

**CRTPO TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**Charlotte-Mecklenburg Government Center**  
**Room 267**  
**March 3, 2016**

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**Voting Members:** *Chair* - Danny Pleasant (CDOT), *Vice-Chair* - Bill Coxe (Huntersville), David McDonald (CATS), Dan Leaver (Charlotte E+PM), Jonathan Wells – alt for Ed McKinney (C-M Planning), Andrew Grant (Cornelius), Travis Johnson (Davidson), Adam McLamb – alt for Scott Kaufhold (Indian Trail), Barry Whitesides – alt for Matthew Todd (Iredell County), CJ O’Neill (Matthews), Lisa Stiwinter (Monroe), Kelsie Anderson ( Mooresville), Stuart Basham – alt for Scott Cole (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT- Div. 12), Linda Dosse (NCDOT-TPB), Sherry Ashley (Statesville), Joe Lesch (Union County), Dennis Rorie (Waxhaw), Julian Burton (Weddington), Ken Tippette (Bicycle Focus Area Representative), Scott Curry (Pedestrian Focus Area Representative), Gwen Cook (Greenway Area Representative)

**Staff:** Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Candice Leonard (CRTPO), Brian Horton (CATS), John Rose (CATS), Norm Steinman (CDOT), Andy Grzymiski (CDOT), Warren Cooksey (NCDOT-Div. 10), Wendy Taylor (NCDOT-Div. 10), Lee Ainsworth (NCDOT-Div. 10), Loretta Barren (FHWA), Joyce Figueroa (Mecklenburg County Park and Rec), Jim Loyd (Monroe)

**Guests:** Bill Thunberg (LNTC), Todd Steiss (WSP/PB), Yolanda DeLong (Parsons), Steve Blakley (Kimley Horn), Greg Boulanger (HNTB), Kevin Walsh (HDR)

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

**1. Adoption of the Agenda**

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

**2. Consideration of Consent Agenda**

Mr. Pleasant explained that the consent agenda for the March meeting contained the February 4 TCC Meeting Minutes and TIP amendments for two intersection improvement projects in Iredell County that were erroneously omitted from CRTPO’s MTIP but were included in the Statewide TIP.

Motion:

Joe Lesch made a motion to adopt the consent agenda. Bill Coxe seconded the motion. The motion passed unanimously.

**TCC BUSINESS ITEMS**

**3a. Bonus Allocation Reprogramming Recommendation**

Presenter: Kelsie Anderson

Summary/Action Requested:

Ms. Anderson 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:

- Ms. Anderson was presenting a recommendation on behalf of the Project Oversight Committee (POC). The TCC and MPO received information reports on this item in February and action is requested today.
- Ms. Anderson explained that the US 21 widening project (U-5767) in Cornelius was initially approved for BA funding in the amount of \$23 million.
- NCDOT has approved additional state revenue to accelerate and fund U-5767, therefore the POC has developed a recommendation to reallocate the \$23 million in BA funds that were initially programmed to this project.
- The Project Oversight Committee (POC) developed a recommendation as to how the Bonus Allocation funds should be reprogrammed.
- The POC reviewed the Bonus Allocation tier 2 project lists, however; none of the projects on this list could be funded with the \$23 million.
- Ms. Anderson explained that the POC recommended that the over-programming in the Statewide Mobility (\$10.9 million) and Regional Impact (\$4.9 million) tiers should be addressed, \$4.5 million should be allocated to the US 21 & Gilead Road intersection improvement project, which would free up \$3.6 million in STP-DA, and \$2.7 million should be allocated to address project contingencies in the Regional Impact tier.

Andrew Grant suggested that the Project Oversight Committee consider recommending the allocation of available STP-DA funds to resolve the \$5.3 million funding gap. The STI law caps funding at the Division Needs tier to \$20.9 Million for the I-77 Express Lanes Bonus Allocation funding, and Mr. Grant wanted to ensure that all jurisdictions with these funds can advance their projects within the given timeframe.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it consider approving the reallocation of Bonus Allocation funds based upon the recommendation developed by the Project Oversight Committee. Mr. Lesch seconded the motion. Upon being put to a vote, the motion passed unanimously.

**3b. FY 2017 Unified Planning Work Program Update**

Presenter: Robert Cook

Summary/Action Requested:

- Mr. Cook reviewed the anticipated UPWP funding summary based upon the FY 2016 amounts.
- He then reviewed the five local planning projects that the UPWP subcommittee had recommended for approval; noting Mooresville has retracted its support for the Road Connections Prioritization Study.
  - It is recommended that the \$100,000 allocated to this project are re-appropriated to MTP-related tasks (IV-1)
- Two FY 2016 projects are in progress and it is recommended that these projects are carried over into the FY 2017 UPWP.
- Mr. Cook indicated that the UPWP subcommittee has recommended the FY 2017 UPWP for adoption.

Motion:

Mr. Coxe made the motion to recommend to the MPO that it adopt the FY 2017 UPWP and to reallocate the additional \$100,000 from the cancelled Mooresville local project to the UPWP task code IV-1 to support additional MTP tasks. David McDonald seconded the motion. The motion passed unanimously

**3c. 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.

Motion:

Lisa Stiwinter 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 2016. Mr. McDonald seconded the motion. The motion passed unanimously.

**3d. Prioritization 4.0**

**Presenter:** Neil Burke

Summary/Action Requested:

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:

- Mr. Burke explained that CRTPO will need to adopt a P4.0 Local Input Points methodology and submit to the SPOT office prior to April 1, 2016.
- He provided an overview of CRTPO's local input points methodology and the assumptions that are used in the allocation of local input points.
- MPO delegates had expressed support for separate comment periods and allocations periods for Regional Impact and Division Needs local input points during the meetings in February, therefore it is suggested that CRTPO consider two public comment periods and two point allocation periods for P4.0.
- Mr. Burke concluded his presentation by indicating that the TCC is requested to take action to recommend to the MPO that it endorse the CRTPO's local input points methodology for P4.0.

Stuart Basham stated that both CRTPO and Division 10 receive 2,500 points in the Regional Impact and Division Needs tiers, however Division 10 also has another MPO and RPO to consider in P4.0. Mr. Basham explained that it will not be possible for Division 10 to allocate a corresponding assignment of points for every CRTPO project.

Motion:

Mr. Coxe made a motion to recommend that the MPO endorse the P4.0 local input points methodology and a public involvement strategy for P4.0. Ms. Stiwinter seconded the motion. The motion passed unananimously.

## **TCC Information Reports**

### **4a. CRTPO Bicycle Suitability Map**

Presenter: Ken Tippette, and Robert Patten and Eli Glazier, Toole Design Group

Summary:

Information was provided 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. Tippette stated that CRTPO awarded FY 2016 UPWP funding to complete an update of the Bicycle Suitability Map.
- He explained that the previous version of the Bicycle Suitability Map was completed in 1998, and significant changes to the MPO's planning area required an update to the map.
- Mr. Tippette explained that the project is on track for completion prior to June 30, and the purpose of today's presentation was to provide a status update on the work effort to date.
- Mr. Patten explained that the scope of this work effort is to conduct a technical suitability analysis, gather public input using an online interactive map, and conduct public meetings.
- Mr. Glazier stated that the suitability analysis methodology considers the vehicular ADT, number of travel lanes, speed limit, and presence of four-foot shoulder or bicycle lanes.
- He explained that public meetings have been held this week in each of the three CRTPO counties, and approximately 45 citizens have attended the meetings.
- Mr. Glazier stated that each morning before the public meetings, an on-road suitability evaluation was conducted where the project team would record a bike ride in the particular county, and subsequently rate the suitability of the ride. The team then asked for the public meeting attendee comment on the video and suitability rating.
- Mr. Patten concluded the presentation by indicating that a final map will be presented to TCC at the May 2016 meeting.

### **4b. Project Oversight Committee Update**

Presenter: Bill Coxe

Summary:

- Mr. Coxe explained that the Project Oversight Committee has held nine meetings since its inception six months ago.
- During this time, the POC has tracked the current status of CMAQ, STP-DA, and Bonus Allocation projects, and recommended TIP amendments as necessary.
- The POC has developed a recommendation for the re-programming of Bonus Allocation funds.
- Mr. Coxe explained that the POC is in the process of developing recommendations for the reallocation of STP-DA funds that have returned to CRTPO as a result of additional state revenues.

- The POC has a draft recommendation of existing STP-DA projects that should receive additional funding. Mr. Coxe reviewed the POC recommended list of projects, and explained that this would be an action item at the April TCC meeting.
  - Mr. Coxe explained that the POC has recommended a policy that member jurisdictions should only be eligible to receive supplementary STP-DA funds one additional time to complete the project.
- It is anticipated that a call for new STP-DA projects could begin within the next two months, pending the development of a criteria for prioritizing the submittals.
  - One of the potential criteria is the provision to allocate 20% of the available STP-DA funds to non-highway modes.
  - The POC will ensure that quality cost estimates are being utilized.
- Mr. Coxe explained that future discretionary funding prioritization efforts should focus on placemaking instead of resolving roadway congestion issues.

Mr. Burke explained that there is roughly \$39 million available for STP-DA projects, and the Project Oversight Committee will develop a criterion for prioritizing requests. He explained that it is likely that a 30-day call for projects could be issued following the April TCC meeting.

#### **4c. Coordinated Human Services Transportation Plan**

Presenter: Brian Horton, CATS

##### Summary:

Mr. Horton 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. Horton explained that this plan provides guidance and focus for short-term capital projects, operating assistance, and operating strategies related to fixed-route and paratransit services for low-income households, seniors and individuals living with disabilities.
- He explained that the plan focus is to define transportation needs and identify a framework for prioritizing projects.
- FTA requires a locally developed, coordinated plan to distribute the Section 5310 program funds.
- Mr. Horton explained the public involvement components to this plan which includes meeting with stakeholders and an online survey.
- He explained that the plan recommendations will be presented to the TCC in May and in June for a recommendation to the MPO for endorsement.

Mr. Coxe inquired about the co-mingling of trips amongst various public transportation clients. Mr. Horton explained that CATS understands that the nature of public transportation is changing and they would like to be the organizing agency for multi-modal trips in the region.

Mr. Lesch wanted to ensure that Iredell and Union Counties were included in the stakeholder process. Mr. Horton stated that Iredell and Union Counties have been included in the plan development process.

Mr. Wells asked if the school systems within the CRTPO planning area have been included in this plan. Mr. Horton responded to indicate that CMS has been involved in the countywide transit plan for Mecklenburg County, but the school systems have not yet been engaged in this planning effort.

#### **4d. Comprehensive Transportation Plan**

Presenter: Robert Cook

##### Summary:

Mr. Cook explained that action to start a public involvement period on the CTP has been delayed to allow staff additional time to finish work on the CTP database and the frequently asked questions document. He also explained that Centralina Council of Governments is under contract to assist with the public involvement process. Mr. Cook stated that helpful feedback has been received from the MPO members following the CTP workshop that was held on February 17. The next step in this process will be to send out a survey to the MPO members to determine if they need additional information prior to taking action on the public involvement period.

#### **OTHER REPORTS**

##### **5a. NCDOT Report**

Stuart Basham from NCDOT-Division 10 provided explained that the contractor for the Independence Boulevard project (U-209B) and the US 29 bridge replacement projects near UNC-Charlotte has gone into default and ceased work on both projects. As a result, both projects were turned over to the bonding company, and they have hired Lane Construction as an interim contractor for site security and erosion control oversight. He explained that a permanent contractor for both projects will be named later this month.

Anil Panicker from NCDOT-Division 12 explained that the completion of the I-40 & I-77 Interchange project (I-3819A) has been delayed from November of 2016 until the spring of 2017. The contractor for the new I-77 Rest Area north of Statesville is preparing to begin construction on the new buildings within the next few weeks.

Linda Dosse stated that Patrick Norman has been appointed to fill Calvin Leggett's position as the Manager for Planning and Program Development Branch of NCDOT effective February 27.

##### **5b. Bicycle and Pedestrian Work Group Report**

Curtis Bridges reviewed the Bicycle and Pedestrian Work Group (BPWG) agenda for the March 3 meeting.

##### **5c. Upcoming Issues**

Mr. Cook recognized Kelsie Anderson's contributions to the TCC and various committees over the past two years. Ms. Anderson is resigning from her position with the Town of Mooresville to accept a position with the Charlotte Department of Transportation.

Loretta Barren announced a call for projects for the eighth round of TIGER funding. Applications are due by April 29.

Mr. Burke announced that the North Carolina Association of MPOs will host its annual conference May 11 through 13 in Greensboro. He also stated that there will be a call for new projects for STP-DA funding within the next few months.

**6. Adjourn:** Mr. Pleasant determined that the agenda had been adequately completed and adjourned the meeting at 11:45 a.m.