

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
January 9, 2014

Voting Members: *TCC Chair* – Danny Pleasant (CDOT), Dan Leaver – alt for David Meachum (Charlotte E&PM), Ken Tippette (CDOT-Bicycle Coordinator), Debra Campbell (C-M Planning), Andrew Grant (Cornelius), Bill Coxe (Huntersville), Adam McLamb – alt for Scott Kaufhold (Indian Trail), Andrew Ventresca (Iredell County), Ralph Messera (Matthews), Eric Moore (LUESA-Air Quality), David McDonald (CATS), Lisa Stiwinter (Monroe), Allison Kraft (Mooresville), Scott Cole – alt for Louis Mitchell (NCDOT-Div. 10), David Keilson (NCDOT-Div. 12), Anil Panicker (NCDOT-TPB), Shannon Martel (Stallings), Phil Collins (Statesville), Erika Martin (Troutman), Greg Mahar (Waxhaw), Jordan Cook (Weddington)

Staff: Curtis Bridges (CRTPO), Robert Cook (CRTPO), Nick Landa (CRTPO), Tim Gibbs (CDOT), Norm Steinman (CDOT), Jonathan Wells (C-M Planning), John Rose (CATS), Gwen Cook (Mecklenburg County Park & Recreation), Sherry Ashley (Statesville), Loretta Barren (FHWA)

Guests: Sashi Amatya (PB), Todd Steiss (PB), Jim Trogdon (Atkins), Bjorn Hansen (Centralina COG), Bill Thunberg (LNTC), LaPronda Spann (Lain Consulting)

Danny Pleasant opened the meeting at 10:00 AM.

1. Election of Officers

Summary/Action Requested:

Mr. Pleasant stated that it is the responsibility of the TCC to annually elect new officers as the first action item of the first meeting of the year. He then opened the nominations for Chair of the TCC.

Chair Nominations

Andrew Grant nominated Mr. Pleasant for Chair of the TCC; Shannon Martel seconded the nomination. No other nominations were put forth.

Jonathan Wells made a motion to close the nominations; Mr. Grant seconded the motion.

Mr. Danny Pleasant was elected Chair of the TCC for 2014 by acclamation.

Mr. Pleasant noted his acceptance to serve another term as chair of the TCC, but expressed a desire to share the responsibility of chairing the TCC in the future because participation by the membership throughout the planning area is important. He then opened the nominations for Vice-Chair of the TCC.

Vice-Chair Nominations

Lisa Stiwinter nominated Joe Lesch for Vice-Chair of the TCC; Greg Mahar seconded the motion. No other nominations were put forth.

David McDonald made a motion to close the nominations; Ms. Martel seconded the motion.

Mr. Joe Lesch was elected Vice-Chair of the TCC for 2014 by acclamation.

2. Adoption of the Agenda

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

3. Consideration of December 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. Mahar made a motion to approve the December TCC minutes. Anil Panicker seconded the motion. Upon being put to a vote, the motion passed unanimously.

4. NC 73 Council of Planning Memorandum of Understanding

Presenter: Bjorn Hansen, Centralina COG

Summary/Action Requested:

Mr. Hansen provided an overview of the NC 73 Council of Planning, and specifically noted that the request before the TCC is to recommend changes to its MOU. He noted the new MPO boundaries that now exist as a result of the 2010 Census, and indicated that the new MPO names need to be reflected in the MOU. He also provided an update on the activities of the Council of Planning, informing the TCC that intersection improvement projects along the NC 73 corridor are being scoped and appropriate funding sources are being identified for the projects proposed. Loretta Barren noted that there is other text in the MOU that needs clarification to reference current plans and legislation, and recommended those changes be made at the same time the MPO name updates are being made.

Motion:

Mr. Coxe made a motion to recommend that the MPO amend the NC 73 Council of Planning MOU to reflect the new names of the MPOs represented, make other necessary changes, and to sign the amended document. Mr. McDonald seconded the motion. The motion passed unanimously.

5. 2040 Metropolitan Transportation Plan (MTP)

Presenter: Nick Landa

Summary/Action Requested:

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

- Chapter content is being finalized and is anticipated to be completed within a couple weeks;
- The transit component of the financial plan chapter is not yet completed;
- Mapping is anticipated to be completed within the same timeline as the chapter content;
- All MTP content and a draft Plan are expected to be ready by Friday, January 24;
- The draft conformity document is currently being prepared and is expected to be finished in time to go out for public comment beginning February 14 for a 30-day comment period ending on March 17;
- Conformity is required for all 3 MPOs in the region currently working on MTP updates, so the comment period is timed for all three to occur concurrently; and
- MPO action for approval of the final document is anticipated in April based on the current schedule, which would still allow for federal approval no later than May 2, 2014.

Mr. Landa then stated that the TCC is being requested to recommend that the MPO authorize the release of the draft 2040 MTP and conformity determination report and initiate a 30-day public comment period, at which time both draft documents are completed. Mr. Pleasant noted the amount of effort that is involved with the travel demand model in order to complete the MTP. Mr. Coxe asked if there needs to be a resolution to indicate when the documents are completed, to which CRTPO staff indicated they are

comfortable making that determination. The TCC chair also stated he is comfortable with that, especially since it is a draft document. Mr. Landa then noted that a workshop will be scheduled in early February for MPO and TCC members to review the draft document prior to the official 30-day comment period.

Motion:

Mr. Coxe made a motion to recommend that the MPO authorize the release the draft 2040 MTP and draft conformity determination report for public review. Mr. McDonald seconded the motion. Upon being put to a vote, the motion passed unanimously.

6. Prioritization 3.0 (P3.0)

a. Update

Presenter: Nick Landa

Summary/FYI:

Mr. Landa provided the following update about the P3.0 process:

- New transportation legislation was approved in North Carolina in 2013;
- The P3.0 process has been established to evaluate capital projects statewide;
- The MPO is tasked with determining which projects to submit to NCDOT to be evaluated, including projects of various modes;
- The TCC, at its December meeting, recommended a list of P3.0 highway projects for endorsement by the MPO, so no further TCC action is necessary for highway projects;
- The MPO will be asked to approve the P3.0 highway project list at its January 15 meeting;
- Other modes, including aviation, rail and transit projects are also allowed to be submitted, but had alternate deadlines for submission to NCDOT;
- Because the “other modes” did not follow the same submittal process as the highway and bicycle and pedestrian projects, no action is requested; but
- TCC members were asked to submit P3.0 “other modes” projects for information, and the project lists are included in the agenda packet.

b. P3.0 Bicycle and Pedestrian Projects

Presenter: Curtis Bridges

Summary/Action Requested:

Mr. Bridges reminded the TCC that a subcommittee was established to make a recommendation about which bicycle and pedestrian projects to submit for P3.0. He noted that the TCC previously received information about potential projects, and that the pool of projects to be considered have now all been evaluated using the MPO’s approved bicycle and pedestrian ranking methodology. The list of projects that the committee developed can be viewed [here](#). One exception that was noted from the previous list provided to the TCC is that one additional project was submitted since that time and made it into the top 20. He then stated that the TCC is requested to recommend that the MPO approve the top 20 projects to be submitted to NCDOT for P3.0. Mr. Panicker asked why some of the projects on the list provided to the TCC do not show a cost, to which Mr. Bridges noted that cost is not a requirement for the MPO’s ranking methodology and some of the project sponsors did not provide a cost. Mr. Coxe asked if cost is necessary to submit P3.0 bicycle and pedestrian projects, to which Mr. Bridges responded that it is not. It was noted that limited funding is available statewide for bicycle and pedestrian projects, but nonetheless, it is important for the MPO to continue to show the state that there is a need for modes other than highway.

Motion:

Adam McLamb made a motion to recommend that the MPO approve the list of bicycle and pedestrian projects to be submitted to NCDOT, as presented. Erika Martin seconded the motion. Upon being put to a vote, the motion passed unanimously.

Mr. Landa reminded the TCC that all the projects recommended to be submitted to NCDOT for P3.0 must be entered into the database during the submittal window of January 21-February 17, 2014. He also stated that for highway projects, a local contribution can be provided via a statement or letter from the MPO chair. He noted that the four jurisdictions of Charlotte, Indian Trail, Matthews and Mooresville have indicated their intent to request a local contribution. Mr. Grant noted that the Town of Cornelius also intends to provide a local contribution.

c. P3.0 Local Input Point Methodology

Presenter: Nick Landa

Summary/Action Requested:

Mr. Landa informed the TCC that another important part of the P3.0 process is the allocation of local points. He noted that each MPO is required to approve a methodology outlining how local points will be allocated, and NCDOT must also approve each MPO's methodology. CRTPO's draft methodology can be viewed [here](#). He highlighted the process as follows:

- A committee of the TCC was established to develop CRTPO's recommended methodology;
- CRTPO will receive 2500 points for both Regional Impact and Division Needs projects – Statewide Mobility projects are not eligible for local input points;
- The methodology must have a minimum of one quantitative and one qualitative criteria, and a public involvement component;
- The committee recommends that each project should receive either the full allocation of local points (100) or no points, projects should be divided based on their category and geography, and projects eligible for the Statewide Mobility category should not receive Division Needs local points if they cascade down into that category;
- The criteria proposed by the committee includes a filter criteria that is intended to weed out projects that do not score well enough to be considered for funding through NCDOT's quantitative process, the MPO's MTP scores, and the pure quantitative score given to P3.0 projects by NCDOT;
- The Division Offices and MPO also should have input into the local point allocation; and
- Local points would be set aside for non-highway projects to reflect the same percentage of funding the MPO endorsed for non-highway projects in its MTP revenue assumptions;

Mr. Landa then provided an example of how the methodology would work. He also noted that the local points for non-highway projects are intended to be spread among each non-highway mode. Finally, Mr. Landa reiterated that the methodology must be approved by NCDOT, and recommended that the TCC release the draft methodology for review and comment by NCDOT's review committee. Mr. Panicker asked what the NCDOT timeline is for returning comments on the proposed methodology, to which Mr. Landa responded he is not sure. Mr. Coxe suggested using the MPO score for bicycle and pedestrian projects instead of the P3.0 quantitative score. The TCC discussed it briefly, but decided not to amend the criteria at this time. Mr. Landa noted that a two-week public involvement period is also included as a part of the methodology. Finally, he emphasized the short timeline for all P3.0-related activities and encouraged the TCC to respond to all requests from staff in as timely a manner as possible.

Motion:

Ralph Messera made a motion to recommend that the draft P3.0 local input point methodology be submitted to NCDOT for review and comment. Ms. Martel seconded the motion. The motion passed unanimously.

7. Transportation Improvement Program 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 indicated that a kickoff meeting was held in December, the outcome of which is to focus on developing a financial plan for the first four years of the current TIP. He explained the process for developing the Plan, including the funding estimates and ensuring that the project costs and revenues received can be justified. It was stated that the TIP Financial Plan approval is anticipated to be requested at the February MPO meeting. Ms. Barren, with the Federal Highway Administration (FHWA), indicated that she would like to review the plan before it is approved by the MPO.

Mr. Hansen announced that the Centralina COG will be hosting an upcoming freight planning workshop sponsored by the National Highway Institute, and that space is still available.

8. TIP Project U-5107: Marion Diehl Center

Presenter: Robert Cook

Summary/FYI:

Mr. Cook provided the TCC with a brief update about funding associated with a project near Queens University. He indicated that the TCC already took action to recommend that the MPO approve a TIP amendment to shift funds from FY 2013 to FY 2015, but that the TCC also requested that staff follow up with the university to clarify the project proposed to be funded. He noted that the response he received was consistent with a project that the Charlotte DOT discussed with the university, but that something in writing is still being pursued for further clarification.

9. TCC Bylaws

Presenter: Robert Cook

Summary/FYI:

Mr. Cook informed the TCC that the Bylaws committee met on December 16, and the focus was primarily the MPO Bylaws and not the TCC Bylaws. He indicated that the next Bylaws meeting will be held on January 16. He highlighted some of the TCC items discussed at the December Bylaws meeting as follows:

- Whether to including the FHWA and NCDOT Public Transportation Division as non-voting members of the TCC;
- Changing the quorum requirement to 40% of the membership (opposed to the current 50%);
- Whether attendance should impact voting rights (as it currently does);
- Including a public comment period on TCC agendas; and
- How to determine the focus area representatives, and their term lengths.

10. NO₂ National Ambient Air Quality Standard (NAAQS) Update

Presenter: Eric Moore, LUESA-Air Quality

Summary/FYI:

Mr. Moore provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He began by presenting some background information about new monitoring requirements for nitrogen dioxide (NO₂) that were established by the Environmental Protection Agency (EPA) in January 2010, specifically that a near road monitor is now required. He stated that a location in Charlotte for a near road monitor has been chosen within the I-77 corridor, north of Uptown Charlotte. Mr. Moore discussed some of the requirements of the monitor, and also some of the challenges of determining a site. He concluded by noting that a three-year period of data collection is necessary to determine if the region meets the new NO₂ standard, so we will have to wait until the results are in to find out how the Charlotte region is doing.

11. FY 2015 Unified Planning Work Program (UPWP)

Presenter: Robert Cook

Summary/FYI:

Mr. Cook provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). He first drew the TCC's attention to the UPWP budget, specifically the unobligated balance of \$580,383. He explained that a decision would have to be made regarding how much of the unobligated balance to program, indicating that by programming more funding the MPO could accomplish more work, but that it will also increase the local shares paid by each CRTPO member jurisdiction. He suggested that a more detailed discussion is necessary to sort out the details and ramifications, and recommended the item be included on a transportation staff meeting agenda.

Mr. Cook then provided information about local planning projects that were proposed to be included as a part of the FY 2015 UPWP, including proposals by Cornelius, Huntersville, Indian Trail and Troutman. He also presented some potential projects that could be undertaken if the unobligated funds were to be programmed, which include ramp metering, an I-77 corridor study, and modeling activities, among others.

12. CATS 2012 JARC and New Freedom Project Solicitation

Presenter: LaPronda Spann, Lain Consulting

Summary/FYI:

Ms. Spann provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). Her presentation outlined the background and eligibility for Job Access and Reverse Commute (JARC) and New Freedom projects, noting that CATS is the direct recipient of the funds, and that a competitive process is required in order to allocate the funds. She noted that depending on the type of project, there are specific local match requirements. After providing information about the solicitation process, she stated that six projects were received and scored by the designated review committee, two of which were recommended for funding. She explained the reasons for recommending funding to the two projects selected, and provided a funding summary. No action was requested.

13. Enhanced Mobility of Seniors & Individuals with Disabilities Program

Presenter: Robert Cook

Summary/FYI:

Mr. Cook stated that this item is on the agenda to provide the TCC with information about the need to determine a direct recipient for federal Section 5310 funds. He noted that in the past CATS has been

designated the recipient of similar funding, so they will need to be involved in the conversation. He also requested that a meeting to begin this discussion be scheduled in February.

14. Upcoming Issues

Mr. McLamb announced that a workshop will be held to provide information about Indian Trail Road at South Piedmont Community College in Monroe on January 21 from 5:00-8:00 PM.

Scott Cole announced that NCDOT's Division 10 office will hold an outreach meeting to solicit projects for P3.0 on January 30. David Keilson announced that NCDOT's Division 12 will be holding a similar outreach meeting to solicit projects in that Division, which is tentatively scheduled for January 15.

Gwen Cook announced that Mecklenburg County is updating its greenway master plan, which will include the addition of the Mooresville to Charlotte Trail.

15. Adjourn: The meeting was adjourned at 12:00 PM.