

MECKLENBURG - UNION TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
November 1, 2012

Voting Members: *TCC Vice Chair* – Danny Pleasant (CDOT), George Berger (Charlotte Engineering & Property Management), Ken Tippet (CDOT Bicycle Coordinator), Jason Rayfield (LUESA-Air Quality), David McDonald (CATS), Louis Mitchell (NCDOT-Div. 10), Anil Panicker (NCDOT-TPB), Will Washam – alt for Andrew Grant (Cornelius), Justin Carroll – alt for Bill Coxe (Huntersville), Scott Kaufhold (Indian Trail), Ralph Messera (Matthews), Lisa Stiwinter (Monroe), Shannon Martel (Stallings), Jordan Cook (Weddington), Joshua Langen (Wesley Chapel), Amy Helms (Union County)

Staff: Robert Cook (MUMPO), Stuart Basham (MUMPO), Nick Landa (MUMPO), Norm Steinman (CDOT), Eldewins Haynes (CDOT), Tracy Newsom (CDOT), John Rose (CATS), Gwen Cook (Mecklenburg County Park & Recreation), Loretta Barren (FHWA), Zachary Gordon (Huntersville), Adam McLamb (Indian Trail), Keith Sorensen (Indian Trail), Jim Loyd (Monroe), Bill Thunberg (LNTC), phone: Jamal Alavi (NCDOT)

Guests: Todd Steiss (PB), Steve Blakley (Kimley-Horn), Radha Swayampakala (RS&H), Beverly Davis (RS&H)

Danny Pleasant opened the meeting at 10:00 AM.

1. Adoption of the Agenda

Mr. Pleasant asked if any modifications to the agenda are necessary. Hearing none, the agenda was adopted by acclamation.

2. Consideration of October Meeting Minutes

Mr. Pleasant asked if any changes to the minutes are necessary. Hearing none, he asked for a motion to approve the minutes. Ralph Messera made a motion to approve the October TCC minutes. David McDonald seconded the motion. Upon being put to a vote, the motion passed unanimously.

3. Transportation Improvement Program (TIP) Amendments

Presenter: Robert Cook

Summary/Requested Action:

Mr. Cook stated that the TCC is being asked to consider recommending that the MPO approve several minor amendments to the current TIP, which can be found [here](#). He stated that the agencies in which the projects are located are all aware of the amendments, and are okay with them.

Motion:

Mr. McDonald made a motion to recommend that the MPO approve the TIP amendments as presented. Anil Panicker seconded the motion. The motion passed unanimously.

4. Draft 2014-2020 Transportation Improvement Program

Presenter: Robert Cook

Summary/FYI:

Mr. Cook provided the TCC with an overview of what has occurred thus far with regard to the development of the 2014-2020 TIP. He noted that a questionnaire was recently distributed to TCC members whose jurisdictions currently have locally administered projects programmed for funding in the TIP. He stated that the questionnaire is due on Friday, November 16, and that a staff meeting will be held near the end of November to discuss the results. Mr. Landa stated that at a recent meeting of the North Carolina Association of MPOs, a presentation was made informing MPOs that they would be responsible for a financial plan showing fiscal constraint for the TIP. Previously, the NCDOT developed the financial plan for MPOs in North Carolina, but now each MPO will be held responsible. Mr. Pleasant indicated that the MPO already does this for the long range transportation plan (LRTP), so in theory the financial plan for the TIP would be a continuation of that financial analysis with more detail. Mr. Cook indicated that this would also be a topic of discussion at a future staff meeting.

5. TIP Amendment Guidelines

Presenter: Robert Cook

Summary/FYI:

Mr. Cook stated that this item became a topic of conversation during a Memorandum of Understanding (MOU) subcommittee meeting, in the context of a consent agenda for future TCC and MPO meetings. He noted that NCDOT recently adopted TIP amendment guidelines in which minor TIP actions are now required to get MPO approval. Mr. Cook stated that the NCDOT guidelines were used as a starting point for developing specific guidelines for MUMPO, but that they were modified in order to meet the needs of the MPO. The purpose of adopting the TIP amendment guidelines, or something similar, would be to eliminate the need for the TCC and MPO to spend extra meeting time approving very minor amendments. Mr. Cook indicated that this item would be discussed further in the next couple of months.

6. MPO Planning Area Boundary Expansion

a. Memorandum of Understanding (MOU)

Presenter: Robert Cook

Summary/FYI:

Mr. Pleasant reminded the TCC that due to the MPO's planning area boundary expansion its MOU will need to be updated by March 2013. Mr. Cook indicated that a staff meeting was held on October 31 in which MOU issues were discussed, and those present at the meeting provided guidance on several issues. The issues discussed, and recommendations suggested, are as follows:

- Eliminate the population minimum of 5,000 for voting member eligibility;
- Continue to require a land use plan for voting member eligibility;
- Use a hybrid weighted voting system in which each MPO member has one vote unless the weighted vote is invoked;
- Any MPO member could request a weighted vote on any agenda item;
- There was discussion about how much notice, if any, should be required to invoke a weighted vote, but no consensus was reached;
- There was general consensus to continue using the same philosophy that is used now with regard to the distribution of the weighted votes, in that the City of Charlotte, due to its percentage of the total MPO population, should continue to get a large share of the weighted vote but not be able to carry the vote on its own.

Amy Helms asked if a jurisdiction that currently does not have a land use plan could be added as a voting MPO member if it adopts a land use plan at a later date, to which Mr. Pleasant responded that the MOU can be updated at any time. Norm Steinman clarified that the land use provision does not apply to counties. Joshua Langen asked if everyone would have to be notified about a weighted vote, to which Mr. Cook responded in the affirmative. Mr. Cook then continued as follows:

- The MPO's expanded boundary will include two NCDOT Divisions, as opposed to the one that it currently has. There was consensus that both NC Board of Transportation members, each representing a Division, should be a voting member of the MPO;
- An individual jurisdiction's decision to call for a directed vote should not impact the amount of votes the member has on the MPO board (i.e. a split vote of that board member's town council would not translate to splitting that member's MPO vote);
- With regard to adding other new members, outside of the towns and cities, the new transportation legislation (MAP-21) requires that a member of a regional Transit operator be represented as a voting MPO member – who that will be will have to be determined, and there was consensus that a Planning Commission representative from both Lincoln and Iredell counties should be included on the MPO as non-voting members. In addition, a representative from each of the surrounding MPOs and RPOs should be invited to participate at MUMPO meetings (in what capacity was not specifically addressed, just that they are invited to participate);
- Census data calculations should not be done annually, but could perhaps be done every 5 years using the State Demographer's Office as a resource;
- The attendance requirements for MPO members should remain as currently outlined in the MOU;
- The quorum requirements should remain as they are, with the exception that a quorum require "51% of the weighted vote" (currently it states "51% of the vote").

Mr. Pleasant reiterated to the TCC that the MOU is intended to include broad policy language and that the bylaws can be crafted to contain more of the operational aspects of the MPO's day to day functions.

b. Regional Agreements

Presenter: Robert Cook

Summary/FYI:

Mr. Cook informed the TCC that regional agreements will need to be signed in order to pass planning duties to adjacent MPOs for areas in Cabarrus, Gaston, Lancaster, and York counties. He noted that there are currently efforts underway involving the Federal Highway Administration (FHWA) to establish a consistent approach across the state for accomplishing regional agreements.

On a side note, Mr. Pleasant noted that a survey is currently open requesting potential names for the reconstituted MPO.

7. Congestion Management Process (CMP)

Presenter: Scott Kaufhold, Town of Indian Trail and Radha Swayampakala, RS&H

Summary/FYI:

Mr. Kaufhold introduced the topic to the TCC by stating that the CMP will help determine different options for mitigating congestion other than simply widening roadways. He also highlighted the schedule for completion of the CMP, noting that final approval from the MPO is anticipated in February 2013. Prior to introducing the consultant for RS&H, Radha Swayampakala, Mr. Kaufhold requested that TCC members

submit any existing policy statements from each of their jurisdictions, in writing, about acceptable levels of congestion, as it will assist with the process.

Mr. Swayampakala provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He began by describing what the CMP is by specifically highlighting that it contains strategies and recommendations for improving congestion, which need to be realistic, but that the CMP does not recommend specific projects. He emphasized that any roadway capacity adding project (i.e. widening project) is required to go through the CMP filter in order to evaluate all possible non-widening strategies first. He also indicated that the CMP applies only to projects proposed for inclusion in the LRTP. Mr. Swayampakala then outlined the key steps of the CMP, identified the study area, and explained the Travel Time Index (TTI) tool that is commonly used to indicate congestion levels of major roadways in urbanized areas. Mr. Pleasant commented that TTI is not scalable because it does not consider the distance of a trip. Mr. Swayampakala concluded by outlining the goals, objectives and performance measures that the CMP task force is recommending as follows:

- Goal 1 – Manage congestion;
- Goal 2 – Provide a safe and efficient transportation system; and
- Goal 3 – Improve the quality of the transportation system for the MUMPO area.

Mr. Langen suggested adding a transit component to Goal 3. Ken Tippetts asked how the results of the CMP evaluation will impact other modes, to which Mr. Steinman responded that the intent of the CMP is to look at all modes for each roadway corridor. Mr. Cook added that recommendations that result from the CMP evaluation would not trump good roadway design, such as Complete Streets. Ralph Messera asked how long the CMP filter process will take, to which Mr. Swayampakala indicated that the strategies outlined in the CMP must be applied to projects that are in the TIP for the immediate future.

8. Bicycle & Pedestrian Ranking Methodology

Presenter: Adam McLamb, Town of Indian Trail

Summary/FYI:

Mr. McLamb informed the TCC that the bicycle and pedestrian subcommittee that was formed to review and rank bicycle and pedestrian projects has proposed revisions to the bicycle and pedestrian ranking criteria adopted by MUMPO. He noted that the subcommittee generally thought the criteria worked well, but is suggesting changes to improve the point structure and make the criteria easier to interpret. He also indicated that an application was developed to go along with the ranking criteria so that all submittals are consistent. Mr. McLamb concluded by stating that a staff meeting will be scheduled in order to take a final look at the proposed changes, and then the TCC and MPO will be asked to endorse the changes in January. Mr. Messera asked if high volume bus stops should receive more points than low volume stops. Mr. Berger suggested evaluating all bus stops for usage and basing the points on the usage numbers. Mr. Landa indicated that those are the types of issues that can be addressed at the staff meeting prior to the MPO taking action.

9. 2040 LRTP Update

Presenter: Nicholas Landa

Summary/FYI:

Mr. Landa provided the TCC with an update of the 2040 LRTP process. He noted that the October Advisory Committee meeting focused on MUMPO's roadway ranking methodology. He indicated that a consultant, RS&H, has been contracted to assist with the process and that one of the tools being used to

solicit input from the TCC is a survey that closes on November 8. Mr. Landa encouraged TCC members to fill out the survey prior to the close date. Mr. Cook informed the TCC that a workshop will be scheduled in December, in which MPO board members and TCC members will be asked to attend and provide input regarding proposed changes to the ranking methodology.

10. Upcoming Issues

Jamal Alavi, with NCDOT, stated that during discussions with the I-77 Tech Team it was determined that NCDOT will pursue hiring a consultant to model all five proposed I-77 HOT lanes scenarios.

Tracy Newsome, with CDOT, announced that there will be a Comprehensive Transportation Plan (CTP) staff meeting on Wednesday, November 14 to discuss the outline for the report that will coincide with the CTP maps that are currently being produced. She encouraged all TCC members to attend.

Mr. Pleasant announced that this will be the last TCC meeting in which Amy Helms will represent Union County. Ms. Helms stated that a new planner has been hired by Union County who will serve as the TCC representative for Union County. Mr. Pleasant thanked Ms. Helms for her service on the TCC.

11. Adjourn: The meeting was adjourned at 11:35 AM.