



MEETING MINUTES
FINANCE COMMITTEE

DATE: 10/18/2017 TIME: 9:30 AM LOCATION: NCTA Main Conference Room

MEMBERS PRESENT	Robert Teer, Perry Safran
MEMBERS PRESENT VIA PHONE	Jim Walker, Scott Aman
MEMBERS ABSENT	

AGENDA TOPICS

1. WELCOME/INTRODUCTIONS – ROBERT TEER, CHAIR	
DISCUSSION SUMMARY	Chairman Teer thanked all for attending the meeting today and then called roll for all in attendance.
ACTIONS TAKEN	Information only/No action required.

2. CALL TO ORDER AND APPROVAL OF SEPTEMBER 14, 2017 MEETING MINUTES - ROBERT TEER, CHAIR	
DISCUSSION SUMMARY	<p>Chairman Teer called the meeting to order and stated the committee minutes for the September 14, 2017 meeting were distributed prior to the meeting.</p> <p>Mr. Perry Safran made a motion to approve the minutes with the following correction:</p> <ul style="list-style-type: none"> • The minutes incorrectly state Mr. Safran in attendance via phone. Mr. Safran attended the September 14, 2017 meeting in person.
ACTIONS TAKEN	Chairman Teer called for a motion to approve the minutes as written. Mr. Perry Safran made a motion to approve the minutes with corrections. Mr. Scott Aman seconded. Chairman Teer called for a vote. The motion was carried unanimously.

3. OPENING COMMENTS – BEAU MEMORY, EXECUTIVE DIRECTOR	
DISCUSSION SUMMARY	<p>Mr. Beau Memory stated that last week the NCTA hosted the E-ZPass Executive Management Committee Meeting. He noted that this is the first time the NCTA has hosted the meeting and hosted as full members. This is an important step for the Turnpike Authority as we expand. Full membership will currently save the NCTA about \$100-\$150 thousand a year on Triangle Expressway. As an affiliate member, Mr. Memory stated that NCTA paid \$.06 a transaction on every out of state transaction and now NCTA does not have to pay that. He continued that it was great to have to have them here and participate as full voting members.</p> <p>Mr. Memory gave an update on the Triangle Expressway and stated that the expressway had strong growth in September at 8% year-over-year and 4.1 million transactions. Mr. Memory also stated that we sold more than ten thousand transponders in September when our normal is average is around four thousand per month. He said he hopes to see this have a positive impact on our ETC utilization.</p>
ACTIONS TAKEN	Information only/No action required.

4. REQUEST FOR QUALIFICATIONS – FINANCIAL ADVISOR – DAVID ROY	
DISCUSSION SUMMARY	<p>Mr. David Roy presented an update on the Request for Qualifications (RFQ) to advertise for a financial advisor. A role currently held by PFM. Statements of Qualifications were due on October 3rd and NCTA received one proposal. The Selection Committee recommends re-advertising the RFQ. In the initial RFQ, NCTA requested proposals for both Municipal Advisor and Investment Management Services, and subs were not allowed to help with the contract. Mr. Roy stated that the Selection Committee felt this limited the pool of potential proposers. Therefore, with the Committee’s approval the recommendation would be to re-advertise the proposal and remove the restriction for allowing subs which would allow a larger pool of potential proposers. Mr. Roy presented a proposed schedule should the Committee move forward with the recommendation.</p> <p>Mr. Safran asked if the RFQ that was originally advertised prohibited sub consultants. Mr. Roy confirmed that it did. Mr. Safran asked if PFM currently utilizes sub consultants. Mr. Roy stated that they do not. Mr. Safran asked if we may still receive only one respondent and Mr. Roy answered yes.</p> <p>Mr. Safran asked if the RFQ process needed to be approved by the full Authority Board before it went out. Mr. Roy stated that the process did not, but we are requesting approval for the actual selection. Mr. Safran asked if the Committee can choose to re-advertise. Mr. Roy confirmed that the Committee can and also stated that the RFQ process is being done through</p>

	<p>the Professional Services Management Unit and their standard process.</p> <p>Mr. Jim Walker asked if there is any limit on the sub consultants on where they can be and what their qualifications are or if there were any guidelines? Mr. Roy responded that no, we do not have pre-approval process for this contract. Mr. Walker stated that he hopes that the sub would be in the U.S. and preferably in the Southeast and he then asked if there is a potential that a sub would be in another country. Mr. Rodger Rochelle responded that the use of Federal Funds would prohibit geographical preference in selecting a firm, but all the firms would have to be licensed to do business in the State of North Carolina.</p> <p>Mr. Memory asked if the Committee is comfortable with the change of allowing sub consultants to expand the pool of potential respondents. Chairman Teer stated that he is comfortable, Mr. Aman stated that as it is not excluding anyone, I think it is only doing due diligence. Mr. Safran stated that he thinks it is not a negative decision, but he is not sure it is necessary, but he will not stand in the way. Chairman Teer confirmed that the Committee members would like to move forward with the re-advertisement.</p> <p>Mr. Roy reviewed the proposed schedule with the Committee.</p>
<p>ACTIONS TAKEN</p>	<p>Mr. Safran moved for a motion to adopt the re-advertisement, including the schedule. Mr. Walker seconded. Chairman Teer called for a vote and the motion passed.</p>

<p>5. COMPLETE 540 UPDATE – RODGER ROCHELLE, P.E.</p>	
<p>DISCUSSION SUMMARY</p>	<p>Mr. Rochelle gave an update on the Complete 540 project. He stated that this project will be similar to the existing Triangle Expressway aesthetically, speed limits, and all electronic tolling. Mr. Rochelle stated that the Draft EIS was approved in November 2015 and a preferred alternative was announced in April 2016.</p> <p>Mr. Rochelle discussed each TIP number that makes up the project and how they are funded in the current STIP. He then continued by discussing the design build contracts and how they would be structured to allow ample opportunity per guidelines and requirements and he also stated that NCTA is utilizing industry standards to structure the contracts in an effective way. Mr. Rochelle presented visuals of how it would work.</p> <p>Mr. Safran asked if any right of way has been acquired. Mr. Rochelle stated only hardship cases have been purchased. Mr. Safran stated that it is an insignificant amount and Mr. Rochelle confirmed.</p> <p>Mr. Safran asked about the graph showing the borrow, waste and balance</p>

	<p>and asked what stations that covered. Mr. Rochelle responded that this covers all the way through US 401, the R-2721 project in its entirety.</p> <p>Mr. Memory stated that staff has met with local Mayors, officials, CAMPO, and RTA so that they are aware of the status of the project. Chairman Teer asked about touching base with Holly Springs. Mr. Holliday confirmed staff has met with them in past months and will be meeting with the Mayor of Fuquay Varina tomorrow. Mr. Safran asked about the next CAMPO meeting. Mr. Memory confirmed that they will be seeing this same presentation next Wednesday.</p> <p>Mr. Safran asked which engineering firms have been hired to begin work on the design. Mr. Rochelle and Mr. Jernigan responded that the executed engineering agreements are with Kleinfelder and Hind. Chairman Teer asked who the engineer of record is right now. Mr. Rochelle responded H.W. Lochner is the engineer of record.</p>
ACTIONS TAKEN	Information only/No action required.

6. MORRISVILLE PARKWAY INTERCHANGE UPDATE – DENNIS JERNIGAN, P.E.	
DISCUSSION SUMMARY	<p>Mr. Dennis Jernigan presented an update on the Morrisville Parkway Interchange. Mr. Jernigan presented a visual of the Triangle Expressway and showed where the Morrisville Parkway Interchange will be located. Mr. Jernigan showed a visual of how the Interchange will be configured.</p> <p>Mr. Jernigan stated that the project has been a cooperative effort between NCTA, NCDOT, and the Town of Cary and mentioned that this is Turnpike’s first bid-build project when typically, they are design build. He continued that the plans have been developed, there will be a mandatory pre-bid the first week of December in between advertisement and letting in case anything needs to be tweaked prior to the letting. Mr. Jernigan stated that they will also be maintaining three lanes of traffic during the construction so that the Triangle Expressway will maintain the same level of service. Cost estimates are still being finalized. The estimated average annual increase in toll revenue is four percent compared to the 2009 base case T&R study. Mr. Jernigan gave an overview of the timeline: utility relocation is underway, letting will occur in December, and the contract period will be about 18 months.</p>
ACTIONS TAKEN	Information only/No action required.

7. TOLL PROJECTS DEVELOPMENT POLICY – MARK BOGGS, P.E.

DISCUSSION SUMMARY

Mr. Mark Boggs presented an update on the Toll Projects Development Policy. Mr. Boggs gave an overview of the team working on this policy development and what areas the study focused through this process. Mr. Boggs continued that the development focused in three areas: defining what the need for a toll policy would be in the North Carolina context, lessons learned from other states and agencies, and the policy framework proposal that is being brought forward for consideration.

Mr. Boggs discussed the internal and external stakeholders who provided input on this policy and discussed next steps of moving the policy to a legislative briefing and then back to the N.C. Board of Transportation for adoption. Mr. Boggs then discussed what is left to finalize this effort those being inputs from the finance and operations committees, legislative briefings, and NCDOT Board and then the next steps would be the implementation process.

Mr. Safran asked if there is a Florida Department of Transportation (FDOT) handbook. Mr. Boggs confirmed that there is. Mr. Safran then asked if there would be an N.C. handbook. Mr. Boggs responded yes, that would be the idea. Mr. Safran asked if the Committee could have access to the FDOT handbook. Mr. Memory confirmed that the Committee could be provided with the handbook. Chairman Teer Asked what timeframe it would take to finish the handbook. Mr. Boggs stated that he thought the process should not take longer than six months. Chairman Teer asked if there has been communication with the MPOs or RPOs so they know this is coming. Mr. Memory responded yes, we wanted this to be open and transparent. Mr. Memory continued that what the department has come away with is a good framework that acknowledges state law and respects local decisions. Mr. Memory said that he hopes it will give the locals better information to make decisions and clarifies where the law ends and the prioritization process begins and how the flow of information will go.

Mr. Safran asked who will coordinate the legislative briefings. Mr. Memory responded that NCDOT will coordinate the briefings, and we have been asked to present this policy to the Joint Legislative Transportation Oversight Committee in December. Mr. Safran asked if the Finance Committee members would be informed of this briefing as it approaches. Mr. Memory confirmed that they would.

ACTIONS TAKEN

Information only/No action required.

8. ADJOURN	
DISCUSSION SUMMARY	Chairman Teer opened the floor for new business. No new business was offered.
ACTIONS TAKEN	Chairman Teer asked for a motion to adjourn the meeting. Mr. Safran motioned to adjourn. Mr. Aman seconded. Chairman Teer called for a vote. The motion was carried unanimously.