



MEETING MINUTES OPERATIONS COMMITTEE

DATE: 09/14/2017 **TIME:** 10:30 AM **LOCATION:** NCTA MAIN CONFERENCE ROOM

MEMBERS PRESENT	Montell Irvin, Jim Crawford
MEMBERS PRESENT VIA PHONE	John Collett, Charles Travis
MEMBERS ABSENT	

AGENDA TOPICS

1. Welcome/Introductions – Montell Irvin, Chair	
Discussion Summary	<p>Chairman Montell Irvin welcomed everyone to the committee meeting, reviewed the agenda, and asked all in attendance, both phone and in person, to introduce themselves.</p> <p>Chairman Irvin stated that he attended an RTA meeting at which Beau Memory presented on the success of Triangle Expressway and the recognition it has received nationwide. He applauded Beau and staff on their hard work.</p>
Actions Taken	Information only/ No action taken

2. Call to Order and Approval of July 13, 2017 Meeting Minutes – Montell Irvin, Chair	
Discussion Summary	<p>Chairman Irvin called the meeting to order.</p> <p>Chairman Irvin stated the Operations Committee minutes for the July 13, 2017 meeting were distributed prior to the meeting.</p> <p>Chairman Irvin announced to the committee that they were going to hear presentations on I-540 Detour, changes to the Transponder Program, Public Private Partnership Draft Report, and the Toll Rate Schedule.</p>

Actions Taken	<p>Chairman Irvin called for a motion to approve the minutes as written.</p> <p>Mr. Crawford made a motion to approve the minutes as written.</p> <p>The motion was seconded by Mr. Travis.</p> <p>The motion was carried unanimously.</p>

3. Opening Comments – Beau Memory, Executive Director	
Discussion Summary	<p>Mr. Memory gave an update to NC Turnpike:</p> <ul style="list-style-type: none"> • Continue to see growth in transactions on Triangle Expressway • Transponder sales are down, but for good reason, see Transponder Sales presentation for more information. • Recognized and welcomed Alan Shapiro to NCTA
Actions Taken	Information only/No action taken

4. I-540 Detour Update – Dennis Jernigan, P.E.	
Discussion Summary	<p>Mr. Jernigan gave an update on the I-540 Detour. As part of an agreement with Division 5, revenue from traffic traveling the toll road would be reimbursed to NCTA. This includes all traffic on the road, as there is no way to separate Detour and Non-Detour traffic.</p> <p>Mr. Jernigan explained that the detour was intended to last only for the Independence Day weekend, but unfortunately had to be completed in two detours (Independence Day and Labor Day holiday weekends). Holiday weekends were chosen because peak traffic tends to be less during holidays. Customers were alerted via DMS messaging along the roadway.</p> <p>Mr. Jernigan visually showed the difference in toll traffic at both holidays. He gave detailed cost information and reimbursement from Division 5. The reporting covers nine sites over the course of six days.</p>
Actions Taken	None, Information only.

5. Transponder Program Update – Andy Lelewski, P.E.

Discussion Summary

Mr. Beau Memory started the Transponder Program Update by explaining the transponder sales rate when he was first hired as Executive Director. He explained that installed equipment was only able to read two transponder protocols, and explained customer cost and NCTA cost. He explained small changes were made, including Bill By Mail, and promoting hard case transponders. This led to incredible results, but it was not enough. Mr. Memory explained that the pricing was not competitive, interoperability was changing, and new projects were on the horizon. Mr. Memory tasked Mr. Andy Lelewski with improving the Transponder Program.

Mr. Lelewski explained the 2 year process involved to achieve offering a free transponder, which included procurements, retrofits, equipment testing, and customer service changes. Mr. Lelewski credited the hard work of the Tolling Operations team to achieving this success. Mr. Irvin thanked all for their commitment to our customers and to the state.

Actions Taken

No action, information only. .

6. Public Private Partnership Draft Report Update – Jim Taylor, Mercator Advisors

Discussion Summary

Mr. Memory introduced Mr. Jim Taylor and stated he would be giving an update on the Review of the Comprehensive Agreement for the I-77 Express Lanes Project Draft Report.

Mr. Taylor explained that the draft report was released for public comment on August 10, 2017. He stated that his purpose was to come up with policy options for the Secretary to evaluate. The final report would be the draft report with an added addendum.

Mr. Travis inquired that if once of the information was sent to the Secretary, would he also be receiving the numbers (data) on every option? Mr. Taylor explained that he believes a Traffic and Revenue Study would have to be completed to really determine the next steps. Mr. Memory stated that a report will be provided to the Secretary that includes the numbers. That information will not be released in the Final report. Public meetings are being scheduled to hear more public comment.

Mr. Travis asked if Mr. Taylor was able to preview the comments by the citizens in the area. Mr. Taylor stated that many comments were received, and it is important to address the Complete and Delete option. He clarified the process that will happen if that option is chosen, which includes going through MPO.

Mr. Travis asked what the timeline was for submitting to the Secretary, the locations and times of the public meetings. Mr. Taylor explained that the final report is intended

	to be released at the end of the summer, September 22 nd . He was not aware of the times and places of the public meetings, and hopes to have that information once the final report is released.
Actions Taken	No Information only/no action taken

7. Toll Rate Schedule - David Roy.	
Discussion Summary	<p>Mr. David Roy explained the Toll Rate Schedule and mentioned that the letter to the JLTOC is given in the Board books. He stated that on January 1, 2018, tolls are scheduled to increase an average 3.5%. No action is needed from the board. The matrix was developed to show locations for each toll zone and the toll cost from one zone to the next to better serve customers in calculating their trip cost.</p> <p>Mr. Irvin inquired about the automatic Toll Rate increase and asked for explanation as to why the Board did not need to take action when the Board voted last year. Mr. Roy explained that the toll rate increase is brought before the board for a vote if there is a wish to forgo increasing toll rates. Last year, the Board voted to set the toll rates for the newly added interchange at Veridea Parkway.</p> <p>Mr. Irvin asked if the new Toll Rate Matrix would replace the one on the current board card. Mr. Roy stated the matrix on the board card would be replaced to show new toll rates.</p>
Actions Taken	No Information only/no action taken.

8. Adjourn – Montell Irvin, Chair	
Discussion Summary	<p>Chairman Irvin opened the floor for new business. No new business was offered.</p> <p>Chairman Irvin called for a motion to adjourn the meeting.</p> <p>Mr. Travis made a motion to adjourn the meeting.</p> <p>Mr. Crawford seconded the motion. The motion carried unanimously.</p>
Actions Taken	Chairman Irvin declared the meeting adjourned.