

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
November 7, 2013

Voting Members: *TCC Chair* – Danny Pleasant (CDOT), *Vice-Chair* – Joe Lesch (Union County), Debra Campbell (C-M Planning), Eric Moore (LUESA-Air Quality), John Rose – alt for David McDonald (CATS), Louis Mitchell (NCDOT-Div. 10), David Keilson (NCDOT-Div. 12), Anil Panicker (NCDOT-TPB), Andrew Grant (Cornelius), Bill Coxe (Huntersville), Adam McLamb – alt for Scott Kaufhold (Indian Trail), Andrew Ventresca (Iredell County), Ralph Messera (Matthews), Neil Burke (Mooresville), Lisa Stiwinter (Monroe), Shannon Martel (Stallings), Sherry Ashley – alt for Phil Collins (Statesville), Erika Martin (Troutman), Greg Mahar (Waxhaw), Jordan Cook (Weddington)

Staff: Stuart Basham (CRTPO), Curtis Bridges (CRTPO), Robert Cook (CRTPO), Nick Landa (CRTPO), Andy Grzymiski (CDOT), Tracy Newsom (CDOT), Anna Gallup (CDOT), Gwen Cook (Mecklenburg County Park & Recreation), Keith Sorensen (Indian Trail), Jim Loyd (Monroe), Scott Cole (NCDOT-Div. 10), Brett Canipe (NCDOT), Bjorn Hansen (GCLMPO), Loretta Barren (FHWA)

Guests: Bill Thunberg (LNTC), Todd Steiss (PB), Page Hunter (HNTB)

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, the November 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. Bill Coxe made a motion to approve the October TCC minutes. Anil Panicker seconded the motion. Upon being put to a vote, the motion passed unanimously.

Neil Burke, with the Town of Mooresville, announced that he would no longer be representing Mooresville on the TCC, and introduced Allison Kraft as his replacement.

3. Comprehensive Bicycle Planning Grant

Presenter: Andrew Grant, Town of Cornelius

Summary/Action Requested:

Mr. Grant informed the TCC that the Town of Cornelius proposes to submit an application, through the NCDOT Comprehensive Bicycle Planning grant initiative, to create a bicycle plan for the Town. He noted that the Cornelius Town Board has already approved the grant application, but that approval by the CRTPO board is also required. He asked that the TCC recommend that the application be approved.

Motion:

Mr. Grant made a motion to recommend that the CRTPO approve the proposed bicycle plan grant

application for the Town of Cornelius, as presented. Mr. Coxe seconded the motion. Upon being put to a vote, the motion passed unanimously.

4. Transportation Improvement Program (TIP) Amendments

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook directed the TCC's attention to the TIP amendments outlined in the agenda packet, and noted that he would like to discuss two of the amendments before action is taken. He noted that the amendments have been proposed by NCDOT, and suggested that the TCC reconsider recommending that the CRTPO approve the proposed amendment for the Garden Parkway project. He stated that approving the Garden Parkway amendment would be contradictory to the CRTPO's previous action to place the Garden Parkway project in the 2040 Horizon Year of the 2040 MTP. Secondly, he indicated that further discussion is necessary on the proposed amendment for improvements to the Marion Diehl Center. He noted that funding for these improvements came from a previous earmark that was somewhat controversial. Mr. Pleasant further explained that the original project for which the funding was earmarked was completed by Queen's college with the hope of getting reimbursed with the federal funding. He noted that federal funding cannot be used as a reimbursement, but stated that the college has since proposed a different project scope that would help provide additional access to the Marion Diehl Center site, for which the federal funds could be allocated. He indicated that he did not have a problem approving the requested TIP amendment.

Mr. Cook stated that the other proposed amendments are straight forward and staff does not see any issues with approving them. Scott Cole noted that the TIP amendment to add the proposed superstreet project on US 74 in Union County, is a safety funds project that is deemed worthy for a superstreet design based on a benefit/cost analysis that has been completed. Adam McLamb suggested that the description of the US 74 project limits be modified to Indian Trail-Fairview Rd to Wesley Chapel-Stouts Rd.

Motion:

David Meachum made a motion to recommend that the CRTPO approve the TIP amendments as presented, with the exception of the Garden Parkway amendment (TIP# U-3321), and with the proposed description modification to the US 74 superstreet project (TIP# W-5520). Mr. Coxe seconded the motion. Upon being put to a vote, the motion passed unanimously.

5. Unified Planning Work Program (UPWP)

a. UPWP Review Subcommittee

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook reminded the TCC that a study for how the UPWP is developed was previously conducted, and that one of the significant outcomes was to establish a UPWP committee, whose main function would be to provide recommendations about the organization of, and process for developing, the UPWP. He emphasized that the committee would guide the development of the UPWP, but that the TCC and CRTPO would still be responsible for approving the plan. After highlighting the proposed membership of the committee, he requested that the TCC recommend endorsement of the UPWP committee membership.

Motion:

Joe Lesch made a motion to recommend that the CRTPO endorse the proposed membership of the UPWP

committee. Mr. Coxe seconded the motion. The motion passed unanimously.

b. UPWP Amendment

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook explained that the requested UPWP amendment has to do with the UPWP reimbursement process, and a conflict that has been ongoing between the different types of funding included in the plan – specifically the distinction between Planning (PL) and STP-Direct Attributable (STP-DA) dollars – which has resulted in a balance of STP-DA funds in the UPWP. Now that the issue has been identified and corrected, it has been determined that the additional STP-DA funds are available for programming. Mr. Cook proposed that the funds be programmed on Metropolitan Transportation Plan (MTP) and Congestion Management Process (CMP) tasks.

Motion:

Mr. Coxe made a motion to recommend that the CRTPO approve the UPWP amendment, as presented. Mr. Burke seconded the motion. Upon being put to a vote, the motion passed unanimously.

6. Federal Functional Classification System Update

Presenter: Anil Panicker, NCDOT-Transportation Planning Branch

Summary/Action Requested:

Mr. Panicker stated that the proposed request to review and recommend changes to the Federal Functional Classification System is a request from DOT as a result of the 2010 Census, which resulted in the expansion of the MPO planning area boundary. He stated that the TCC formed a committee to review the Federal Functional Classification maps, and that several recommendations are proposed to be sent to NCDOT and FHWA for review. It was noted that the recommendations are due to NCDOT by December 5. A brief explanation of the purpose of the maps was provided.

Mr. Pleasant observed that the Federal Functional Classification could be interpreted as a simplistic design for a roadway that might not be appropriate for associated land uses (i.e. a one size fits all approach is not necessarily the best solution). He noted the importance of being cautious when using such classifications. Mr. Burke asked if there has been an initiative at the State level to justify Federal Functional classifications and Comprehensive Transportation Plan classifications, to which Mr. Panicker responded there has not. Mr. Pleasant asked about the relationship between the Federal Functional Classification System and NCDOT's Complete Streets Design Guidelines, to which Norm Steinman suggested that Complete Streets could be seen as an expansion of the Federal Functional Classification designations.

Motion:

Mr. Coxe made a motion to recommend that the CRTPO endorse the changes proposed to the Federal Functional Classification System by the TCC committee, with the acknowledgment that Complete Streets Design Guidelines are not relinquished for Federal Functional Classification System designs (as they relate to the Federal Functional Classification maps presented). Ralph Messera seconded the motion. Upon being put to a vote, the motion passed unanimously.

7. 2040 Metropolitan Transportation Plan (MTP)

Presenter: Nick Landa

Summary/FYI:

Mr. Landa provided the TCC with a brief update about the progress of the 2040 MTP update, highlighted by the following:

- The fiscally constrained project list was approved in October by the CRTPO board;
- Work continues on the plan chapters, mapping and documentation;
- A draft plan is anticipated to be ready to release for public involvement in January 2014; and
- The November MTP Advisory Meeting is cancelled.

8. Strategic Transportation Investment (STI)

a. P3.0 Highway Projects

b. P3.0 Bicycle and Pedestrian Projects

c. P3.0 Local Input Point Methodology

Presenter: Nick Landa; Curtis Bridges

Summary/FYI:

Mr. Landa provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He reminded the TCC that new transportation legislation was adopted earlier in the year, but stated that he would like to focus the presentation on the Prioritization 3.0 (P3.0) process that is currently underway, which is the process by which projects are identified for funding under the new legislation. It was noted that no action is requested at today's meeting, but future action will be requested. The process, tasks and deadlines presented are outlined as follows:

- The existing prioritization database contains highway projects from previous iterations of Strategic Prioritization, but other modes were removed;
- Corrections to, and additions and removals of, highway projects need to be recommended to, and endorsed by, the CRTPO board no later than January 2014;
- A P3.0 highway committee was formed to make P3.0 highway project recommendations;
- The highway project recommendations were discussed, as outlined in the [memo](#) in the agenda packet (with some minor changes based on a staff meeting discussion on November 6);
- Curtis Bridges informed the TCC that he is leading a committee to determine which bicycle projects to recommend be added to the prioritization database, which will draw from a pool of previously submitted projects;
- The MPO's approved bicycle and pedestrian ranking criteria will be used to evaluate the candidate bicycle and pedestrian projects;
- Mr. Landa continued by showing the TCC the NCDOT-recommended quantitative highway criteria, as well as the split between quantitative and local input points built into the criteria – which is based on a project's Strategic Transportation Investment (STI) category;
- Each non-highway mode will have its own quantitative criteria and will also be eligible for local input points, also based on its STI category;
- CRTPO will receive 2500 points for Regional Impact projects and 2500 points for Division Needs projects, and each project is eligible to receive no more than 100 local input points;
- A local input point methodology must be developed and approved by NCDOT and CRTPO – otherwise, the MPO will not be allowed to allocate any of its eligible local input points;
- A committee was established to begin developing a local input methodology, and will meet several times in order to develop a recommendation, which must include a minimum of one quantitative criteria, one qualitative criteria, and a public involvement component;
- It is proposed that the methodology will be presented to the TCC and MPO for information in January 2014, prior to it being endorsed by the MPO in February 2014;
- The window for submitting all projects is January 21-February 17; and

- Staff was recently made aware of a new requirement of the P3.0 process regarding local funding contributions to highway projects in the prioritization database – that a statement or letter of commitment from the MPO chair must be submitted during the project submittal window for each highway project which local funding will be contributed.

Mr. Landa concluded that additional information will be provided to the TCC about the ongoing P3.0 process, and that it will be important to meet the NCDOT deadlines in order for CRTPO projects to compete for the limited federal and state funds available.

9. MPO Planning Area Boundary Expansion

Presenter: Robert Cook

Summary/FYI:

Mr. Cook provided a brief update to the TCC about the outstanding issues associated with adopting new bylaws for the newly formed CRTPO. He noted that a meeting to discuss the bylaws has been scheduled for Friday, November 8, and that establishing quorum guidelines will be a significant topic of discussion. He also reminded the TCC that the CRTPO board will consider the technical recommendations of staff as the basis for approving its bylaws.

10. Transportation Improvement Program (TIP) Financial Plan

Presenter: Sashi Amatya, Parsons Brinckerhoff

Summary/FYI:

Mr. Amatya provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He noted that Parsons Brinckerhoff, one of the MPO's on-call consultants, has been contracted to assist the MPO with the development of a fiscally constrained TIP financial plan. He outlined a schedule for completing the plan, which includes the following tasks:

- Review;
- Impact of policy changes;
- Financial analysis;
- Summary and recommendations;
- Meetings and presentations; and
- Documentation.

It was also noted that a kickoff meeting is planned for November, and CRTPO approval of the financial plan is anticipated in February 2014. Mr. Amatya indicated that managed lanes revenues and the new STI legislation, among other items, are to be addressed during the development of the plan.

11. Upcoming Issues

Mr. Cook reminded the TCC that new MPO delegates and alternates must be appointed prior to the first CRTPO meeting of the year (scheduled on January 15, 2014). He encouraged TCC members to work with their respective city and town boards to name MPO members as soon as possible.

Mr. Cook announced that there will be a CRTPO orientation for new and returning MPO and TCC members, tentatively scheduled for Wednesday, January 8, 2014.

12. Adjourn: The meeting was adjourned at 11:40 AM.