TPAC will review and develop the recommended FY 2018 Transit Work Plan to be presented to CAMPO and GoTriangle for adoption.

# Governance | Transit Planning Advisory Committee



**Transit Planning Advisory Committee (TPAC) is the technical team charged with planning and implementing the adopted Wake Transit Plan.**

**TPAC makes recommendations on how the dollars are spent.**

**Prepare Annual and Multi-Year Capital and Operating Plans.**

**Recommendations are sent to the governing boards simultaneously for approval.**

## TPAC Members

- Wake County
- Research Triangle Park
- Go Triangle
- CAMPO
- NCSU
- Apex
- Cary
- Fuquay-Varina
- Garner
- Holly Springs
- Knightdale
- Morrisville
- Raleigh
- Rolesville
- Wake Forest
- Wendell
- Zebulon





### FY18 Triangle Tax District: Wake Operating

Triangle Tax District: Wake Operating	
<b>Revenues</b>	
<b>Tax District Revenues</b>	
Article 43 1/2 Cent Local Option Sales Tax	\$ 81,281,000
Vehicle Rental Tax	\$ 3,598,000
\$7.00 Vehicle Registration Tax	\$ 4,434,000
\$3.00 Vehicle Registration Tax (Transfer from Wake Tax District)	\$ 1,689,000
<b>Total Revenues</b>	<b>\$ 91,002,000</b>
<b>Expenditures</b>	
<b>Tax District Administration</b>	
Salaries and Benefits	\$ 153,750
Contracted Services	\$ 219,333
<b>Transit Plan Administration</b>	
GoTriangle	\$ 1,291,102
CAMPO	\$ 150,000
GoRaleigh	\$ 970,000
GoCary	\$ 182,413
Reserve	\$ 370,000
Transit Plan Studies	\$ 2,737,500
<b>Bus Operations</b>	
GoTriangle	\$ 1,656,299
GoRaleigh	\$ 1,468,665
GoCary	\$ 938,522
TRACS	\$ 150,000
Knightdale	\$ 43,000
Wendell	\$ 4,200
Zebulon	\$ 5,516
Transfer to Triangle Tax District -- Wake Capital	\$ 79,474,000
Allocation to Wake Operating Fund Balance	\$ 1,187,700
<b>Total Expenditures</b>	<b>\$ 91,002,000</b>
<b>Revenues over Expenditures</b>	<b>\$ -</b>

**GOTRIANGLE  
FISCAL YEAR 2018  
TRIANGLE TAX DISTRICT -- WAKE OPERATING FUND ORDINANCE**

**BE IT ORDAINED** by the Research Triangle Regional Public Transportation Authority Board of Trustees:

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District -- Wake Operating Fund** for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Article 43 ½ Cent Local Option Sales Tax	\$81,281,000
Vehicle Rental Tax	\$3,598,000
\$7.00 Vehicle Registration Tax	\$4,434,000
\$3.00 Vehicle Registration Tax (Transfer from Wake Tax District)	\$1,689,000
<b>Total</b>	<b>\$91,002,000</b>

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District -- Wake Operating Fund** for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Tax District Administration (GoTriangle)	\$373,083
Transit Plan Administration	
GoTriangle	\$1,291,102
Capital Area Metropolitan Planning Organization (CAMPO)	\$150,000
City of Raleigh	\$970,000
Town of Cary	\$182,413
Reserve	\$370,000
Transit Plan Studies	\$2,737,500
Bus Operations	
GoTriangle	\$1,656,299
City of Raleigh	\$1,468,665
Town of Cary	\$938,522
Wake County	\$150,000
Town of Knightdale	\$43,000
Town of Wendell	\$4,200
Town of Zebulon	\$5,516
Transfer to Triangle Tax District -- Wake Capital	\$79,474,000
Allocation to Wake Operating Fund Balance	\$1,187,700
<b>Total</b>	<b>\$91,002,000</b>

**Section 3.** The GoTriangle General Manager, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted appropriations for debt service, allocations to reserves, and allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.
- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

**Section 4.** Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies shall also be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

**ADOPTED THIS XX<sup>ND</sup> DAY OF JUNE 2017.**

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Jennifer Robinson, Board of Trustees Chair

**ATTEST:**

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Michelle C. Dawson, Clerk to the Board