

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
May 7, 2015

Voting Members: *Vice-Chair* – Joe Lesch (Union County), Norm Steinman – alt for Danny Pleasant (CDOT), Jonathan Wells – alt for Ed McKinney (C-M Planning), David McDonald (CATS), Becky Chambers – alt for Dan Leaver (Charlotte E&PM), Andrew Grant (Cornelius), Travis Johnson (Davidson), Bill Coxe (Huntersville), Adam McLamb – alt for Scott Kaufhold (Indian Trail), Matthew Todd (Iredell County), Fern Shubert (Marshville), Ralph Messera (Matthews), Steve Frey (Mint Hill), Jim Loyd – alt for Lisa Stiwinter (Monroe), Kelsie Anderson (Mooresville), Louis Mitchell (NCDOT – Div. 10), David Keilson – alt for Reuben Chandler (NCDOT – Div. 12), Anil Panicker (NCDOT-TPB), Travis Morgan (Pineville), Chris Easterly (Stallings), Sherry Ashley (Statesville), Erika Martin (Troutman), Ken Tippet (Bicycle Focus Area Representative), Scott Curry (Pedestrian Focus Area Representative)

Staff: Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Candice Leonard (CRTPO), Scott Cole (NCDOT – Div. 10), Jeff Sloop (NCDOT), Stuart Basham (NCDOT – Div. 10), Lee Ainsworth (NCDOT-Div. 10), Fred Burton (NCDOT – Div. 10), Andy Grzymiski (CDOT), Matt Magnasco (CDOT), Kevin Brickman (Mecklenburg County Park & Rec), Chris Breedlove (Mint Hill), Andrew Ventresca (Statesville)

Guests: Lynn Purnell (PB), Todd Steiss (PB), Steve Blakley (Kimley-Horn), Dillon Turner (Kimley-Horn), Nikki Honeycutt (STV), Justin Carroll (STV), Paige Hunter (HNTB)

Joe Lesch opened the meeting at 10:00 a.m. TCC members and guests introduced themselves.

1. Adoption of the Agenda

Mr. Lesch explained that there was a request by CATS to add a business item regarding the consideration of CRTPO endorsement of two TIGER grants. There were no additional adjustments to the agenda. The May agenda with the addition of a new business agenda item was adopted by acclamation.

2. Consideration of Consent Agenda

Mr. Lesch explained that the consent agenda for the May meeting contained the April TCC meeting minutes.

Motion:

Bill Coxe made a motion to adopt the consent agenda. Ken Tippet seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

CATS Request for Endorsement of TIGER Grants

Presenter: David McDonald, CATS

Summary/Action Requested:

Mr. McDonald explained that there are two potential TIGER 7 grants that CATS has been involved with the application process. The first application is a Charlotte Regional Multimodal fare collection system that would utilize smartcard technology. This application would partner with an area bank to encourage smartcard users to link this technology to their checking accounts. Mr. McDonald explained that there would be a call for partnership, and a bank would be selected based upon a competitive process if CATS was awarded the grant.

He explained that the second TIGER grant has been initiated by NCDOT with the support of CATS to advance the construction of Charlotte's Gateway station, which would serve CATS, Greyhound bus and Amtrak rail services.

Mr. McDonald stated that he is seeking an endorsement by CRTPO for both TIGER 7 applications.

Motion:

Norm Steinman made a motion to recommend to the MPO that it consider supporting the two TIGER 7 grant applications that CATS has presented. Ralph Messera seconded the motion. Upon being put to a vote, the motion passed unanimously.

3a. Transportation Alternatives Program Funding

Presenter: Curtis Bridges

Summary/Action Requested:

Mr. Bridges provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

- Mr. Bridges began his presentation by explaining that the Transportation Alternatives Program (TAP) was authorized under MAP-21, as a combination of previous funding sources (i.e. Safe Routes to School, Recreational Trails). He explained that TAP is a reimbursement program where locals must contribute at least 20% of the project cost.
- CRTPO has \$3.6 Million available in TAP funding and anticipates \$1.2 million for the duration of federal authorization.
- He explained that FHWA has required that MPOs must develop an independent methodology to prioritize TAP funds.
- Mr. Bridges led the TCC through the proposed TAP criteria that has been developed by the Bicycle and Pedestrian Work Group.
 - Connectivity & Place-Making
 - Feasibility & Cost
 - Safety
 - Health & Environment
- He explained that this methodology was based upon CRTPO's adopted bicycle and pedestrian project ranking methodology. The TAP methodology is an enhanced version and could ultimately replace the existing methodology.

Mr. Bridges concluded his presentation indicating that he is seeking TCC approval of the methodology and recommending to the MPO that it approve the opening of a 21-day public comment period.

Following Mr. Bridges presentation, TCC members commented on the topic and asked questions.

Mr. Coxe asked if private schools could submit projects to CRTPO for consideration of TAP funds. Mr. Bridges would follow up on this question but he thought it was unlikely private schools could participate. Jonathan Wells inquired if local school districts were involved in the development of the TAP methodology. Mr. Bridges explained that the school districts were not engaged in the development of the methodology but they will be informed of the 21-day public comment period and the call for projects in August. Mr. Tippetts added that the Mecklenburg County Safe Routes to School Coordinator was involved in the development of the methodology. Anil Panicker asked if a single project could be submitted for the entirety of CRTPO's annual TAP allocation. Mr. Bridges explained that the Bicycle and Pedestrian Work Group has intended to fund multiple projects each year with TAP funds. He also indicated that there is a reserve of unappropriated TAP funds from previous fiscal years.

Motion:

Mr. Messera made a motion to approve the TAP methodology and recommend to the MPO that it open a 21-day public comment period. Mr. Coxe seconded the motion. The motion passed unanimously.

3b. John Kirk Road Thoroughfare Plan Amendment

Presenter: Steve Blakley, Kimley-Horn

Summary/Action Requested:

Mr. Blakley provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

- Mr. Blakley began his presentation by reviewing the Thoroughfare Plan map that depicts the functional classifications of John Kirk Road and other facilities adjacent to UNC-Charlotte.
- Next, he explained the redevelopment plans that UNC-Charlotte has undertaken for the East Village portion of the campus.
- He explained that Mallard Creek Church Road was realigned to the east of campus, and the old portion of the roadway was named John Kirk Road. John Kirk Road was never reclassified from a major thoroughfare to a minor thoroughfare following the realignment of Mallard Creek Church Road.
- Mr. Blakley explained that the results of the traffic analysis indicate that the majority of current and anticipated peak hour traffic accesses campus along John Kirk Road from Mallard Creek Church Road and NC 49.
- Based upon these findings, the consensus is to realign John Kirk Drive directly into Cameron Boulevard.

Mr. Blakley concluded his presentation by explaining he was seeking approval to begin the public input process to modify John Kirk Drive from a major thoroughfare to a minor thoroughfare, and to reconfigure the intersection geometry of John Kirk Drive at Cameron Boulevard.

Following Mr. Blakley's presentation, TCC members commented on the topic and asked questions.

Mr. Panicker asked about the ownership of the right-of-way once John Kirk Road is realigned. Louis Mitchell explained that the right-of-way maintenance responsibilities have been transferred from NCDOT to the City of Charlotte. Mr. Blakley added that the remnant curve would become abandoned right-of-way. Scott Cole inquired about the timeframe for the completion of the realignment and intersection modifications, adding that a project will begin in this area to lower NC 49 by 12 to 16 feet and widen the roadway in 2021. Mr. Blakley did not provide an exact date, but he explained that the road realignment and intersection work would be coordinated with the campus redevelopment.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it consider opening a public input period on the proposal to modify John Kirk Drive from a major thoroughfare to a minor thoroughfare, and to reconfigure the intersection geometry of John Kirk Drive at Cameron Boulevard. Mr. McDonald seconded the motion. Upon being put to a vote, the motion passed unanimously.

3c. Mooresville CMAQ Projects Re-Appropriation Request

Presenter: Kelsie Anderson, Town of Mooresville

Summary/Action Requested:

Ms. Anderson explained that the Town of Mooresville approved a resolution at the May 4 meeting to refuse the CMAQ funds for the following projects:

- C-5201: NC 115 Bicycle Lanes between the Iredell-Mecklenburg County Line and Norman Drive
 - Awarded CMAQ amount: \$1.8 Million
 - Reason for refusal: Funding is not sufficient to complete the preliminary engineering or right-of-way acquisition
- C-5528: NC 150 & Talbert Road Southbound Right Turn Lane
 - Awarded CMAQ amount: \$280,000
 - Reasons for refusal: The opening of the I-77 & Brawley School Road Interchange (Exit 35) has re-distributed the traffic volumes in this area and this improvement will be constructed as part of the NC 150 widening project (R-2307)

Ms. Anderson explained that Mooresville had been awarded funds for these projects when the Town was a part of the now defunct, Lake Norman Rural Planning Organization (LNRPO), and priorities have since changed. She explained that Mooresville would like to refuse the funds for C-5201 and C-5528 and re-appropriate them to the following projects:

- NC 801 & NC 150 Intersection Improvements
 - Requested CMAQ funded phases: Right-of-Way and Construction
 - Requested CMAQ amount: \$1,069,976
- C-5200: NC 115 & NC 150 Intersection Improvements
 - Requested CMAQ funded phases: Preliminary Engineering, Right-of-Way and Construction
 - Requested Additional CMAQ amount: \$397,883
- C-5529: NC 115 & Faith Road/Campus Lane Intersection Improvements
 - Requested CMAQ funded phases: Preliminary Engineering, Right-of-Way and Construction
 - Requested additional CMAQ amount: \$397,883
- C-5531: Mooresville School Sidewalk Network
 - Requested CMAQ Funded Phases: Right-of-way and Construction

- Requested additional CMAQ amount: \$458,516

Mr. Tippet explained that he understood that more than half of the NC 115 Bicycle Lane project is outside of Mooresville's Town Limits, however; he had concerns with refusing the funds associated with this project because of the popularity that the route has with cyclists. He asked Ms. Anderson if Mooresville was still interested in advancing their portion of the Mooresville to Charlotte Trail. Ms. Anderson stated that the Mooresville to Charlotte Trail is currently on the Town's secondary list for bond funding, and staff will be working to identify an appropriate trail alignment and segments that are feasible for an initial round of funding.

Mr. Coxe reminded the TCC that typically locally administered funds that are refused by a community would go back to the ranking subcommittee, however in this case Mooresville was awarded these funds through the defunct LNRPO. He suggested that communities should not make a habit of continually applying for and then refusing these locally administered funds.

Motion:

Mr. McDonald made a motion to recommend to the MPO that it consider approving the refusal of the CMAQ funds associated with the NC 115 Bicycle Lane Project (C-5201) and the NC 115 & Talbert Road (C-5528) project and re-appropriate these funds to the NC 801 & NC 150 project, the NC 115 & NC 150 project (C-5200), the NC 115 & Faith Road/Campus Lane project (C-5529), and the Mooresville School Sidewalk project (C-5531). Sherry Ashley seconded the motion. The motion passed unanimously.

3d. Functional Classification System Amendments

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook explained that the functional classification system is a means to determine funding eligibility for roadway projects. He indicated that amendments to the system maps are necessary in order for projects funded with Bonus Allocation and STP-DA funds to proceed. Specifically, amendments are necessary to reclassify several roadways from 'local' to 'minor collector' in order for federal funds to be allocated to projects on those roads. The amendments can be viewed [here](#).

Motion:

Mr. Coxe made a motion to recommend to the MPO that it consider endorsing changes to the functional classification system. Mr. McDonald seconded the motion. Upon being put to a vote, the motion passed unanimously.

3e. MPO Self-Certification

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook indicated that the Code of Federal Regulations (23 CFR 450.334) requires MPOs to annually certify to the FHWA and Federal Transit Administration (FTA) that the transportation planning process addresses all major issues facing the MPO and is being conducted in accordance with all applicable requirements. The MPO self-certification form lists laws, statutes, and regulations that are relevant to MPOs. CRTPO's self-certification was discussed at a Transportation Staff meeting to ensure that the

organization meets the applicable standards set forth by the FHWA. The self-certification checklist can be viewed [here](#).

Motion:

Mr. McDonald made a motion to recommend that the MPO adopt a resolution certifying CRTPO's compliance with all federal transportation planning laws, statutes, etc. during FY 2015. Mr. Wells seconded the motion. The motion passed unanimously.

3f. FY 2015 UPWP Amendment

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook stated that The Town of Cornelius was allocated \$52,725 in the FY 2015 UPWP to analyze the intersection of Torrence Chapel Road and W. Catawba Avenue. The project has been delayed due to difficulties working out a specific scope of study, coordinating with NCDOT and obtaining a Municipal Agreement. He explained that the requested action was to officially delete this project from the FY 2015 UPWP since it has already been carried over into the FY 2016 UPWP.

Motion:

Mr. McDonald made a motion to Recommend that the MPO consider amending the FY 2015 UPWP to delete the Torrence Chapel Road and West Catawba Avenue intersection project. Mr. Coxe seconded the motion. The motion passed unanimously.

3g. FY 2016 UPWP Amendment

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook explained that the requested action is to recommend to the MPO that it consider appropriating the fund balance of \$29,000 remaining from the MPO's unobligated balance of Planning (PL) funds to fund Phase 1 of the Business Plan & Station Development study of the Charlotte Gateway Station.

He explained that a TIGER VI grant was awarded to:

- Conduct a real estate and transportation system analysis;
- Conduct a transit oriented development technical analysis; and,
- Prepare a programming and conceptual plan of the main block (existing Greyhound facility).

Mr. Cook explained that the Business Plan & Station Development study is needed to:

- Review best practices and lessons learned from peer facilities (based on passenger volume).
- Determine space allocation for retail, office and event hosting space to offset operating costs and to provide customer amenities.
- Develop required Amtrak crew space, ticketing and potential office space.
- Build an annual operations and maintenance cost model for the station.

Loretta Barren stated that traditionally tasks such as "event hosting space allocation," "real estate market", and "expected market rents" have not been eligible for PL funds, however; the text should be modified to support financial constraint and feasibility of the project.

Motion:

Mr. Steinman made a motion to recommend to the MPO that it consider appropriating the fund balance of \$29,000 remaining from the MPO's unobligated balance of PL funds to fund Phase 1 of the Business Plan & Station Development study of the Charlotte Gateway Station. Mr. McDonald seconded the motion. The motion passed unanimously.

TCC INFORMATION REPORTS

4a. 2016-2025 Transportation Improvement Program

Presenter: Neil Burke

Summary:

Mr. Burke began his presentation by providing a summary of feedback received from the MPO regarding public involvement on the TIP. MPO members expressed a preference for a joint MPO/TCC workshop to be held on June 17 prior to the MPO meeting. He also stated that staff was directed by NCDOT-Program Development Branch to work with Bonus Allocation and STP-DA project sponsors to develop preliminary project schedules and cost breakdowns for right-of-way and construction activities. Mr. Burke also explained that staff will begin working with a consultant on the TIP financial plan.

4b. P4.0 Work Group Update

Presenter: Neil Burke

Summary:

Mr. Burke provided information to the TCC via a Power Point presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

- The SPOT office has recommended reducing the number of highway projects in the database from its current value of approximately 1,700 down to 1,000 projects. Once the Work Group has agreed on a strategy to reduce the number of projects in the SPOT database, then the number of local input points per MPO/RPO and Division will be discussed.
- There has been discussion regarding the reduction in weight of the Division Engineers local input points for P4.0. Staff has appreciated the high degree of communication and collaboration on local input points assignment with Divisions 10 and 12 and supports the Division Engineers having an equal weight to MPOs and RPOs for P4.0.
- The P4.0 Work Group is recommending that normalization between highway and non-highway modes is calculated in the same manner as P3.0 with a minimum of 90% of the funds allocated to highway projects; 4% to non-highway; and 6% competition between all modes based upon the calculated quantitative scores.
- Mr. Burke reviewed the recommended changes to highway criteria weights indicating that the benefit cost and congestion variables still comprise the greatest percentages of the highway congestion calculation by STI tier.
- Mr. Burke concluded his presentation by reviewing the schedule for P4.0 by explaining that this process will begin for CRTPO this summer with modifications to existing projects in the SPOT database occurring in July and the submittal of new projects for P4.0 scoring in September.

Following Mr. Burke's presentation, TCC members and guests commented on the topic and asked questions.

Mr. Coxe suggested that the P4.0 Work Group consider the removal of a smaller amount of projects from the SPOT database, perhaps as low as 20%. Fern Shubert expressed concern that smaller communities would bear a disproportionate impact when low-scoring projects are removed from the SPOT database. Mr. Mitchell reminded the TCC that any project that received local input points during P3.0 would not be removed from the SPOT database.

Motions:

Mr. Coxe made a motion to add the TCC's position on the issue of Division Engineer Local Input Points as an action item to this agenda. Ms. Shubert seconded the motion. The motion passed unanimously.

Mr. Coxe made a motion to recommend that the weight of MPOs/RPOs and Division Engineers remain equal for P4.0, and that communication between the MPOs/RPOs and Division Engineers is improved for P4.0. Mr. Steinman seconded the motion. Mr. Mitchell and David Keilson recused themselves from voting on this motion.

4c. Managed Lanes Facilities Vehicular Occupancy Policy

Presenter: Norm Steinman

Summary:

Presentation was deferred to a future TCC meeting.

4d. CONNECT/2045 MTP Work Group

Presenter: Jonathan Wells

Summary:

Mr. Wells explained that the purpose of this Work Group is to examine the deliverables and final outcomes from the CONNECT study and determine the data that can be used in the development of the 2045 MTP. To date, the Work Group had two meetings and determined that 37 of the 79 CONNECT study implementation tools may have some utility in the development of the 2045 MTP. Mr. Wells explained that one of the issues that the work group will continue to discuss is the use of the preferred growth scenario from the CONNECT study, and its applicability in the 2045 MTP.

OTHER REPORTS

5a. NCDOT Report

Mr. Cole from NCDOT-Division 10 provided updates on the following ongoing projects:

- I-485 Final Segment between I-77 and I-85: The contract completion date for this project is July 21, but NCDOT hopes to complete this project and have it open to traffic by Mid-June, weather permitting.
- There is a resurfacing project on I-485 between Rea Road and US 74 that will begin after Memorial Day.

5b. Bicycle and Pedestrian Work Group Report

Mr. Bridges provided an update on recent Work Group initiatives and offered a preview of agenda topics for this afternoon's meeting. His PowerPoint presentation can be viewed [here](#).

5c. Upcoming Issues

Mr. Burke had two announcements:

- Staff has started a process with NCDOT-TPB to determine the amount of CMAQ funding available in fiscal years 2016 and 2017. He indicated that the MPO has already approved a list of CMAQ projects in 2012 and the projects can be viewed [here](#). Staff is in the process of investigating the status of the projects approved in 2012.
- He stated that the Centralina COG has announced that CDM Smith was selected as the consultant for the Regional Freight Study.

Mr. Lesch announced that a public meeting for the proposed Mount Holly Road Thoroughfare Plan Amendment will be held on May 21 at the Shady Grove Baptist Church, 2940 Belmeade Drive in Charlotte.

6. Adjourn: Mr. Lesch determined that the agenda had been adequately completed and adjourned the meeting at 12:00 p.m.