

**CRTPO TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**Charlotte-Mecklenburg Government Center**  
**Room 267**  
**December 5, 2013**

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**Voting Members:** *TCC Chair* – Danny Pleasant (CDOT), *Vice-Chair* – Joe Lesch (Union County), Tim Gibbs – alt for Ken Tippet (CDOT-Bicycle Coordinator), David Meachum (Charlotte E&PM), 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), Bill Coxe (Huntersville), Adam McLamb – alt for Scott Kaufhold (Indian Trail), Andrew Ventresca (Iredell County), Lisa Stiwinter (Monroe), Shannon Martel (Stallings), Phil Collins (Statesville), Greg Mahar (Waxhaw)

**Staff:** Stuart Basham (CRTPO), Curtis Bridges (CRTPO), Robert Cook (CRTPO), Nick Landa (CRTPO), Andy Grzyski (CDOT), Norm Steinman (CDOT), Dan Leaver (Charlotte E&PM), Jonathan Wells (C-M Planning), Jennifer Harris (NCDOT), Jim Loyd (Monroe), Scott Cole (NCDOT-Div. 10), James Lim (NCDOT-Public Transportation), Loretta Barren (FHWA)

**Guests:** Carl Gibilaro (Atkins), Todd Steiss (PB), Page Hunter (HNTB), Greg Boulanger (HNTB), Lynda Paxton (Stallings), Kate Asquith (SELC)

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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, the December agenda was adopted by acclamation.

**2. January Meeting Date**

Presenter: Nick Landa

Summary/Action Requested:

Mr. Landa suggested that the January TCC meeting date be moved from Thursday, January 2 to Thursday, January 9, in order to avoid any conflicts that might arise from the New Year holiday.

Motion:

Mr. Pleasant recommend that the January TCC meeting date be moved to Thursday, January 9 due to the holiday. No objections were raised by the TCC. The meeting date was changed by consent.

**3. Consideration of November 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 November TCC minutes. Debra Campbell seconded the motion. Upon being put to a vote, the motion passed unanimously.

**4. Prioritization 3.0 (P3.0)**

**a. P3.0 Highway Projects**

**b. P3.0 Bicycle and Pedestrian Projects**

**c. P3.0 Local Input Point Methodology**

Presenter: Nick Landa

Summary/Action Requested:

Mr. Landa informed the TCC that the P3.0 Highway Committee met and agreed on a recommendation for which highway projects to include in the P3.0 database, and which projects to recommend be removed. He indicated that the list contained in the TCC agenda packet contains the recommendations for [P3.0 highway projects](#), and requested that the TCC make a recommendation to the MPO to endorse the proposed highway project list.

Mr. Landa continued by reminding the TCC that a committee was also formed to review bicycle and pedestrian projects to recommend for inclusion in the P3.0 database. He noted that the pool of [proposed P3.0 bicycle and pedestrian projects](#) is a compilation of projects previously submitted for P2.0 as bicycle and pedestrian projects or modernization projects, as well as unfunded CMAQ projects that were previously submitted. It was noted that the MPO-approved bicycle and pedestrian ranking methodology was being used by the committee to evaluate the potential projects in order to narrow down the list to the 20 project maximum allowed. No action was requested for P3.0 bicycle and pedestrian projects, but it was stated that the recommended 20 projects would be presented in January for TCC and MPO action.

Finally, Mr. Landa updated the TCC on the work of the P3.0 local input methodology committee stating that the committee has met twice already and that a third meeting is scheduled on December 11. He indicated that following the next committee meeting a memorandum would be prepared that contains an outline of the draft local input point methodology, to be presented to the TCC and MPO in January. He also announced that a transportation staff meeting will be held on December 11 to discuss P3.0 other modes (which include aviation, rail and transit projects).

Motion:

Mr. Coxe made a motion that the MPO approve the list of highway projects to be submitted to NCDOT, as presented. Shannon Martel seconded the motion. The motion passed unanimously.

**5. 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:

- Chapter content is being finalized;
- Work is being done to design the cover and determine the layout of the document; and
- The Advisory Committee will meet on Monday, December 9.

**6. Monroe Connector/Bypass Update**

Presenter: Jennifer Harris, NCDOT

Summary/FYI:

Ms. Harris provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). She began by reminding the TCC about the project description and discussing the project's history, highlighting that the project was stalled due to a lawsuit originally filed in

2010. The presentation then focused on recent activities associated with the toll project, specifically the environmental document that was the subject of the lawsuit. Ms. Harris stated that the indirect and cumulative effects analysis that was prepared for the project has been completely reviewed and updated as a result of the lawsuit. She noted that accessibility was a significant component that was considered during the analysis. Additional field surveys were also completed to identify protected species.

After discussing the specifics of the environmental analysis, Ms. Harris informed the TCC that three public hearings have been scheduled, as follows:

- Monday, December 9 beginning at 6:30PM in Monroe;
- Tuesday, December 10 beginning at 6:30PM in Monroe; and
- Wednesday, December 11 beginning at 4:00PM in Matthews.

She also indicated that the proposed schedule for completion of the final supplemental environmental document is anticipated in Spring, 2014. Mr. Pleasant requested that Ms. Harris's presentation be provided to the TCC, which Mr. Landa indicated could be done. David Meachum asked how long it would be until the project is complete, to which Ms. Harris responded that the construction period is 3-years following acquisition of right-of-way – which is still underway, and can continue after the revised environmental documentation is issued.

## **7. TCC Public Comment Period**

Presenter: Robert Cook

### Summary/FYI:

Mr. Cook indicated that this item is on the agenda to begin a discussion with the TCC for consideration of a public comment period as a standing item on future TCC agendas. It was noted that several other TCCs throughout the state have a public comment period, but that not all do, and it is not required. He noted that the issue was discussed at the December 4 staff meeting, at which time mixed opinions were expressed. Mr. Lesch asked what the Federal Highway Administration (FHWA) rationale is for adding a public comment period item to the TCC agenda, to which Loretta Barren, with FHWA, responded that the TCC is a public body that makes recommendations to the MPO board – which is also a public body that makes policy decisions. She stated that it is not a mandate by FHWA, but that FHWA is looking into it for all the MPOs in North Carolina – not just CRTPO.

Mr. Coxe stated that a comprehensive public involvement process already exists for the MPO and questioned the benefit added, specifically from a staff time perspective. Mr. Lesch stated that the TCC is a technical body, and is represented well, but that it does not make policy decisions. He also noted that other venues exist for public input, and comments and questions can also be provided to MPO staff at any time, so he sees little value added by adding the item to the TCC agenda. Mr. Pleasant asked how the public comment period works at other TCC meetings around the state, to which Mr. Cook responded he has not heard that it is disruptive or time consuming. Debra Campbell stated that having a public comment period item would show the public that the TCC is transparent and open. Adam McLamb suggested that if it is considered, the total time of the item could be limited, as well as the time per speaker limited. Mr. Cook asked if the TCC would like the bylaws subcommittee to discuss the issue further and provide feedback, which was agreed to by the TCC. Mr. Pleasant noted that some MPOs have a Citizens Advisory Group to receive public input, and that the public needs to understand the TCC's role as an advisory body, not a decision making body.

## **8. TCC Bylaws**

Presenter: Robert Cook

Summary/FYI:

Mr. Cook informed the TCC that staff is currently working to update the TCC and MPO bylaws, with the help of a subcommittee. He updated the TCC on the following activities of the subcommittee:

- A request was made to add FHWA to the TCC as a non-voting member;
- Quorum is another issue that needs to be addressed, especially since attendance for the TCC and MPO has grown since the expansion of the planning area boundary; and
- Proposed changes are contained in the attached [draft text](#) – specifically, new TCC membership for the 4 focus areas identified (bicycle/pedestrian/greenway/health)

Tim Gibbs asked how TCC focus area member alternates would be determined, to which Mr. Cook stated it has not been determined and needs further discussion. Mr. Pleasant suggested that language in the draft regarding appointing TCC alternates should be changed to “should” instead of “shall.” Mr. Cook noted that attendance was also discussed at the subcommittee meeting, and the current restriction on voting (missing 3 consecutive meetings results in not being able to vote at the next meeting attended) was opposed, but no significant change was proposed by the committee to alter the bylaws language. Mr. Pleasant stated that TCC participation is important and special interest voting should be discouraged. He also noted that it is important that TCC members attend meetings to establish a quorum. Mr. Cook announced that the next subcommittee meeting date is December 12, 2013.

**9. Transportation Improvement Program (TIP) Financial Plan**

Presenter: Robert Cook

Summary/FYI:

Mr. Cook announced that the kickoff meeting for the TIP financial plan was held on November 21, 2013. He noted that the proposed financial plan will cover the portions of the adopted TIP from FY 2012-2015 – the federal 4-year TIP – and it will focus on Mecklenburg and Union counties only, the two counties in the previous MUMPO planning area. The draft financial plan is anticipated to be presented at the January TCC meeting, and adoption is scheduled for February 2014. Mr. Cook concluded by stating that there is a second phase of the project, to create a template of sorts to make the development of the TIP financial plan more manageable, and less time consuming, for future updates.

**10. Upcoming Issues**

Mr. Cook announced that the CRTPO Orientation will be held on Wednesday, January 8, 2014, and TCC and MPO members are encouraged to attend. He also reminded TCC members to provide him with new MPO delegate and alternate information as soon as possible so information about 2014 meetings can be sent to them in a timely manner.

Mr. Landa announced that he will be leaving the City of Charlotte in January 2014.

**11. Adjourn:** The meeting was adjourned at 11:30 AM.