

**MECKLENBURG - UNION TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**Charlotte-Mecklenburg Government Center**  
**Uptown Conference Room, 8<sup>th</sup> Floor**  
**September 12, 2013**

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**Voting Members:** *TCC Chair* – Danny Pleasant (CDOT), *TCC Vice-Chair* – Joe Lesch (Union County), Tim Gibbs – alt for Ken Tippette (CDOT Bicycle Coordinator), Debra Campbell (C-M Planning), Eric Moore (LUESA-Air Quality), David McDonald (CATS), Anil Panicker (NCDOT-TPB), Andrew Grant (Cornelius), Ben McCrary (Davidson), Bill Coxe (Huntersville), Ralph Messera (Matthews), Dana Clukey (Mint Hill), Lisa Stiwinter (Monroe)

**Staff:** Robert Cook (MUMPO), Nick Landa (MUMPO), Stuart Basham (MUMPO), Curtis Bridges (MUMPO), Norm Steinman (CDOT), Tracy Newsom (CDOT), Anna Gallup (CDOT), John Rose (CATS), Jonathan Wells (C-M Planning), Gwen Cook (Mecklenburg County Park & Recreation), Keith Sorensen (Indian Trail), Andrew Ventresca (Iredell County), Jim Loyd (Monroe), Sherry Ashley (Statesville), Erika Martin (Troutman), David Keilson (NCDOT)

**Guests:** Bill Thunberg (LNTC), Steve Blakley (Kimley-Horn), Scott Lane (JS Lane), Tom Wilson (ARA), Page Hunter (HNTB), David Wiggins (Steele Creek Resident's Association)

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Danny Pleasant opened the meeting at 10:00 AM.

**1. Adoption of the Agenda**

Mr. Pleasant asked if any changes to the agenda are necessary. Hearing none, he asked for a motion to adopt the August TCC agenda. Bill Coxe made a motion to adopt the agenda. David McDonald seconded the motion. Upon being put to a vote, the motion passed unanimously.

**2. Consideration of August Meeting Minutes**

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

**3. Transportation Improvement Program (TIP) Amendments**

**a. U-5511: NC 51, Intersection Improvements & Superstreet Design**

Presenter: Ralph Messera, Town of Matthews

Summary/Action Requested:

Mr. Messera provided an overview of the proposed project and noted that the project cost is higher than originally expected, which is the purpose for the requested TIP amendment. He also indicated that the original project scope to construct a roundabout at the intersection has changed to include a superstreet design and intersection improvements. NCDOT has indicated that with the funds available from the grant awarded to the Town of Matthews, plus the 20% local match (totaling more than \$600K) will be enough to construct the project. Mr. Coxe asked if it will be necessary to obtain additional right-of-way in order to complete the project. Mr. Messera indicated that some right-of-way will be necessary but it

is unclear how much, and what will be the cost. He then clarified some of the specific design components of the project. Mr. Pleasant asked if any public involvement will be done. Mr. Messera indicated that a public meeting is scheduled for later in September.

Motion:

Mr. McDonald made a motion to recommend that the MPO approve the TIP amendment, as presented, with clarification about how much right-of-way will be necessary for the project and which fiscal years the funds will be requested to be programmed. Mr. Coxe clarified that the information will be provided prior to the September MPO meeting, and then seconded the motion. The motion passed unanimously.

**b. US 21 & Catawba Avenue Roundabout**

Presenter: Andrew Grant, Town of Cornelius

Summary/Action Requested:

Mr. Grant provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He highlighted some of the design details of the proposed project and how it fits into the Catawba Avenue corridor and will interact with the proposed Divergent Diamond Interchange (DDI). He noted that several designs were considered before settling on the proposed project, which is a two-lane modified roundabout. Mr. Grant also indicated that the Town's main concern was to make sure that the roundabout project does not negatively impact the DDI project. The requested TIP amendment to shift a portion of the funding to FY 2014, and the remainder to FY 2015, will allow the roundabout project to begin construction sooner in order to coordinate its construction with the completion of the DDI project. Mr. Coxe asked how the funding will be broken up among planning and design, right-of-way and construction, to which Mr. Grant responded that he will get that information prior to the September MPO meeting.

Motion:

Mr. Grant made a motion to recommend that the MPO approve the TIP amendment, as presented, contingent upon a breakout of how the funds will be programmed among planning and design, right-of-way and construction. Mr. McDonald seconded the motion. The motion passed unanimously.

**c. TE-4901: LYNX Blue Line Extension**

Presenter: David McDonald, CATS

Summary/Action Requested:

Mr. McDonald indicated that large transit projects such as the Blue Line Extension are subject to federal appropriation, and what is currently shown in the TIP for FY 2013 does not match how much money has been appropriated federally – \$50 million is shown in the TIP, but \$66 million has been appropriated. In order to begin using the funds available, the TIP needs to be amended to include the current amount of appropriated funds (\$66 million). The funding sheet prepared for the TCC, [here](#), shows the break out of funding across fiscal years. Mr. McDonald noted that the total amount of funding does not change.

Motion:

Mr. Lesch made a motion to recommend that the MPO approve the TIP amendment, as presented. Mr. Coxe seconded the motion. Upon being put to a vote, the motion passed unanimously.

**4. 2040 Metropolitan Transportation Plan (MTP)**

**a. Plan Update**

Presenter: Nick Landa

Summary/FYI:

Mr. Landa indicated that the Plan update process is well underway, and that work by the MTP Advisory Committee continues on chapter development. He also noted that a consultant is under contract to help with the completion of the MTP and with public involvement. Finally, he stated that the majority of work as of late has gone into the development of the draft roadway project list.

**b. Roadway Project Ranking**

Presenter: Nick Landa

Summary/Action Requested:

Mr. Landa provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He began by providing an overview of the process and an outline of the approved roadway ranking methodology and revenue assumptions. He then explained the MTP Ranking Committee's strategy for assigning projects to specific horizon years, including a few exceptions that had to be made for managed lanes projects and projects where technical decisions were made based on local knowledge and project readiness. Specifically, Mr. Landa highlight three proposed revisions to the draft roadway project list:

- 1) Move the US 21 widening project from HY 2030 in the Division Needs category of Division 12 to HY 2030 in the Regional Impact category of Region F, switching it with the Wilkesboro Highway widening project – this was explained as a technical decision to put the US 21 widening in its primary category of eligibility due to its higher score;
- 2) Move the Catawba Avenue widening project from HY 2040 to HY 2025 in the Division Needs category for Division 10 – additional funding was determined to be available due to the managed lanes incentive outlined in the Strategic Transportation Investments bill, and this project has a history of being a priority for the MPO; and
- 3) Move the Potter Road widening project to HY 2030 of the Division Needs category for Division 10, switching it with the Lawyers Road widening project that will move to HY 2040 of the same Division Needs category – both projects received similar scores, have similar cost estimates and are both in the Town of Stallings, which indicated that the Potter Road project is a higher priority to the Town.

Mr. Landa then reiterated that the action requested is to recommend that the MPO release the draft fiscally constrained roadway project list for public comment. He then reminded the TCC that the STP-Direct Attributable (DA) funds are included in the revenue assumptions, and asked the TCC if it is comfortable with the project list as proposed.

Mr. Pleasant emphasized the importance of the MPO defining its responsibility to use DA funds. Mr. Coxe provided an explanation about how the DA funds have historically been allocated by the MPO, including that over the last several years the MPO has elected to use the funds for smaller scale projects and geographically spread the funding throughout the planning area. He noted that the smaller pots of funds that have previously been available to be spent at the discretion of the NCDOT Division engineers have now been consolidated into the STI formula and are subject to its requirements. He then indicated that he supports releasing the draft list as presented, but with the following caveat:

- Upon adoption of the 2040 MTP, the TCC recommends that the CRTPO embark upon a study process that:
  - 1) Would remove anticipated STP-DA funds from the MTP financial structure;
  - 2) Develop a process for accepting, evaluating and prioritizing locally important projects for the use of the DA funds;
  - 3) Develop a management system to track and ensure delivery of all projects using funds under the control of the CRTPO; and

- 4) Evaluate the creation of a CRTPO staff person that would, on a contract basis, administer these projects.

Debra Campbell asked how the caveat would be incorporated into the plan, to which Mr. Coxe suggested it could be included as text in the MTP. Mr. McDonald asked if the TCC would be amenable to acknowledge the caveats suggested, but make it a separate action outside of the MTP project list action (i.e. as a UPWP action).

Mr. Pleasant reminded the TCC that the requested action is to release the draft project list for public comment for a two-week period, during which time he suggested that the language proposed by Mr. Coxe be refined and made available to the MPO, and that the MPO identify specific projects on the draft project list that will be funded using the DA dollars. Adam McLamb asked if the projects that will receive DA funds are known at this time. Mr. Pleasant suggested that MPO staff would identify projects in the Division Needs category that are anticipated to be funded using the DA dollars. Mr. McDonald mentioned that the TIP is the shorter term funding program in which the assignment of DA funds might be more appropriate, as opposed to the 20-year long range plan. Mr. Pleasant responded that the long range plan has a lot of policy tied to it, so a policy statement should be made in the MTP, along with assignment of the DA funds. Mr. Grant agreed, but suggested that this be a policy discussion of the MPO board after the project list is approved. Mr. Pleasant stated that he thinks the policy discussion should be about how the MPO prioritizes projects to be funded using the DA dollars. Mr. Lesch asked when the DA policy discussion would take place, to which Mr. Coxe stated that in the caveat he suggested it would happen after the 2040 MTP is approved.

Anil Panicker asked if the existing and committed projects will be included on the project list, to which Mr. Landa indicated that they would.

Mr. Pleasant clarified that his suggestion would not remove DA funds from the MTP, but rather, would indicate in the MTP how the DA funds will be allocated by assigning them to specific Division Needs category projects. Mr. McDonald stated that he would feel comfortable including a place holder for DA funds in the MTP, but would prefer to wait to allocate DA funds during the TIP process. Ms. Campbell asked if the TCC would be comfortable including language in the MTP about the MPO's intent with regard to the DA funds, but work out how the DA funds are allocated after the Plan is approved in order to avoid a lapse, which would lead to other repercussions.

Mr. Pleasant stated that his position is to express that definition of the MPO's responsibility to determine how DA funds are allocated, and since this region is going to be the first to approve a new long range plan since the STI was enacted, the MPO needs to take this opportunity to exert its authority. Mr. McDonald disagreed due to the fact that specific federal funding is not identified for any of the other projects in the MTP. After further discussion it was determined that the conversation be continued during the public comment period, prior to the MPO action in October (DA funds were not included as part of the motion).

Motion:

Ms. Campbell made a motion to recommend that the MPO release the draft fiscally constrained project list, as amended, for public comment. Mr. Coxe seconded the motion. Upon being put to a vote, the motion passed unanimously.

**c. October TCC Meeting Date**

Presenter: Nick Landa

Summary/Action Requested:

Mr. Landa requested that the October TCC meeting date be moved back one week to Thursday, October 10, in order to accommodate the public involvement schedule for the draft roadway project list.

Motion:

Mr. Lesch made a motion to move the October TCC meeting date to Thursday, October 10. Mr. Coxé seconded the motion. Upon being put to a vote, the motion passed unanimously.

**5. Strategic Transportation Investment (STI)/Strategic Mobility Formula (SMF)**

Presenter: Nick Landa

Summary/FYI:

Mr. Landa provided an overview of the project submittal process that is a result of the Strategic Transportation Investment legislation enacted in June 2013. He noted that there are several tasks that must be completed within the next few months which will require MPO action, and suggested that the discussion of how to complete these tasks be included on a staff meeting agenda in the near future. Mr. McDonald indicated that there was a workshop recently in which the Public Transportation project submittal process was outlined, and that it differs from the schedule presented. He stated that he will keep the TCC and MPO informed about the Public Transportation submittal process.

**6. CRAFT Resolution: Locally-Administered Projects**

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook explained that a discussion took place at the most recent Charlotte Regional Alliance for Transportation (CRAFT) meeting about locally-administered projects, and how it can be difficult for some smaller jurisdictions to implement those types of projects. He indicated that the result of the discussion was a resolution to determine a method by which the MPOs/RPOs and NCDOT meet and evaluate the status of locally-administered projects in order to make sure that requirements are being met and projects are on track. Part of the reason for this resolution stems from the fact that there have been issues with these types of projects in the region.

Motion:

Mr. Coxé made a motion to recommend that the MPO approve the CRAFT resolution, as presented. Mr. McLamb seconded the motion. Upon being put to a vote, the motion passed unanimously.

**7. MPO Planning Area Boundary Expansion**

Presenter: Robert Cook

Summary/FYI:

Mr. Cook informed the TCC that all interested member jurisdictions have signed the revised MOU except two – Wingate and the MTC – which are both scheduled to have the MOU adopted in September. He indicated that following adoption by all member agencies, the MOU can be sent to Raleigh for signature by the State. Mr. Cook also reminded the TCC that its bylaws, along with the MPO bylaws, will need to be amended. He stated that a meeting was recently held to begin this discussion, and some of the topics raised include:

- TCC membership – specifically with regard to the four proposed focus area members of bicycle, pedestrian, greenway and health;
- Quorum and attendance; and

- The Comprehensive Transportation Plan.

He concluded by noting that regional agreements with the adjacent MPOs, with regard to ceding planning responsibilities of the urbanized area, are still necessary and currently being worked out.

## **8. Unified Planning Work Program (UPWP) Process**

Presenter: Robert Cook

### Summary/FYI:

Mr. Cook introduced Scott Lane, of JS Lane Company, to discuss progress on a strategy for formalizing the UPWP process. He indicated that this is partly a result of the revised MOU changing the way in which member dues are shared. Mr. Lane provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He reiterated that the UPWP is done each year, and essentially describes what the MPO is accomplishing during one fiscal year of work. It was noted that this process to revise the UPWP process has been ongoing, which led to the draft handbook attached to the agenda. Mr. Lane outlined where improvement is necessary for the MPO's development of the UPWP, including being more transparent and allowing for more engagement during the process. He also highlighted some of the recommendations that came out of the study, including the creation of an ad hoc UPWP review committee and new UPWP content to help better explain the content. Mr. Cook reiterated that the UPWP committee is an important component of this process and TCC approval of the committee would give it some standing. It is anticipated that this could happen in October. He also noted that the MPO website is being updated and will reflect the new CRTPO name in the near future.

## **9. CONNECT Update**

Presenter: Jonathan Wells, C-M Planning Department

### Summary/FYI:

Mr. Wells provided a brief reminder to the TCC about the purpose of the CONNECT study and provided an update as follows:

- Reality check held in June to engage citizens throughout the region;
- Outcome of the reality check is growth model alternatives;
- The growth models will be used at several Community Growth workshops scheduled throughout the region, by county; and
- Results of workshops will be used to help develop preferred growth scenarios.

Mr. Wells noted that registration is encouraged, and the registration link can be found on the CONNECT website. He also noted that facilitators are needed and TCC members can volunteer if interested.

## **10. Upcoming Issues**

Mr. Coxe suggested that the TCC receive status reports on the US 74 highway study in Union County, as well as the Monroe Parkway toll project and associated environmental document. Stuart Basham noted that the US 74 highway study is tied to the Monroe Parkway project, and because that project has been delayed the recommendations in the US 74 study have also been put on hold.

Mr. Cook announced that a half day workshop to address Title VI issues is being scheduled with the NCDOT Office of Civil Rights, and the tentative date is October 22, 2013.

11. **Adjourn:** The meeting was adjourned at 12:30 PM.