

## MEETING MINUTES

### OPERATIONS COMMITTEE

**DATE:** 07/13/2017    **TIME:** 10:30 AM    **LOCATION:** NCTA MAIN CONERENCE ROOM

<b>MEMBERS PRESENT</b>	Montell Irvin, Charles Travis, Jim Crawford, Perry Safran
<b>MEMBERS PRESENT VIA PHONE</b>	
<b>MEMBERS ABSENT</b>	John Collett

#### AGENDA TOPICS

<b>1. Welcome/Introductions – Montell Irvin, Chair</b>	
<b>Discussion Summary</b>	<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 gave a special welcome to Finance Committee member and NCTA Board Vice Chairman Mr. Perry Safran and thanked him for attending the meeting.</p> <p>Mr. Safran requested that Warren Cooksey introduce himself to the Operations Committee. Mr. Cooksey is serving as the Turnpike's Community Affairs and Public relations director to the Charlotte/Mecklenburg area.</p> <p>Mr. Beau Memory requested that Mr. Cooksey give a brief update on the projects local to the Charlotte area. Mr. Cooksey did so.</p> <p>Mr. Irvin inquired about outreach in the Monroe area. Mr. Cooksey explained there are quarterly newsletters being distributed as well as other outreach activities.</p>
<b>Actions Taken</b>	Information only/ No action taken

<b>2. Call to Order and Approval of June 15, 2017 Meeting Minutes – Montell Irvin, Chair</b>	
<b>Discussion Summary</b>	<p>Chairman Irvin called the meeting to order.</p> <p>Chairman Irvin stated the Operations Committee minutes for the June 15, 2017 meeting were distributed prior to the meeting.</p> <p>Chairman Irvin announced to the committee that they were going to hear presentations on Express Lanes Toll Rate policy, Turnpike Projects Status update,</p>

	Wrong Way Driver Detection, and Triangle Expressway/NC 147 Detour route update.
<b>Actions Taken</b>	Chairman Irvin called for a motion to approve the minutes as written. Mr. Travis made a motion to approve the minutes as written. The motion was seconded by Mr. Crawford. The motion was carried unanimously.

<b>3. Opening Comments – Beau Memory, Executive Director</b>	
<b>Discussion Summary</b>	<p>Mr. Memory gave an update to NC Turnpike:</p> <ul style="list-style-type: none"> <li>• Triangle Expressway <ul style="list-style-type: none"> <li>○ Continues to see double digit gains year over year in June for both transactions and revenue.</li> <li>○ Trends continue to far exceed expectations.</li> </ul> </li> <li>• I-77 &amp; Mercator Review <ul style="list-style-type: none"> <li>○ Review is still on going</li> <li>○ Presenting to CRTPO and the Charlotte area MPO week of July 17.</li> <li>○ Mercator draft report will be ready the last week of July.</li> <li>○ The report will be made available for public comment the entire month of August.</li> <li>○ The final report for the Secretary is slated to be complete mid-September.</li> </ul> </li> <li>• In April, North Carolina Turnpike Authority will co-chair the All Electronic Tolling (AET) Conference with IBTTA in Charlotte. Details will be shared with the committee as it becomes available.</li> </ul>
<b>Actions Taken</b>	Information only/No action taken

<b>4. Express Lanes Toll Rate Policy – Spencer Franklin, P.E., HNTB</b>	
<b>Discussion Summary</b>	<p>Mr. Franklin updated the committee members on changes made to the Express Lanes Toll Rate Policy. He explained that no comments were received regarding the policy since the last committee meeting.</p> <p>Mr. Irvin inquired about tolling methodologies, and asked for clarification on 'tolling methodology'. Mr. Franklin explained that tolling methodologies encompassed all three of the following:</p> <ol style="list-style-type: none"> <li>1. Financial components</li> <li>2. Operational components</li> <li>3. Customer-Related components</li> </ol> <p>Mr. Irvin inquired if the policy spoke strictly for Turnpike's projects and not P3 projects. Mr. Memory explained that yes, but it does not exclude P3 contracts. It excludes I-77 because Turnpike is acting only as a service provider in terms of collections. These are projects that are under Turnpike's jurisdiction. This policy does not include or exclude P3s, this policy covers projects under Turnpike's jurisdiction.</p>

	<p>Mr. Irvin inquired if this policy builds in the flexibility needed should the maintenance levels go higher than originally planned. Mr. Spencer explained that the wording was chosen because no matter if we go higher or lower, the T&amp;R will still need changing.</p> <p>Mr. Travis inquired if this is exclusively for managed lanes and asked if there was a policy in place for toll roads. Mr. Spencer explained that yes, there was a policy in place that was voted on by the Board in 2008. He stated that this policy can be made available to committee members for their review.</p> <p>The following edits were requested to be made</p> <ul style="list-style-type: none"> <li>• Part B – ‘<i>On or prior to</i>’ change to ‘<i>prior to</i>’</li> <li>• Part C – ‘<i>express lane projects are maintained at the same levels...</i>’ change to ‘<i>levels no lower than...</i>’</li> </ul>
<b>Actions Taken</b>	<p>A copy of the 2008 Toll Road policy was shared with the committee members.</p> <p>Mr. Irvin made a motion that this policy, with changes and comments, be added to the full board agenda. Mr. Travis seconded the motion.</p> <p>The motion passed unanimously.</p>

<b>5. Turnpike Tolloed Projects Update – Jennifer Harris, P.E., HNTB</b>	
<b>Discussion Summary</b>	<p>Mr. Rodger Rochelle introduced Ms. Jennifer Harris to give a presentation on Turnpike’s tolled projects. Mr. Rochelle explained that he asked Jennifer to make the presentation and asked that a review like this be represented to the committee members as they approach procurement phases.</p> <p>Ms. Harris thanked Mr. Rochelle for the introduction and presented on Turnpike projects that are currently in development. She explained the dates were regarding the current draft STIP, and called to Mr. Memory and Mr. Rochelle as support.</p> <p>Mr. Irvin inquired if Currituck Bridge is a fixed toll or dynamic pricing. Mr. Memory explained currently in the STIP the pricing is variable and based on the time of day, day of week, and time of year. The full board will be addressing the toll rate schedule in the August full board meeting.</p>
<b>Actions Taken</b>	No action, please review documentation.

<b>6. Wrong-Way Driver Detection and Notification Program, Andy Lelewski, P.E.</b>	
<b>Discussion Summary</b>	<p>Mr. Memory introduced Mr. Lelewski and explained his excitement about this project nearing its completion phase.</p> <p>Mr. Lelewski presented the Wrong-Way Driver Detection and Notification program. He explained that he would provide an overview of the Triangle Expressway Wrong Way Driver program, review the lessons learned to date, concepts of operations for a new program, potential solutions for Monroe Expressway, and finally program implementation. He explained since the opening, there have been an average of 3 wrong way drivers detected on the road, but there has not been a crash since Triangle Expressway was opened to the public.</p>

<b>Actions Taken</b>	No Information only/no action taken
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<b>7. Triangle Expressway / NC 147 Detour Route Review – Andy Lelewski, P.E.</b>	
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<b>Discussion Summary</b>	<p>Mr. Andy Lelewski gave a presentation on the Triangle Expressway / NC 147 Detour Route. Triangle Expressway exit 283A was closed June 30<sup>th</sup> – July 5<sup>th</sup> for bridge joint maintenance. NCTA Tolling Operations worked closely with Division 5 maintenance crews to detour drivers off Triangle Expressway onto NC 147, to Toll Road 540. Tolls were waived June 30<sup>th</sup> – July 5<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• About 5,700 vehicles used the detour during this time.</li> <li>• \$12,000 in tolls will be paid from Division 5.</li> <li>• There was no word of confusion or complications from our Customer Service Center.</li> <li>• Unfortunately the joint work was not completed, Division 5 is discussing whether or not to use the detour over the Labor Day holiday.</li> <li>• Overall the detour was a success.</li> </ul>
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<b>Actions Taken</b>	No Information only/no action taken.
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<b>8. Adjourn – Montell Irvin, Chair</b>	
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<b>Discussion Summary</b>	<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. Mr. Travis made a motion to adjourn the meeting. Mr. Crawford seconded the motion. The motion carried unanimously.</p>
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<b>Actions Taken</b>	Chairman Irvin declared the meeting adjourned.
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