

**AGENDA**  
**Orange Unified Transportation Board**  
**August 17, 2016**  
**6:30 p.m.**

You can bring your laptops/tablets if you would like to use them.

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**Conference Room 004 (Lower Floor) Orange County West Campus**  
**131 West Margaret Lane, Hillsborough**

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<u>Time</u>	<u>Item</u>	<u>Title</u>
6:30	1.	<b>Call to Order and Determination of Quorum</b>
6:35	2.	<b>Approval of Minutes from June 15 , 2016</b>
6:40	3.	<b>Consideration of Additions to the Agenda</b>
6:45	4.	<b><u>Transit Services/Orange Public Transportation (OPT) – Materials for items in this section will be provided at the meeting.</u></b>

*This section of the agenda is addressed jointly by the OUTBoard and supplemental staff from other County departments (Aging; DSS; Housing, Human Rights and Community Development; Health; Child Support Enforcement; and the Library) to address transit services.*

4.a. **OPT Quarterly Operational Updates** (Peter Murphy)

- i. FY 2016/2017 Budget
  - OPT as an independent department
  - Fare boxes approved
  - Technology approved
- ii. New services started
- iii. Pending expansion services
- iv. Bus purchase options
- v. Vehicles already received
- vi. Orange County ridership data 2014-2016
- vii. Orange County Bus and Rail Investment Plan (OCBRIP) Update
- viii. Conference updates

OUTBoard/Transit Services Action: Receive and review information, provide comments.

4.b. **North Carolina Department of Transportation (NCDOT) Success Plan** - (Peter Murphy)

OUTBoard/Transit Services Action: Receive and review information, discuss and provide feedback, and adopt plan.

- 4.c. **Transit Advisory Services (TAS) Comments/Questions** (Peter Murphy):  
Opportunity for TSB members to offer transit related comments and ask questions regarding issues not on the agenda.

OUTBoard/Transit Services Action: Provide comments and questions, receive feedback.

5. **Regular OUTBoard Agenda (Action Items)**

No items

7:45 6. **Staff Updates**

- 6.a. NCDOT Division 7 transportation projects located in the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) planning area. (Max Bushell)
- 6.b. Addition of Wake County to the renamed Triangle Tax District and approval of the Wake County Transit Plan and Multiparty Interlocal Transit Agreement (Abigaile Pittman)
- 6.c. 07/11/2016, 08/01/2016, and 08/09/2016 Meetings of the Bicycle Safety Task Force (Heidi Perry, Jeff Charles)
- 6.d. 07/12/2016 Orange County/NCDOT Meeting (Abigaile Pittman)

OUTBoard Action for all update items: Receive information.

8:15 7. **Board Comments**

8:30 8. **Adjournment**

***Charge of the OUTBoard (from Section I, Part C of the adopted Rules and Procedures)***

- 1. *The OUT Board is charged with advising the Board of County Commissioners on the planning and programming of transportation infrastructure improvements and other County transportation planning initiatives, as directed by the Board.*
- 2. *From time to time the OUT Board may be directed to provide input on regulations on which the Planning Board has primary statutory and local ordinance advisory duties. In such instances, the OUT Board shall serve in an advisory capacity to the Planning Board.*

***Meetings (from Section IV, Part C of the adopted Rules and Procedures)***

***C. Date, Time, and Location of Regular Meetings***

- 3. *Regular meetings of the OUT Board shall be held as needed to address items that require Board action consistent with its Charge and Duties identified herein. Meetings are held on the third Wednesday of the month. The start time and location of the meeting shall be included on the agenda and shall typically be 7:00 p.m. at the Orange County West Campus Office Building located at 131 West Margaret Lane, Hillsborough. The OUT Board Chair, in consultation with staff, shall have the authority to change the start time and location of a regular meeting to meet any special circumstances, provided the information is included on the distributed agenda.*

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MINUTES

Orange Unified Transportation Board

June 15, 2016

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**MEMBERS PRESENT:** Alex Castro, Bingham Township Representative; Heidi Perry, At-Large Representative; David Laudicina, At-Large Representative; Amy Cole, At-Large Representative; Art Menius, At-Large Representative; Erie Smith, Chapel Hill Township Representative; Gary Saunders, At-Large Representative; Brantley Wells, Hillsborough Township Representative; Ted Triebel, Little River Township Representative

**MEMBERS ABSENT:** Ed Vaughn, Cedar Grove Township Representative; John Rubin, At-Large Representative; Jeff Charles, At-Large Representative;

**STAFF PRESENT:** Abigaile Pittman, Transportation/Land Use Planner; Max Bushell, Transportation Planner; Meredith Pucci Administrative Assistant

**OTHERS PRESENT:** Earl McKee, Chair of the Orange County Board of County Commissioners

**AGENDA ITEM 1: Call to Order and Roll Call**

*Heidi Perry called the meeting to order.*

**AGENDA ITEM 2: Approval of Minutes for April 4, 2016**

Minutes were approved.

**MOTION** made by Alex Castro. Seconded by Art Menius.

**VOTE:** Unanimous

**AGENDA ITEM 3: Consideration of Additions of the Agenda**

No additions.

**AGENDA ITEM 4a: Orange Unified Transportation Board (OUTBoard) Rules and Procedures Amendment (Abigaile Pittman)**

**OUTBoard Action:** Consider an amendment to the OUTBoard specific Rules and Procedures to revise its meeting time, and forward a recommendation to the Board of County Commissioners (BOCC).

**MOTION** made by Art Menius. Seconded by Alex Castro.

**VOTE:** Unanimous

**AGENDA ITEM 4b: Bicycle Safety Task Force Applicants, Proposed Revised Resolution, Task Force Charge, and Orange County Bicycle Crash Report 2007-2013) (Abigaile Pittman and Max Bushell)**

**OUTBoard Action:** To review and make a recommendation on revisions to the slate of Bicycle Safety Task Force applicants; to review and make a recommendation on a proposed amended Bicycle Safety Task Force Resolution; to receive and discuss the Orange County Bicycle Crash Report 2007-2013; and to discuss implementation of the Task Force Charge as set forth in the Resolution.

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52 Heidi Perry asked about other Orange County staff being on the bicycle safety force.

53

54 Abigaile Pittman explained that more information will be given in the presentation for the Bicycle Safety Task Force  
55 Applicants you want to do presentation.

56

57 *Abigaile Pittman presented the Bicycle Safety Task Force Applicants*

58

59 Heidi Perry inquired about removing two members so that she and Jeff Charles could be voting members on the task  
60 force.

61

62 Amy Cole stated that she is opposed to taking anyone off the applicant list but that she does agree with Heidi Perry in  
63 that she and Jeff Charles should be able to vote on the task force.

64

65 Alex Castro I think if Heidi is going to do so much work on the force I think she should be able to vote.

66

67 Ted Triebel states his support, indicating that since the OUTBoard recommended the Bicycle Safety Task Force and  
68 since Heidi will be undertaking substantial administrative work as part of the task force, the OUTBoard should have  
69 voting representation.

70

71 **Motion** made by Art Menius to allow 18 members on the Bicycle Safety Task and that the new two additional  
72 members should be from the OUTBoard.

73 **VOTE:** Unanimous

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75 **Motion** made by Alex Castro to approve the revised slate as presented in attachment one. Seconded by Art Menius.

76 **VOTE:** Unanimous

77

78 *Max Bushell delivered crash report presentation.*

79

80 There were questions about the accuracy of the data being reported, regarding incidents that are not reported and if  
81 the alcohol involved was with the motorists. Max Bushell stated he would look into which crashes involved alcohol  
82 and whether the driver or the bicyclist was intoxicated. He will also examine at which times of day the fatal crashes  
83 occurred. Additionally, he will examine the driver demographics to assess appropriate groups to target with safety  
84 messaging.

85

86 *Max Bushell continued with presentation*

87

88 Heidi Perry spoke about House Bill 959 that just passed and is going to senate that will make it legal for motorists to  
89 cross a double yellow line to go around cyclists. She also mentioned counters that have gone up in Carrboro that will  
90 give a better idea of how many cyclists are going on county roads.

91

92 *Max Bushell concluded presentation.*

93

94 *Abigaile Pittman delivered Task Force Charge Presentation.*

95

96 Heidi Perry led the discussion and identified a few different areas to focus on. First, the Bicycle Safety Task Force  
97 (BSTF) should identify areas with a significant bicycle safety issue. She clarified that the BSTF is not charged with  
98 creating new laws or suggesting infrastructure changes. The BSTF's priority is safety and education.

99

100 The biggest area of discussion was how to get more public awareness of the rules of the road. There was a lot of  
101 brain storming on how to do this such as billboards; through schools, such as liaising with the Let's Go NC group and  
102 working to include bicycle safety information in Driver's Education classes; information on OPT buses, such as bus

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103 wraps or at bus stops; using UNC students to create PSAs; providing information to ambulance drivers; and working  
104 with NCDOT to install signage. More strategies will be created by the BTSF over the course of the meetings.

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107 **AGENDA ITEM 5: Staff Updates**

108 **5a. Flow charts indicating the progress of transportation projects through the SPOT 4.0 Transportation**  
109 **Project Prioritization Process (STIP) 2018-2027. (Max Bushell)**

110

111 OUTBoard Action: Receive information

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113 *Max presented flow chart*

114

115 There were questions about the budget for sidewalks and Max Bushell explained that small scale sidewalks are very  
116 difficult to fund through STIP.

117

118 Heidi Perry inquired about alternate means to get funded through.

119

120 Max Bushell explained about another option through the MPO called surface transportation program direct. Through  
121 this option the MPO gets funds to allocate as they see fit and three key safe route projects would be great to  
122 implement including Orange High School Road, Cameron Park Elementary, and Orange Grove Road. Max also  
123 mentioned that another problem with getting these projects done in Orange County is the county's not set up for it in  
124 terms of engineering and public works. Max stated that his goal at the MPO level is to fund sidewalks and bike lanes.

125

126 *Max continued presentation.*

127

128 Heidi Perry inquired about getting Orange County to put in two-foot shoulders.

129

130 Max explained that in a meeting for TARPO people opposed widening on Buckhorn Road. He also added that there's  
131 a proposed widening on West 10 Road south all the way down to Mebane but there's concern for rural character and  
132 vehicle speeds.

133

134 Max Bushell will continue to look into it.

135

136 It was requested to add Chuck Edwards' email to the Minutes ([cnedwards@ncdot.gov](mailto:cnedwards@ncdot.gov)).

137

138

139 **5b. Update on NCDOT Division 7 transportation projects located in the Durham-Chapel Hill-Carrboro**  
140 **Metropolitan Planning Organization (DCHC MPO) planning area. (Max Bushell)**

141

142 OUTBoard Action: Receive information

143

144 *Max provided an attachment of current projects*

145

146 **AGENDA ITEM 6: Board Comments**

147

148 Heidi Perry had a question about the closing of Borland Road.

149

150 Abigaile Pittman explained that there is not much time to turn around a press release between receiving the  
151 communications of road/bridge closings from NCDOT and the start of the project. Abigaile will send the link for how  
152 to join the Orange County listserv that publicizes these project notifications.

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154 Heidi Perry suggested adding another item to next meeting's agenda, namely to ask the BOCC to add a project to  
155 create a separated, shared-use path between Chapel Hill/Carrboro and Hillsborough along Old NC 86.

156  
157 Alex Castro indicated that much of the effort to create separated facilities may already be used to support the  
158 Mountains to Sea trail. There was, however, agreement that this should be added to the next agenda.

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161 **AGENDA ITEM 7:           Adjournment**

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163 **MOTION** made by Art Menius to adjourn the meeting. Seconded by Alex Castro

164 **VOTE:** Unanimous

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Heidi Perry, Chair

**ORANGE COUNTY  
ORANGE UNIFIED TRANSPORTATION BOARD (OUTBoard)  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: August 17, 2016**

**Action Agenda  
Item No. 4a**

**SUBJECT:** OPT Operational Updates

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**DEPARTMENT:** Orange Public Transportation

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**ATTACHMENT(S):**

1. OPT Budget overview
2. Ridership Data Spreadsheet

**INFORMATION CONTACT:**

Peter Murphy, Transportation  
Administrator, 919-245-2002

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**PURPOSE:** To receive a quarterly report on OPT operational update and statistics

**UPDATES:**

- i. FY 2016/2017 Budget (Attachment 1)
  - a. OPT as an independent department
  - b. Fare boxes approved
  - c. Technology approved
- ii. New services started
  - a. Senior Center late afternoon services – Started June 1, 2016 providing an additional departure option of 3:30 p.m. in addition to the traditional 1:00 p.m. departure.
- iii. Pending expansion services
  - a. Route 70 Connector (Orange-Alamance Connector) – Delayed with pending bus purchase complicated by State Contract 28 Foot Light Transit Vehicle (LTV) changes
  - b. Efland Commuter Loop
  - c. Rural 2 days per week Zonal Routes
- iv. Bus purchase options – Originally planned 28 foot, 20 or 21 passenger LTVs significantly delayed.
  - a. 25 Foot, 16 or 17 passenger light transit – available through state contract
  - b. 28 foot, 22 passenger low floor Medium Duty Transit Vehicles –Orange County would need to seek bids for purchase
- v. Vehicles received – Two 28 foot, 20 passenger buses and one Dodge Grand Caravan Minivan delivered April & June 2016.
- vi. OPT Ridership Data 2014-2016 (Attachment 2)
  - a. Hillsborough Circulator

- b. Hill to Hill Midday
- c. Other riders

- vii. Orange County Bus and Rail Investment Plan (OCBRIP) updates – Hillsborough Park and Ride Options US Highway 70 Area & Chapel Transit MLK corridor Bus Rapid Transit Expansion
- viii. NCDOT Public Transit Conference – Quarterly reporting changes, increased ROAP funding and Non-emergency Medicaid Transportation (NEMT) Changes

**FINANCIAL IMPACT:** Noted increase in budget with Department change and capital additions. Possible increases to bus purchase costs not covered by Federal and State Grants. Possible increases in ROAP and SMAP funding.

**RECOMMENDATION:** The staff recommends the OUTBoard:

- Receive and review the information; and
- Provide feedback

## Attachment 1

# Orange Public Transportation

Phone Number: (919) 245-2002

Website:

[http://www.orangecountync.gov/departments/planning\\_and\\_inspections/orange\\_public\\_transportation/index.php](http://www.orangecountync.gov/departments/planning_and_inspections/orange_public_transportation/index.php)

	2014-15 Actual Expenditures	2015-16 Original Budget	2015-16 Revised Budget	2015-16 12-Month Estimate	2016-17 Department Requested	2016 - 17 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	616,100	956,042	940,167	717,949	981,629	1,014,760
Operations	251,611	365,360	366,628	242,043	359,300	359,300
Capital Outlay	12,326	40,559	40,559	40,559	99,678	99,678
<b>Total Expenditures</b>	<b>\$ 880,036</b>	<b>\$ 1,361,961</b>	<b>\$ 1,347,354</b>	<b>\$ 1,000,551</b>	<b>\$ 1,440,607</b>	<b>\$ 1,473,738</b>
<i>Offsetting Revenues</i>	<i>(726,142)</i>	<i>(958,600)</i>	<i>(958,600)</i>	<i>(610,081)</i>	<i>(974,883)</i>	<i>(954,883)</i>
<b>County Costs (net)</b>	<b>\$ 153,894</b>	<b>\$ 403,361</b>	<b>\$ 388,754</b>	<b>\$ 390,470</b>	<b>\$ 465,724</b>	<b>\$ 518,855</b>
<b>Total Orange Public Transportation and Related Expenditures</b>	<b>\$ 880,036</b>	<b>\$ 1,361,961</b>	<b>\$ 1,347,354</b>	<b>\$ 1,000,551</b>	<b>\$ 1,440,607</b>	<b>\$ 1,473,738</b>

### Major Services

- Develop service plans and operate public bus routes for the general public and special populations.
- Provide medical appointment demand-response service for Orange County residents outside the Chapel Hill Transit service area.
- Operate the Hillsborough Circulator, Orange-Alamance Connector, Efland-Hillsborough Commuter Loop, and Cedar Grove-Hillsborough-Chapel Hill Shuttle fixed-route services, as well as the three (3) general public deviated fixed routes in the County's rural area (i.e. Little River Township, Cedar Grove Township, and Bingham Township)
- Develop, implement and monitor the County's bus service expansion program funded via 1/2 cent sales tax and vehicle registration revenues.
- Pursue, apply for and administer transit grants through DCHC MPO, NCDOT, PTD and FTA and report service metrics to NCDOT and National Transit Database (NTD).
- Market all public and paratransit services provided by Orange Public Transportation.
- Implement all safety system policies and procedures required by NCDOT.
- Provide emergency transportation on behalf of Emergency Management (during disasters, inclement weather, etc.)
- Coordinate with human services such as social service, health, aging and library to offer transit options.
- Coordinate with planning divisions to assess the impacts and responses to new development and the funding paradigms of both MPO's Durham and Burlington.

***OPT – continued***

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**FY 2015-16 Outcomes**

- Provided more than 55,000 one-way trips to Orange County residents.
- Modified routing and schedule for Hillsborough Circulator to provide more efficient and effective service.
- Gradually commenced services associated with the Five-Year Bus Service Expansion Program and OCBRIP, increasing weekday general public fixed-route service hours by 25% and weekday senior center transportation by 33%.
- Increased presence of Orange Public Transportation in integrated regional planning endeavors
- Began implementation of an updated Americans with Disabilities Act (ADA) Plan.
- Began implementation of an updated Title VI Plan.
- Secured new grant sources to fund new services in upcoming years and to reduce local funding such as MPO urban shares (5307) and CMAQ grants.
- The prior three bullets were strongly supported and organized by comprehensive planning division of the Planning department.

<b>Performance Measures</b>	<b>2013-14 Actual</b>	<b>2014-15 Actual</b>	<b>2015-16 Budget</b>	<b>2015-16 Estimate</b>	<b>2016-17 Budget</b>
Passengers per year	63,519*	56,505	70,000	55,413	60,000
Cost per trip	\$12.85	\$15.57	\$19.46	\$18.06	\$24.56
Total number of daily routes	23	24	53	33	53
Cost per hour	\$49.98	\$55.65	\$60.52	\$56.55	65.49
Cost for fuel	\$1.00/mile	\$1.00/mile	\$1.00/mile	\$1.00/mile	\$1.00/Mile
Indirect Cost					

\*In subsequent years, recalibrated method of collecting passenger miles

**FY 2015-2016 Objectives**

- Monitor expansion services and consider service changes, if necessary.
- Maintain and work to improve current service levels.
- Continue to secure transit grants to partially fund existing and expansion services.
- Continue to increase presence of OPT services in regional transportation plans, reports, policy guides and programs.

**Budget Highlights**

The FY2016-17 Manager’s Recommended Budget includes:

- The formation of Orange Public Transportation as a unique and individual department within Orange County Government. Included in this transition is the creation of a 1.0 FTE Transit Director position, with a scheduled start date of January 1, 2017.
- An increase of \$33,131 more in Personnel than originally requested by the department. This increase is due to the Manager recommending that OPT become a unique department. The Manager is recommending the addition of a 1.0 FTE Transit Director, while the original request (as a division of Planning & Inspections) requested a 1.0 FTE

## ***OPT – continued***

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Transit Planner. The addition of a director level position has a greater personnel cost than the requested position.

- A decrease of \$25,000 in the Overtime account, due to additional efficiencies realized by joint office staff bus driving organization.
- The purchase of 3 additional buses at a total County cost of \$31,678, purchased at an 80%/20% split with State/Federal funds covering 80% of total cost and the County paying only the 20% match portion.
- The purchase of 4 fare boxes at a total cost of \$68,000 for use within the department.

## ORANGE COUNTY RIDERSHIP DATA FY2014-2015

Month	Hillsborough Circulator Riders	Hill to Hill Midday Riders	X	Riders - Other	Total	Hillsborough Circulator Riders/Day	Hill to Hill Midday Riders/Day	Hillsborough Circulator Riders/Hour	Hill to Hill Midday Riders/Hour
Jul 14	1,871	215		3,360	5,446	85	10	10.63	3.26
Aug	1,405	231		3,507	5,143	67	11	8.36	3.67
Sep	1,413	225		4,040	5,678	67	11	8.41	3.57
Oct	1,400	217		4,369	5,986	61	9	7.61	3.14
Nov	791	177		3,029	3,997	44	10	5.49	3.28
Dec	1,021	176		3,061	4,258	51	9	6.38	2.93
Jan 15	1,058	136		3,318	4,512	53	7	6.61	2.27
Feb	739	122		2,281	3,142	42	7	5.28	2.32
Mar	791	160		3,544	4,495	36	7	3.99	2.42
Apr	1,047	162		3,535	4,744	50	8	5.54	2.57
May	1,204	152		3,377	4,733	60	8	6.69	2.53
Jun	1,025	197		3,149	4,371	47	9	5.18	2.98
	13,765	2,170		40,570	56,505				

## ORANGE COUNTY RIDERSHIP DATA FY2015-2016

Month	Hillsborough Circulator Riders	Hill to Hill Midday Riders	Hill to Hill Midday Riders	Riders - Other	Total	Hillsborough Circulator Riders/Day	Hill to Hill Midday Riders/Day	Hillsborough Circulator Riders/Hour	Hill to Hill Midday Riders/Hour
Jul 15	1,156	150		2,885	4,191	53	7	5.84	2.27
Aug	1,176	77	172	2,956	4,381	56	12	6.22	1.58
Sep	1,081		393	3,331	4,805	51	19	5.72	1.56
Oct	1,158		369	3,654	5,181	53	17	5.85	1.40
Nov	1,105		293	3,186	4,584	58	15	6.46	1.29
Dec	1,212		337	2,943	4,492	61	17	6.73	1.40
Jan 16	1,222		321	2,606	4,149	68	18	7.54	1.49
Feb	1,245		409	3,127	4,781	62	20	6.92	1.70
Mar	1,458		436	3,229	5,123	66	20	7.36	1.65
Apr	1,383		309	2,407	4,099	66	15	7.32	1.23
May	1,215		430	3,148	4,793	58	20	6.43	1.71
Jun	1,460		424	2,950	4,834	66	19	7.37	1.61
	14,871	227	3,893	36,422	55,413				

Efficiency

Peer Group Average Boardings per Hour

3.60

3.60

**ORANGE COUNTY**  
**ORANGE UNIFIED TRANSPORTATION BOARD (OUTBoard)**  
**ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** August 17, 2016

**Action Agenda**  
**Item No.** 4b

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**SUBJECT:** North Carolina Department of Transportation (NCDOT) Success Plan

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**DEPARTMENT:** Orange Public Transportation

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**ATTACHMENT(S):**

1. NCDOT Success Plan
2. OPT Scorecard

**INFORMATION CONTACT:**

Peter Murphy, Transportation  
Administrator, 919-245-2002

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**PURPOSE:** To review and consider adopting OPT's NCDOT Success Plan ([Attachment 1](#)).

**BACKGROUND:** For fiscal year 2017 (July 1, 2016 through June 30, 2017) North Carolina Department of Transportation Public Transportation Division has adopted new best practice requirements that include quarterly reporting of annually adopted success plans for each Community Transportation Grant Recipient. OPT staff attended a series of training sessions sponsored by the state. Working with state's consultant group and their assigned Mobility Development Specialist, staff compiled a success plan meeting the NCDOT/PTD standards.

The success plan contains three major components: 1) A strategic plan with an updated and simplified mission statement, vision statement, success moments and value statement; 2) An operating plan with guiding management pillars and operating tactics; and 3) A performance scorecard that will be combined with four NCDOT metrics ([Attachment 2](#)).

OPT's scorecard consists of Safety, Financial Stability, Customer Experience, Growth Plan and Technology updates. NCDOT's scorecard consists of subsidy per customer trip, cost per customer trip, customer trips per seat hour and net promoter score.

**FINANCIAL IMPACT:** Future quarterly reporting and grading may impact a percentage of grant funding received by Orange County.

**RECOMMENDATION:** The staff recommends that the Board:

- Receive and review the information;
- Provide feedback; and
- Adopts the Plan

## **Attachment 1**

### **Orange County Public Transportation System Success Plan FY 17**

Orange County Public Transportation (OPT) is a Community Transportation system located in Orange County North Carolina and serves the residence of rural Orange County. OPT provides safe and convenient transport for residents and visitors to rural Orange County Monday through Friday from 6:30 a.m. until 5:00 p.m. We provide limited service to our dialysis passengers on Saturday's.

#### **Mission Statement**

Working together to provide safe, reliable, balanced, accessible, quality service on an ongoing basis.

#### **Vision Statement**

To perform safely and consistently.

#### **Values**

Safety

Consistency

Accessible to those in need

Professional, helpful, courteous and consistent customer service

#### **Successful Moments**

OPT will have a successful year if we can as a minimum complete the following:

1. Increase ridership by 3% per year to keep pace with growth projections.
2. Acquire new more efficient technology - Complete the acquisition process for MDTs; Implement training and use; and monitor effectiveness through validation process.
3. Complete an on time maintenance rate of 85% or higher
4. Replace high mileage high maintenance vehicles –continue the acquisition process for six urban-use vehicles with bi-monthly updates of progress
5. Implement approved fixed and deviated fixed routes at least one quarterly. Implement new fixed routes with target goals at least 25% of current ridership levels. Monitor existing routes maintaining at least 5.8 pass/hour on fixed route and 3.0 on demand response.
6. Complete and document 25% of driver road-rides quarterly

## SWOT Analysis

Strengths inside the agency to help deliver our success moments

Weaknesses inside the agency that need to be fixed to deliver success

Opportunities that exist outside the agency that we can take advantage of to deliver success

Threats outside the agency we must guard against to deliver success

### Strengths

1. Genuine customer concern
2. Teamwork
3. Support from other county agencies
4. Active involvement from the Orange United Transportation (TAB) Board and Board of County Commissioners

### Weaknesses

1. Vehicle breakdowns
2. Correct number of staff and qualified staff in key positions
3. Lack of some modern technologies

### Opportunities:

1. Growing interest in public transportation
2. Increasing ridership
3. Educating local agencies on the type of support OPT can provide
4. Partnering with Go Triangle to accept electronic pass

### Threats:

1. Reduction in some funding sources
2. Difficulty recruiting drivers
3. Continual changes to the Non-Emergency Medical Transportation Program
4. Equipment breakdowns
5. Rising cost of fuel

## Guiding Management Pillars

Commitment to Safety

Financial Sustainability

Outstanding customer service and professionalism

Employee training

## Orange County Public Transportation System Success Plan FY 17

### Tactics

#### Commitment to safety

- |                                  |                |
|----------------------------------|----------------|
| 1. SEON Footage Review           | Malcum & Peter |
| 2. New Driver Safety Training    | Malcum         |
| a. Defensive Driving             |                |
| b. Americans with Disability Act |                |
| c. Blood borne Pathogens         |                |
| d. Emergency Procedures          |                |
| e. Illegal Drug Use              |                |
| 3. Ride Checks                   | Malcum         |

#### Financial Sustainability

- |   |       |
|---|-------|
| 1. Identify funding challenges in FY'17 | Peter |
| 2. Budget tracking                      | Peter |
| 3. Urban vs. rural funding              | Peter |
| 4. Go Pass Authorization/Funding        | Peter |
| 5. New route structure                  | Peter |

#### Customer Experience

- |                                  |              |
|----------------------------------|--------------|
| 1. Surveys                       | Peter/Malcum |
| 2. Community outreach            | Peter        |
| 3. Maintaining route schedules   | Dispatcher   |
| 4. Scheduling and tracking trips | Dispatcher   |
| 5. Vehicle maintenance issues    | Malcum       |
| 6. Problem Resolution            | Peter/Malcum |

#### Growth Plan

- |                             |                           |
|-----------------------------|---------------------------|
| 1. Buses and equipment      | Peter                     |
| 2. Hiring                   | Peter/Malcum              |
| 3. Employee Training        | Malcum                    |
| 4. Marketing                | Peter/Community relations |
| 5. New route implementation | All staff                 |

#### Technology Updates

- |  |              |
|--|--------------|
| 1. Identify required technology short/long term        | Peter/Malcum |
| 2. Determine financial cost of required technology     | Peter        |
| 3. Coordinate local technical support                  | Peter        |
| 4. Establish an implementation schedule for technology | Peter        |

## Attachment 2

<b>Orange County Public Transportation Scorecard</b>					
<b>Guiding Management Principal</b>	<b>Metric Name</b>	<b>Performance Goal</b>	<b>Goal Points</b>	<b>Owner</b>	<b>Definition</b>
<b>Safety</b>	Seon Video review	90%	4	Malcum/Peter	Review 5% of marked footage plus internal/external customer complaints
	New Driver Safety training	90%	5	Malcum/Peter	Random sampling of training records to verify training required training was conducted at required intervals
	Ride Checks	90%	5	Malcum	Complete two operator ride checks per month
	Negative D&A results	100%	5	Peter	Evaluating drug & alcohol policy compliance
	<b>Total</b>				
<b>Financial Stability</b>	Grants	90%	5	Peter	5311, 5307, CMAQ, SMAP Reports and quarterly tracking on time.
	OCBRIP	90%	3	Peter	Bi-monthly and quarterly review new routes including ridership. Continually solicit input from civic groups and staff on route effectiveness.
	Passenger revenue	80%	5	Dispatcher	Monthly invoices on time
	Go Pass	90%	4	Dispatcher/Malcum	Record and evaluate startup initiative and financial impact
	Budget	90%	5	Peter	Quarterly tracking within budget
	<b>Total</b>				
<b>Customer Experience</b>	Surveys	90%	5	Peter/Malcum	Completion of quarterly surveys
	On-time performance Fixed route	90%	5	Dispatcher	Percent trips operating within 5 minutes scheduled time.
	On-time performance Demand Response	90%	5	Dispatcher	Percent of trips operating within 15 of scheduled pickup time.
	Vehicle maintenance PMs	85%	5	Malcum	PMS performed on-time
	Complaint/problem resolution	90%	5	Malcum/Peter	Response/resolution within two working days.
	<b>Total</b>				
<b>Growth Plan</b>	Buses & Equipment	80%	5	Peter	Minimum four urban bus purchase of six – bi-monthly reporting of acquisition process
	Hiring	80%	5	Peter/Malcum	Interval hiring for new route coverage
	Employee Training	90%	5	Malcum	New driver & quarterly requirements completed
	Marketing	90%	5	Peter /Community relations	Advertising new services two or more weeks in advance
	New route implementation	90%	5	Peter/ All staff	Monthly updates of new route plans with all staff.
	<b>Total</b>				
<b>Technology Updates</b>	Identify required technology options	90%	3	Peter/Malcum	Mobile data terminals, computer support, and electronic fareboxes (1 <sup>st</sup> qtr)
	Coordinate local IT support & cost determinations	90%	3	Peter/ IT support	Report obtained pricing an compatibility (2 <sup>nd</sup> qtr)
	Technology implementation	90%	3	Peter/Malcum	Quarterly reporting and status updates.
	<b>Total</b>				
<b>TOTAL SCORE</b>			<b>100</b>		

**ORANGE COUNTY**  
**ORANGE UNIFIED TRANSPORTATION BOARD (OUTBoard)**  
**ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** August 17, 2016

**Action Agenda**  
**Item No.** 6

**SUBJECT:** Staff Updates

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**DEPARTMENT:** Planning

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**ATTACHMENT(S):**

1. DCHC MPO NCDOT projects
2. NCDOT/County meeting notes

**INFORMATION CONTACT:**

Abigaile Pittman, Transportation/ Land  
Use Planner, 919-245-2567  
Max Bushell, Transportation Planner,  
919-245-2582  
Tom Altieri, Comprehensive Planning  
Supervisor, 919-245-2575

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**PURPOSE:** To receive staff updates

**BACKGROUND:**

Item 6a NCDOT Division 7 transportation projects located in the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) planning area (Max Bushell)

A list of the projects are provided in Attachment 1.

Item 6b Addition of Wake County to the renamed Triangle Tax District and approval of the Wake County Transit Plan and Multiparty Interlocal Transit Agreement (Abigaile Pittman)

The Durham and Orange County Bus and Rail Plan (BRIP) was approved on October 2, 2012. Durham and Orange Counties approved their state authorized ability to implement the 'Mobility Bill' transit tax as a part of the financial plan with the associated BRIP in 2012. The Wake County Board of Commissioners voted to officially adopt the Wake County Transit Plan on June 6, 2016. They join the governing boards of the Capital Area Metropolitan Planning Organization and GoTriangle, which approved the plan and corresponding Transit Governance Interlocal Agreement in May 2016.

At its June 21, 2016 Board of County Commissioners (BOCC) meeting, Wake County requested and received two actions from Orange County to facilitate the expected addition of Wake County to the Triangle Tax District ("Special District"), the renamed and expanded district currently known as the Western Triangle Tax District. Wake County's participation in the Special District, if the funding is approved by Wake County voters through an advisory referendum in November, will allow our region to continue to work cooperatively to expand and improved transit options for our strongly linked communities. The actions approved by the BOCC were:

1. Approval of the Wake County Transit Plan, specifically the financial plan (see attachment 3) as required by the Local Government Sales Tax Act ("the Act") N.C.G.S. 105-508, et seq.

The Act requires that in the event of expansion of the Special District, existing members must approve the financial plan of any new member.

2. Approval & Execution of an Agreement Setting Forth the Mutual Understanding of the Parties as to the Scope and Content of the Financial Plan Between Research Triangle Regional Public Transportation Authority ("GoTriangle"); Durham County; Orange County; Wake County; Capital Area Metropolitan Planning Organization; Durham, Chapel-Hill, Carrboro Metropolitan Planning Organization, and Burlington-Graham Metropolitan Planning Organization.

The Agreement also ensures the addition of Wake County to the Special District will not alter or disrupt the implementation or governance of the Durham-Orange Transit Plan. The Agreement acknowledges that the transit plans within the Special District are parallel and separate. To that end, the Agreement provides that 100% of all transit revenues collected on behalf of Durham and Orange counties will remain solely dedicated and segregated for the benefit of the Durham-Orange Transit Plan.

Likewise, all transit revenues collected on behalf of Wake County will be segregated and solely dedicated to fund the Wake Transit Plan. To the extent that there are regional transit projects crossing the jurisdictional boundaries of Wake, Durham or Orange counties, the Agreement clarifies that nothing restricts the parties from entering into Cost Sharing Agreements for the same.

Item 6c 07/11/2016, 08/01/2016, and 08/09/2016 meetings of the Bicycle Safety Task Force (Heidi Perry, Abigaile Pittman)

The charge of the Bicycle Safety Task Force is to:

- To develop a campaign for bicycle safety education and research;
- To develop an implementation timetable with estimated funding requests; and
- To develop an implementation report.

Two meetings of the Bicycle Safety Task Force were held on July 11 and August 9. Multiple subcommittees will meet separately to review and develop:

- Goals: Identify what problems we are trying to solve, specific goals to effect changes in behavior, what our message should be, and which audiences we are trying to reach – Members selected: Members: Cliff, Todd, Jeff, Alyson, Eli, Renee, Bonnie;
- Information Dissemination/Messaging: Identify best way to get information to persuade target audiences based on evidence of what has been successful in comparable circumstances;
- Action Planning: Identify what might be an action plan or some different options to achieve our goals, what would be the pros and cons, and what is a realistic amount to spend; and
- Funding: Identify what should be our recommendations and requested budget.

The first subcommittee meeting was held on August 1.

When the draft implementation report is complete sometime this fall, the Task Force will bring it before the OUTBoard for review and comment.

Item 6d 07/12/2016 Orange County/NCDOT Meeting (Abigaile Pittman)

Several times a year Orange County staff and Commissioners meet with NCDOT staff to discuss transportation projects and concerns. The most recent meeting was held on July 12. Notes from this meeting are provided in Attachment 2.

**RECOMMENDATION:** The staff recommends that the OUTBoard receive and review the updates.

## Attachment 1

### NCDOT DIV 7 PROJECTS LOCATED IN DCHCMPO

TIP/WBS #	Description	Start/Let date	Completion Date	Status	Cost	Comments
P-4405 I,J,K 62000.7.STR18T1B 62000.7.STR23T1B 62000.7.STR28T1B	PCSI Closures at Gordon Thomas Dr., Greenbriar Dr., Byrdsville Rd St. NS/NCRR southwest of <b>Hillsborough</b>	P-4405I P-4405J May 2016 P-4405K June 2016	Dec. 2016	Initial environmental document completed, Limited ROW functions underway (I-100%R/W complete, J-100% R/W complete, K-45% R/W complete), I&J awarded	\$536,319 \$177,513 \$761,200	ARRA - Rail, Segments will be separated for construction, Division Let
SS-4907BF 44271.1.FD1 44271.2.1 44271.3.1	Radius and sight distance improvements at the intersection of SR 1567 (Pleasant Green Road) and SR 1569 (Cole Mill Road) in <b>Orange Co.</b>	4/18/2016	6/18/2016	Clearing and grading underway, coordinating utility relocation	\$15,000 PE \$80,000 R/W \$53,600 CON	State Spot Safety, R/W plans received 7/8/15, Constr. By State Forces
SS-4907BN 44713.1.1 44713.2.1 44713.3.1	Installation of traffic signal at the intersection of NC54 and SR 1102 (Dodsons Cross Rd)/SR 1951 (Butler Rd) in <b>Carrboro</b>	7/1/2016	10/31/2016	Utility coordination underway - 15% Complete	\$5,000 PE \$45,000 R/W \$67,000 CON	State Spot Safety, Constr. By State Forces, Board approval Mar. 2016, Final signal plans have been received
U-5549/SS-4907AZ 50153.3.F1 44227 44247	Churton Street Access Improvements - Traffic signal and curb ramp revisions on east side of NC 86 (Churton Street) at SR 1150/SR 1002 (King Street), and NC 86 (Churton Street) at Margaret Street. Grading, curb & gutter, crosswalks and signal modifications on the west side of NC 86 /US 70 Bus.(Churton Street) from Tryon Street to just south of Margaret Street. Grading, curb & gutter, crosswalk and bus pull-out on NC 86 / US 70 Bus. (Churton Street) from south of Margaret Street to just south of Nash and Koolock Street in <b>Hillsborough.</b>	Sept. 2016	Spring 2017	FHWA Construction Authorization approved, No bids received on Mar 17 let and April 13 re-let. Town will look at letting in Fall 2016 with a possible floating availability date.	\$156,000 CON \$245,000 CON \$120,000 CON	Spot Safety-State (ADA curb ramp). Combine with Small Construction, Contingency, STP-DA. PCE approved Feb. 2015. <b>LAP - Town of Hillsborough, MA executed; Anticipated start date: Fall 2016</b>
U-5550 50154.3.FS1	Intersection improvements at Fordham Boulevard (US15/501) and Ephesus Church Rd. Improvements will include bike lanes and sidewalks.	1/27/2016	Mar. 2017	Preconstruction meeting held on 4/6/16, Start date in May	\$2,170,000	National Highway Performance Program, <b>LAP - Town of Chapel Hill, MA executed</b>
U-5846	Construct a Roundabout at SR 1772 (Greensboro Street) and SR 1780 (Estes Drive) in Carrboro.	Jan. 2018	Mar. 2019	Planning and design activities underway, R/W Jan. 2017	\$775,000	STIP, P3.0, PEF-SEPI, Surveys received 3/15
U-5847	Intersection improvements at SR 1010 (West Franklin St.) and SR 1771 (Merritt Mill Rd)/SR1927 (Brewer Lane) in Chapel Hill / Carrboro.	Jan. 2019	Mar. 2019	Planning and design activities underway, R/W Jan. 2018	\$775,000	STIP, P3.0, PEF-STANTEC, Surveys received, traffic forecast and analysis complete
U-5854	Construct a roundabout at SR 1008 (Mt. Carmel Church Road) and SR 1913 (Bennett Road) in Chapel Hill	Jul. 2017	Oct. 2018	Planning and design activities underway, R/W July 2016, Public meeting June 16	\$775,000	STIP, P3.0,PEF-SEPI



## North Carolina Department of Transportation

### Active Projects Under Construction - Orange Co.

<u>Contract Number</u>	<u>TIP Number</u>	<u>Location Description</u>	<u>Contractor Name</u>	<u>Resident Engineer</u>	<u>Contract Bid Amount</u>	<u>Availability Date</u>	<u>Work Start Date</u>	<u>Completion Date</u>	<u>Progress Schedule</u>	<u>Completion Percent</u>
C202923		REPLACEMENT OF 1 BRIDGE IN CASWELL COUNTY, 3 IN GUILFORD COUNTY, 2 IN ORANGE COUNTY, & 6 IN ROCKINGHAM COUNTY.	SMITH-ROWE, LLC	Ingram, PE, J. Paul	\$7,292,875.26	04/02/2012	05/01/2012	11/01/2015	100.00	99.34
C203274		REPLACEMENT OF 11 BRIDGES IN ALAMANCE CO AND 3 BRIDGES IN ORANGE CO.	HAYMES BROTHERS, INC.	Kirkman, PE, Christopher D	\$6,356,520.00	04/29/2013	05/23/2013	12/13/2016	81.00	77.15
C203313		REPLACEMENT OF 5 BRIDGES IN ALAMANCE COUNTY, 2 IN CASWELL COUNTY AND 2 IN ORANGE COUNTY.	APAC - ATLANTIC, INC. THOMPSON ARTHUR DIVISION	Ingram, PE, J. Paul	\$5,785,000.00	07/01/2013	07/01/2013	10/01/2016	90.00	92.76
C203640		REPLACEMENT OF 4 BRIDGES IN GUILFORD COUNTY AND 3 BRIDGES IN ORANGE COUNTY.	HAYMES BROTHERS, INC.	Lorenz, PE, Kris	\$3,124,500.00	06/01/2015	09/02/2015	11/01/2017	15.00	12.56
C203641		REPLACEMENT OF 5 BRIDGES IN GUILFORD COUNTY AND 5 BRIDGES IN ORANGE COUNTY.	R.E. BURNS & SONS CO., INC.	Kirkman, PE, Christopher D	\$5,940,323.00	06/01/2015	06/01/2015	11/01/2018	13.75	36.27
C203709		22 SECTIONS OF SECONDARY ROADS.	CAROLINA SUNROCK LLC	Kirkman, PE, Christopher D	\$1,815,023.60	04/15/2016	05/05/2016	11/20/2016	15.00	14.41
DG00255	W-5207I	SR 1005 (JONES FERRY ROAD) AND DAVIE STREET IN CARRBORO	S. T. WOOTEN CORPORATION	Kirkman, PE, Christopher D	\$585,577.28	09/08/2015	10/01/2015	07/08/2016	100.00	86.89
DG00266		2 SECONDARY ROADS IN ALAMANCE COUNTY AND 6 SECONDARY ROAD IN ORANGE COUNTY	RILEY PAVING INC	Kirkman, PE, Christopher D	\$449,493.42	04/15/2016	06/01/2016	06/30/2016		
DG00271		SR 1538 (NEW SHARON CHURCH ROAD) FROM SR 1548 (SCHLEY ROAD) TO NC 157 (GUESS ROAD)	CAROLINA SUNROCK LLC	Kirkman, PE, Christopher D	\$584,397.13	04/15/2016	04/25/2016	08/31/2016	11.00	82.04
DG00277		US 15-501, NC 86, SOUTH ROAD	CAROLINA SUNROCK LLC	Kirkman, PE, Christopher D	\$1,259,259.61	04/15/2016	05/18/2016	11/18/2016		
DG00298	P-4405I	PASCHALL DRIVE FROM GORDON THOMAS DRIVE TO SR 1841 AND GREENBRIAR TRIAL TO SR 1846, REMOVE R/R CROSSINGS	TRIANGLE GRADING & PAVING INC	Kirkman, PE, Christopher D	\$1,493,600.00	06/06/2016		06/06/2017		
DG00298	P-4405J	PASCHALL DRIVE FROM GORDON THOMAS DRIVE TO SR 1841 AND GREENBRIAR TRIAL TO SR 1846, REMOVE R/R CROSSINGS	TRIANGLE GRADING & PAVING INC	Kirkman, PE, Christopher D	\$1,493,600.00	06/06/2016		06/06/2017		

**Attachment 2**  
**Orange County & NCDOT Highway Luncheon**  
**Division 7 and District 1**

July 12, 12:00 p.m.

John M. Link, Jr. Government Services Center  
Lower Level Meeting Room, 200 South Cameron Street, Hillsborough

**AGENDA**

I. **INTRODUCTIONS**

Present: Mark Dorosin, Orange County Commissioner Vice-Chair; Chuck Edwards, NCDOT District 7 and 1 Engineer; Pat Wilson, NCDOT Division 7 Operations Engineer; John Howell, NCDOT Highway Maintenance Engineer; Bonnie Hammersley, Orange County Manager; Travis Myren, Orange County Assistant Manager; Craig Benedict, Orange County Planning Director; Tom Altieri, Orange County Comprehensive Planning Supervisor; Abigaile Pittman, Orange County Land Use/Transportation Planner; Max Bushell, Orange County Transportation Planner; Steve Brantley, Orange County Economic Development Director; Rich Shaw, Orange County Land Conservation Manager; Marabeth Carr, Orange County Landscape Architect; Margaret Hauth, Town of Hillsborough Planning Director.

Commissioner Vice-Chair Mark Dorosin welcomed all and introductions were made.

II. **DISCUSSIONS**

a) Requests to pave Arthur Minnis Road. (Max Bushell, Chuck Edwards)

Max Bushell provided a brief history on this agenda item. Some citizens are concerned about safety along Arthur Minnis Road, especially considering that there is an unpaved, graveled section of the road. These citizens would like to see the graveled section paved, an option supported by NCDOT and the Orange Grove Road Fire Station.

Chuck Edwards stated that the paving of this portion of Arthur Minnis Road has been on their list for a long time and is currently on the ‘hold’ list. NCDOT also wants the road paved; however, there are four property owners that have not agreed to dedicate the right-of-way needed for the paving project. He explained that allocations for unpaved roads are now based on statewide priorities and the program doesn’t allow condemnation of right-of-way. He added that several years ago the southern portion of the road was paved with the development of Tuscany Ridge Subdivision, utilizing encroachment agreements. Craig Benedict noted that when fully paved, Arthur Minnis could become a major east-west road because of its connectivity with New Hope Church Road and Interstate 40.

Chuck Edwards stated that he thinks a threshold for a voluntary condemnation process (according to the statutes) has been reached now. The policies state that if the property owners cover the administrative costs and costs to move utilities of approximately \$2,500 per lot by posting a bond (and there are four lots involved), then NCDOT could proceed with condemnation of the needed right-of-

## Orange County & NCDOT Highway Luncheon

### Division 7 and District 1

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way. With the needed right-of-way acquired, the road could then be paved under the unpaved roads program. Commissioner Dorosin and Bonnie Hammersley inquired as to whether Orange County could put up the required bond funds, and Chuck Edwards replied that as the County had a public safety concern, they could. He added that first NCDOT would reach out again to the four property owners to see if they may have changed their minds on this issue.

- b) Funding of approved projects in Hillsborough, i.e., Orange Grove Road Phase 1 and 2, and the Train Station. (Margaret Hauth)

Margaret Hauth stated that the Orange Grove Road project is a funded project, and NCDOT has tied together the planned improvements on South Churton Street with this project. The train station is also a funded project, although no plans or schedules are available yet. The Town of Hillsborough will plan on meeting with the NCDOT train station architect next week. Additionally, the proposed inter-city rail cap was removed from the state budget and therefore has not impacted the funding for this project. The I-85/Old NC 86 interchange improvement project has been submitted as a stand-alone project in the new TIP and it appears as if it will be funded. The final draft of the TIP is expected in December 2016-January 2017.

Craig Benedict inquired about the realignment of the rail line as part of the Orange Grove Road project. Margaret Hauth stated that the acquisition of the property to realign the rail line was funded (i.e. purchase of the mobile home park) but the actual relocation was not funded. Bonnie Hammersley asked Margaret Hauth to please keep her in the loop on this project.

- c) Safety Issue: Accident prone intersections of 1) Buckhorn Road and Bradshaw Quarry Road; and 2) Buckhorn Road and West Ten Road. (Tom Altieri, NCDOT)

Tom Altieri explained that Commissioner Jacobs requested this item and the next on the agenda. There had been a meeting at a local Fire Department where public comments were received regarding the need to improve safety at these intersections. Residents were particularly concerned about the number of crashes at these intersections. Chuck Edwards stated that NCDOT can take a look at these intersections to see what can be done. Craig Benedict stated that the traffic from the flea market on the weekends is problematic for traffic along Buckhorn Road and West Ten Road and that there has been an attempt at access management because traffic backs up into the interstate interchange. Steve Brantley stated that he thought a four-way stop at this intersection would help. Tom Altieri mentioned as an example that on Mt. Willing Road, NCDOT installed rumble strips, roadway painting "stop ahead," and a cement divider which have reduced accidents. Commissioner Dorosin asked Chuck Edwards if NCDOT could study the intersection when the flea market is open on the weekends.

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- d) Safety Issue: Too-brief signalization limiting traffic headed north/south on Nash Street at its intersection with West King Street in west Hillsborough. (Tom Altieri, NCDOT)

Tom Altieri explained that there are traffic issues that have been created by people cutting through the neighborhoods possibly to avoid a long traffic signal at West King Street and Nash Street. Traffic on Churton is an overarching issue that affects motorists' routes. Chuck Edwards stated that NCDOT would take a look at the signal timing for the traffic light at this intersection.

- e) Request for abandonment of State maintenance on SR 1734/Pickett Road, adjacent to the Hollow Rock Park. (Chuck Edwards, NCDOT)

Chuck Edwards reviewed the history of the previous unsuccessful request to close all or a portion of Pickett Road adjacent to Hollow Rock Park. Some of the previous objections by citizens have now been addressed with the completed improvements at Randolph and Erwin, including signage and a signal at Randolph. Therefore, the proposal to close Pickett Road has been brought up again by the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO). Pat Wilson noted that Durham County Commissioner Reckhow initiated it.

Chuck Edwards explained that NCDOT would first abandon maintenance and the road would become a private road. Road closure would then be up to the counties (Orange and Durham). Property owners would have to sign a document stating their support. The road also falls within two NCDOT Districts. Road closure would open the door to the physical closure of the road. Marabeth Carr stated that only Phase 1 of the park has been completed to date, and that the completion of the park would benefit from the closure.

Craig Benedict stated that this would be a double public hearing process. Marabeth Carr added that previously most of the concerned citizens were from Durham County. Craig Benedict added that the DCHC MPO plan would also have to be revised, in a coordinated process with the public outreach and hearings. Commissioner Dorosin asked Craig Benedict to provide a summary of the process and the major points for the BOCC (see [Attachment 3.1](#)).

- f) 2016-2017 Final State Budget allocations for the unpaved secondary road program (Chuck Edwards, NCDOT)

Chuck Edwards explained that the budget allocations for the unpaved secondary road program allocation for this fiscal year have been split in half. \$6 million has been allocated statewide, and \$6 million has been split evenly to each division. With this money, about a mile can be paved in each Division. The entire \$12 million can be used to pave about 20 miles of road statewide. The allocation has been substantially reduced in the past few years for unpaved roads. In previous

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years about 20 miles were paved annually just in Orange County. Bonnie Hammersley asked if the County could use the money to move Arthur Minnis up and out of the NCDOT hold list and into being programmed for paving. Chuck Edwards replied that the funds could be applied to the Arthur Minnis project if the right-of-way issues were also addressed.

### III. PENDING PROJECTS

#### a) TIP project updates. (Chuck Edwards, NCDOT)

Chuck Edwards provided updates on the North Carolina Department of Transportation (NCDOT) Transportation Improvement Plan (TIP) Division 7 projects located within Orange County:

#### STIP Projects

- Smith Level Road – Complete
- U-5854- Roundabout at Mt. Carmel /Bennett Road- Public Meeting Held June 2016- Construction Scheduled Mid 2017

#### Private Rail Crossing Closures

- Gordon Thomas Drive, Greenbrier Drive, Byrdsville Road- Construction underway, Completion December 2016  
Note: Abigaile Pittman stated that she had heard from the NCDOT project manager that the Byrdsville Road project would run about six months behind the others due to its complexity.

#### Small Construction /Spot Safety

- Intersection Improvements Cole Mill Road at Pleasant Green Road- Construction has begun. Utility relocations underway. Completion August 2016 subject to clearance of utility conflicts
- New Traffic Signal NC 54 at Dodson's Crossroad/Butler Road- Under construction. Completion August 2016

#### Bridge Replacements

- Completed Projects
  - Sneed Road
  - Mt. Willing Road
  - Pearson Road
  - St. Mary's Road
- Under Construction
  - Borland Road- Completion late August 2016
  - New Hope Church Road- Completion by mid-September 2016
  - Mebane-Oaks Road- Completion by mid-August 2016
  - Compton Road- Completion by late July 2016
  - Hawkins Road- Completion by Late August 2016
- Future Projects
  - Bradshaw Quarry Road- Schedule TBD
  - Arthur Minnis Road- Schedule TBD

# Orange County & NCDOT Highway Luncheon

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### Resurfacing

- Three resurfacing contracts underway. Completion by November 2016
- Significant routes
  - US 15-501S.
  - Erwin Road
  - Old NC 86
  - Arthur Minnis Road
  - New Hope Church Road

## IV. UPDATES

### a) NCDOT Prioritization 4.0. (Max Bushell)

Max Bushell gave a presentation on the status of project prioritization for the SPOT P4.0 Transportation Project Prioritization Process (STIP 2018 – 2027). See Attachment 3.2, a project flowchart. He answered questions regarding the schedule, and explained that the Regional Impact scores are delayed, and that the MPOs and NCDOT Divisions are working together on point assignment.

### b) Access management work in the Buckhorn/Mebane EDD area. (Abigaile Pittman)

Abigaile Pittman stated that Orange County is finishing up with the examination of access management issues in the Mebane/Buckhorn Economic Development District that runs along the north side of I-40 between Buckhorn Road and I-85/US 70 Connector and along the south side of I-40 between Ben Wilson Road and Mt. Willing Road.

To this end, the County has solicited a transportation consultant to revise the conceptual road layouts of the Buckhorn/Mebane EDD Access Management Plan. The consultant's report is being finalized at this time.

Revisions to the DCHC MPO and BG MPO Comprehensive Transportation Plans (CTPs) are being made to clarify that the revised access management plan alignments will function as collector street plan alignments. A Collector Street Plan provides alignments that serve as a subset of the CTP roadway alignments, since CTP mapping methods do not include collector streets. This will allow the County to request reservation, dedication, and/or construction of roads as the EDD develops in the future in situations where land is being subdivided by right, no matter the functional classification of the roadway.

Steve Brantley stated that businesses can potentially qualify for NCDOT economic development assistance. Chuck Edwards added that economic development funds don't cover the costs of right-of-way or utility relocation, but that they can be combined with other funds. It was noted that NCDOT provided approximately \$800,000 for the access road to the Morinaga candy facility.

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Craig Benedict noted that the City of Mebane is doing a transportation plan and is coordinating with the County regarding planning for the proposed Mattress Factory Road interchange.

- c) Efland stakeholder meeting held on May 31, 2016 to discuss access issues in Efland. (Craig Benedict)

Craig Benedict stated that the meeting held in May was attended by Orange County staff, NCDOT staff, and NCRR staff. Agenda topics included:

Main meeting take-aways, including possible short- and long-term solutions are:

- Economic Development Area has some potential for large scale industrial projects.
- Benefits -- Rail access; Highway access; New water/sewer access; and new signalization project underway
- Transportation Challenges
  - Truck turning movements from Mt. Willing Road onto Forest Avenue and onto Efland-Cedar Grove Road
  - RR corridor expected to be double-tracked through this part of the County
  - Southern Drive and Forrest Avenue encroach in NCRR right-of-way and are state-maintained roads.
  - Possible long-term curve straightening in this area.
- Orange County has an Access Management Plan – working on linkage to MPO Comprehensive Transportation Plans (CTPs), which will help with right-of-way dedication.
- Possible short-term solutions
  - Signal and turn-lane improvements at the Mt. Willing Road rail crossing.
  - Connect to land to the west of Mt. Willing Road through a Turner Street extension.
  - NCRR willing to work with County. Ability to add new roads in NCRR corridor to south of existing track but may not be best long-term solution.
  - Improvements to Southern in NCRR right-of-way required. Section for a two-lane road with shoulder and ditch would be a 50-60 ft. wide footprint south of the existing paved road. Additional right-of-way may be needed from adjoining property owners.
  - Trip generation would be an important issue related to short-term use of Southern Drive.
- Possible long-term solutions recommended to be evaluated in a Feasibility Study/Small Area Plan.
  - Better utilization of I-85/US 70 Connector. Improve turning movements.

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- Topography seems to favor a grade separated underpass (23 ft. in depth, top-of-rail to top of roadway pavement) as an option rather than going over NCR Corridor at Efland-Cedar Grove Road, and close existing crossing at Mt. Willing Road (10+ yrs. in the future). Would need to be evaluated through feasibility study.
- Road extending from Efland-Cedar Grove Road to new intersection with Mt. Willing near the interchange.
- Connections to Turner, Efland-Cedar Grove Road, and to the Connector.

d) Resurfacing of Dogwood Acres. (Chuck Edwards, NCDOT)

Chuck Edwards stated that in response to transportation issues raised at an April 13 meeting with Commissioners McKee and Rich, County staff, and neighborhood residents, the following actions have been undertaken by NCDOT:

- NCDOT maintenance staff has completed selective roadside vegetation management and ditch and pipe maintenance to improve line of sight and roadside drainage while minimizing impacts to adjacent property frontages
- NCDOT maintenance staff has also performed maintenance/replacement of roadway signs.
- As we discussed during the meeting, NCDOT has programmed the repaving of Dogwood Acres Drive and all other State maintained streets in the Dogwood Acres neighborhood. New pavement markings will be installed on Dogwood Acres Drive as well. The contractor's specific schedule for paving these streets is not confirmed at this time; however, all work is scheduled for completion by November 2016.
- As requested, on May 4-5 and May 10-11, NCDOT collected 24-hour traffic volume and speed data on Dogwood Acres Drive in the vicinity of the various intersections. Based on the data collected, the average speed on Dogwood Acres Drive ranged from 24 mph to 27 mph with 85 % of all traffic at or below speeds of 30mph to 33 mph depending on instrument location. This indicates substantial compliance with the posted 25 mph speed limit during the study period. The 24 -hour, two-way traffic volumes ranged from 245 vehicles to 378 vehicles. For context, a typical detached single family home is expected to generate approximately 10 vehicle trips in a 24 hour period. An exhibit providing additional detail is attached.
- As requested, NCDOT staff evaluated the various intersections along Dogwood Acres Drive for installation of All-Way Stop configurations which require traffic on all approaches to stop. It has been determined that installation of All- Way Stops at the intersections listed below would be beneficial to improve safety in consideration of limited intersection sight

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distance which cannot be easily mitigated due to roadway alignment. These installations are also expected to provide traffic calming in the immediate locations. Installation will be coordinated to occur immediately after the roadway repaving to allow for placement of new signs and pavement markings.

- Northside Drive
- North Circle Drive (west)
- North Circle Drive (east)

Chuck Edwards stated that NCDOT will be happy to continue to collaborate with the neighborhood on any traffic calming measures that they wish to pursue as provided for in NCGS 136-102.8.

- e) Progress of replacing Bridge 189 on Buckhorn Road over Cane Creek. (Chuck Edwards, NCDOT)

Max Bushell stated that this project is a Low Impact Bridge Replacement project and is undergoing the NEPA and final design process. It is not yet under construction. Residents in the area have expressed concern about the widening of the bridge impacting the rural character of the area. Max stated that he spoke with Ed Lewis, NCDOT, regarding the project and was told that the bridge would be re-built to current standards and would be slightly wider to accommodate the needs of EMS vehicles and to be designed in accordance with current standards. Residents in the area have expressed concerns about impacts to driveways. Tim Powers, NCDOT Bridge Program Manager, has corresponded with Max and with concerned residents.

Commissioner Dorosin requested a map of all these bridge replacement projects.

Chuck Edwards said that over the past few years NCDOT has had an aggressive bridge replacement program on secondary roads. There are a number of these projects going on at any given time, and each one has a construction period of 4 months. They are fairly low impact.

- f) Downtown Hillsborough improvements (bus pull-off and sidewalk/crosswalk changes). (Margaret Hauth)

Margaret Hauth stated that Hillsborough will re-advertise this project again in the fall and bundle it with some CMAQ projects. She anticipates the project will start after January 2017, as weather allows.

- g) Bicycle Safety Task Force. (Abigaile Pittman)

Abigaile Pittman stated that in June the BOCC approved a revised Resolution creating the Bicycle Safety Task Force with a charge focused on safety research and education, and appointed 18 task force members representing an array of

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stakeholders, including Chuck Edwards from NCDOT and herself from the Planning staff. Commissioner Renee Price is the BOCC liaison to the group. Heidi Perry is the chairperson, appointed by the BOCC.

The first meeting of the task force was held on July 11th. The meeting agenda included educating the members regarding the existing rules of the road, recent ratified amendments in HB 959, and the origins of the development of the task force. A structure of topics, tasks and goals for the next four meetings was set, utilizing subcommittees, and it was agreed that the task force would meet once a month. The first subcommittee will be examining what problems we are trying to solve with the task force's campaign, what are the specific goals should be to effect change in behavior, and what the task force's message should be, and which audiences are trying to be reached.

Other subcommittees will look at the best way to disseminate information to target audiences, develop an action plan to achieve goals, and create a set of recommendations for the BOCC with an estimated funding request.

This initial work is estimated to take approximately 6 months and the task force is authorized to operate for up to a year.

Commissioner Dorosin inquired about the tone of the meeting. Abigaile Pittman stated that she felt it was a good blend of stakeholders and that they communicated well.

Attachment 2.1

## Governmental Processes for Closing Pickett Road (SR 1734) In Orange County

### 1. Orange County requests NCDOT to abandon maintenance of SR 1734

- 1.1. Removing Pickett Road (SR 1734) from the State Maintained Road system is found to be in the best interest of the people of Orange County by the Orange County Board of Commissioners (BOCC)
- 1.2. A resolution requesting that the NCDOT execute abandonment of SR 1734 is added to the agenda of a regular BOCC meeting and voted on by the Board. If the resolution is passed by the BOCC, the next steps are taken
- 1.3. A petition to remove Pickett Road from NCDOT maintenance is signed by all property owners adjacent to the right-of-way being abandoned and any residents in the immediate vicinity who would be affected. Investigation of noncontroversial petitions to abandon public right-of-way can generally be completed in a few weeks. Situations involving roads classified as thoroughfares, the process could take a few months.
- 1.4. The Clerk to the Board of Commissioners forwards a copy of the BOCC resolution, along with the petition to the NCDOT District Engineer to complete a Secondary Road Abandonment Report.
- 1.5. The NC Board of Transportation (NCBOT) considers the request, and if it finds the abandonment of SR 1734 to be in the public interest, acts on the petition and abandons SR 1734 from the State Maintained System.

Any request refused by the NCBOT may be presented again in 12 months.

### 2. Orange County declares its intent to close the public right-of-way

- 2.1. A resolution declaring the BOCC's intent to close the public right-of-way for SR 1734 is added to the agenda of a BOCC public hearing
- 2.2. Staff forwards a copy of the resolution, with a cover letter, to the Durham County Manager in time for the public hearing date, likely the day after the Board acts to declare its intent to close the public right-of-way
- 2.3. Staff forwards memorandum to Orange County Emergency Services, Orange County Animal Control, Chapel Hill-Carrboro Board of Education and Orange County Sheriffs Department apprising those agencies of the public hearing to close the right-of-way, and informing those departments to direct any concerns regarding how the road closing may affect service provision to the Board of Commissioners at the public hearing

If the NCBOT has not acted on the petition by that time, the Board of County Commissioners may wish to wait for this step until a later meeting and public hearing opportunity.

- 2.4. Staff posts a notice of the road closing and public hearing in at least two prominent places along the road. This will be done about three (3) weeks prior to the public hearing.
- 2.5. Staff publishes the Resolution in the Chapel Hill Herald, the News of Orange and the Durham Herald-Sun once a week for three (3) successive weeks before the public hearing
- 2.6. Staff sends a copy of the resolution by registered or certified mail to each owner as shown on the county tax records of property adjoining the public road to be closed and any residents in the immediate vicinity who would be affected
- 2.7. At the public hearing, the BOCC hear all interested persons who attend with respect to whether the closing would be detrimental to the public interest or that no individual owning property in the vicinity of the road would be deprived of reasonable means of ingress and egress to his/her property
- 2.8. The Board may take action if the NCBOT has removed SR 1734 from the State Maintained System. However, the Board usually does not take action at the time of the public hearing, but at a subsequent meeting. If the NCBOT has not taken action on this item the Board of County Commissioners may act at a subsequent meeting after the road has been removed from the State Maintained System

**3. Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) Transportation Advisory Committee Amends the 2040 Metropolitan Transportation Plan (MTP)**

- 3.1. In the 2040 MTP, the DCHC MPO identified Pickett Road, (SR 1734 in Orange County, SR 1303 in Durham County) as a thoroughfare. If the BOCC and NCBOT move to close the road, the DCHC MPO would need to amend the LRTP to demonstrate conformity with air quality requirements.

**North Carolina General Statutes (NCGS) Related to Road Closings:**

NCGS § 153A-241 states that “A county may permanently close any public road or any easement within the county and not within a city, except public roads or easements for public roads under the control and supervision of the Department of Transportation. The board of commissioners shall first adopt a resolution declaring its intent to close the public road or easement and calling a public hearing on the question.”

NCGS § 136-63 (a) provides that “The board of county commissioners of any county may, on its own motion or on petition of a group of citizens, request the Board of Transportation to change or abandon any road in the secondary system when the best interest of the people of the county will be served thereby. The Board of Transportation shall thereupon make inquiry into the proposed change or abandonment, and if in its opinion the public interest demands it, shall make such change or abandonment.” Part (b) states “In keeping with its overall zoning scheme and long-range plans regarding the extraterritorial jurisdiction area, a municipality may keep open and assume responsibility for maintenance of a road within one mile of its corporate limits once it is abandoned from the State highway system.

# SPOT P4.0 Transportation Project Prioritization Process (STIP 2018 – 2027) – DCHC MPO

## Initial Project List

## Statewide

100% Data Driven

## Regional Impact

70% Data Driven, 15% MPO/RPO Input, 15% Division Input

## Division Needs\*

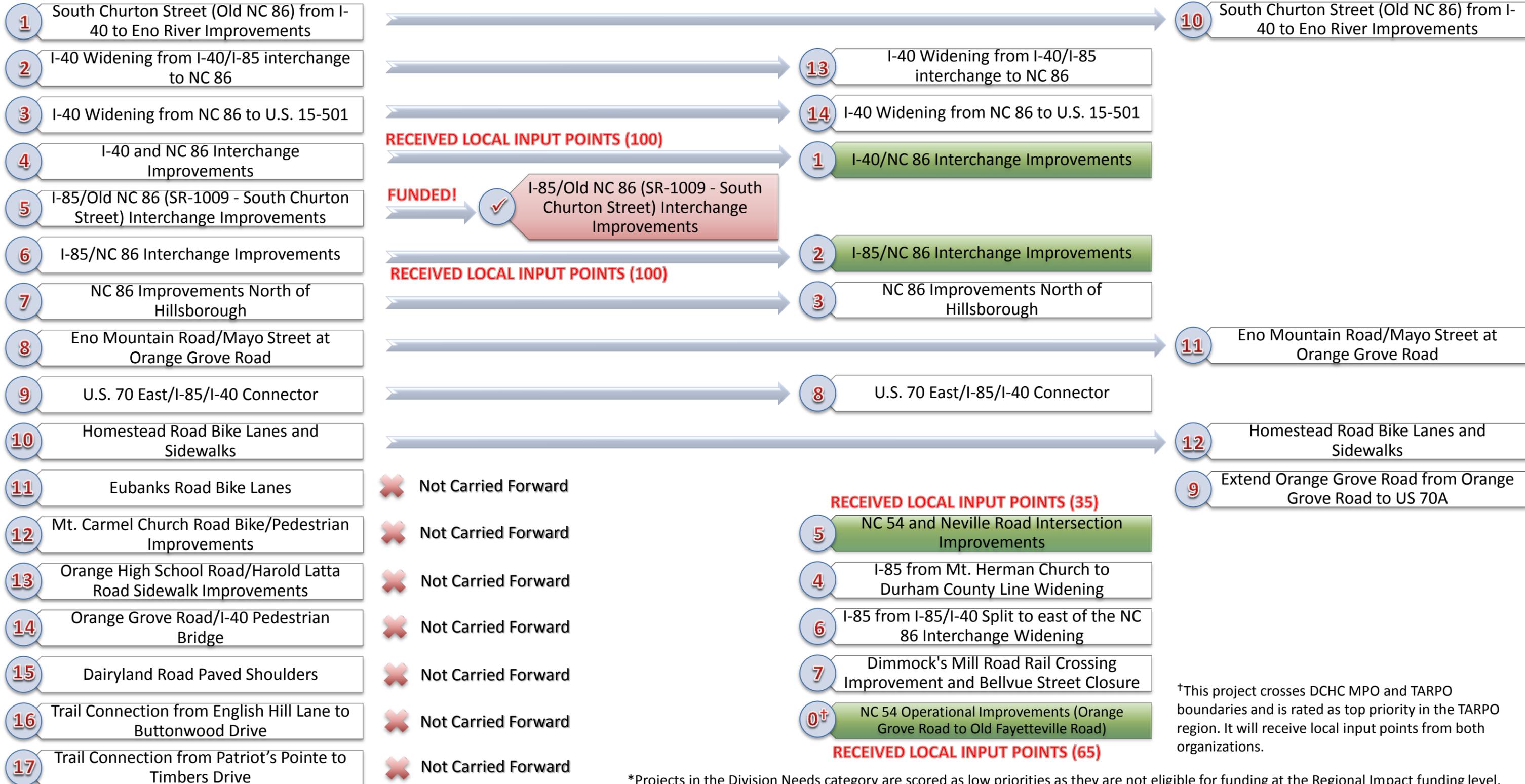
50% Data Driven, 25% MPO/RPO Input, 25% Division Input

June 2015

April/May 2016

August/September 2016

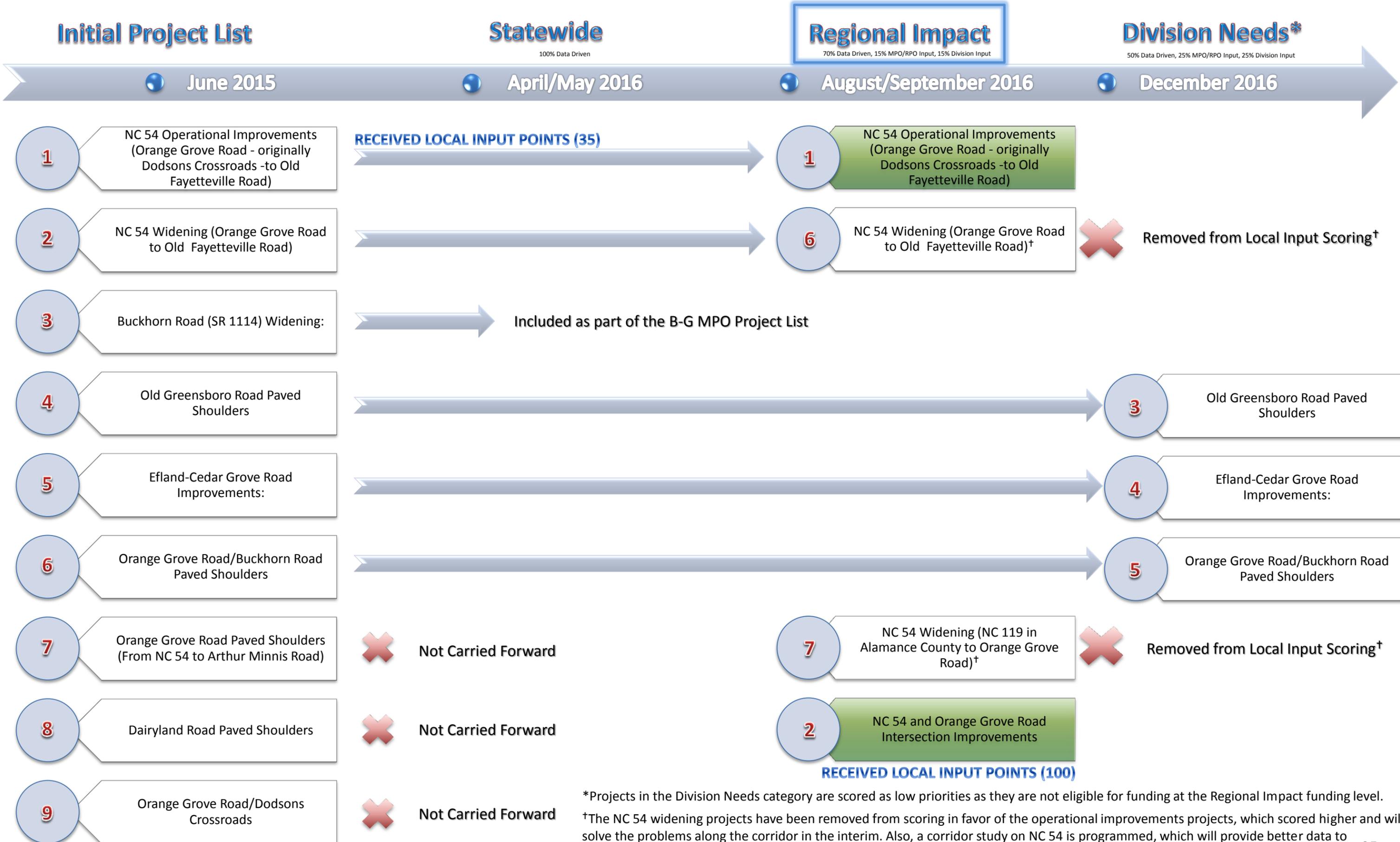
December 2016



\*This project crosses DCHC MPO and TARPO boundaries and is rated as top priority in the TARPO region. It will receive local input points from both organizations.

\*Projects in the Division Needs category are scored as low priorities as they are not eligible for funding at the Regional Impact funding level. Once the Regional Impact scores are returned from NCDOT in August/September, the projects will be reprioritized.

# SPOT P4.0 Transportation Project Prioritization Process (STIP 2018 – 2027) – TARPO



\*Projects in the Division Needs category are scored as low priorities as they are not eligible for funding at the Regional Impact funding level.  
 †The NC 54 widening projects have been removed from scoring in favor of the operational improvements projects, which scored higher and will solve the problems along the corridor in the interim. Also, a corridor study on NC 54 is programmed, which will provide better data to determine the best approach to solving (future) congestion issues on the roadway.

# SPOT P4.0 Transportation Project Prioritization Process (STIP 2018 – 2027) – B-G MPO

Initial Project List

Statewide

Regional Impact

Division Needs

100% Data Driven

70% Data Driven, 15% MPO/RPO Input, 15% Division Input

50% Data Driven, 25% MPO/RPO Input, 25% Division Input

June 2015

April/May 2016

August/September 2016

December 2016

1

Mattress  
Factory Road  
Interchange

3

Mattress  
Factory Road  
Interchange

2

Mattress  
Factory Road  
Extension to  
U.S. 70

2

Mattress  
Factory Road  
Extension to  
U.S. 70

3

Buckhorn Road  
(SR 1114)  
Widening\*

1

Buckhorn Road  
(SR 1114)  
Widening

\*Initially not carried forward, but added back to proposed TIP projects as a result of additional revenue from House Bill 97. The B-G MPO Transportation Advisory Committee amended the Metropolitan Transportation Improvement Program to include this project (and others outside of Orange County) on January 19, 2016.