

**CRTPO TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**Charlotte-Mecklenburg Government Center**  
**Room 267**  
**April 7, 2016**

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**Voting Members:** *Chair* - Danny Pleasant (CDOT), *Vice-Chair* - Bill Coxe (Huntersville), John Rose – alt for 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), Megan Green (Mecklenburg County-LUESA), Chris Breedlove – alt for Steve Frey (Mint Hill), Lisa Stiwinter (Monroe), Allison Kraft ( Mooresville), Stuart Basham – alt for Scott Cole (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT-Div. 12), Linda Dosse (NCDOT-TPB), Travis Morgan (Pineville), Sherry Ashley (Statesville), Erika Martin (Troutman), Joe Lesch (Union County), Dennis Rorie (Waxhaw), Julian Burton (Weddington), Ken Tippet (Bicycle Focus Area Representative), Scott Curry (Pedestrian Focus Area Representative), Joyce Figueroa – alt for Gwen Cook (Greenway Area Representative), Dick Winters (Public Health Focus Area Representative)

**Staff:** Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Candice Leonard (CRTPO), Jason Lawrence (CATS), Brian Nadolny (CATS), Norm Steinman (CDOT), Allison Nelson (Mecklenburg County), Warren Cooksey (NCDOT-Div. 10), Wendy Taylor (NCDOT-Div. 10), Lee Ainsworth (NCDOT-Div. 10), Jeff Sloop (NCDOT), Loretta Barren (FHWA), Jim Loyd (Monroe)

**Guests:** Bill Thunberg (LNTC), Todd Steiss (WSP/PB), Yolanda DeLong (Parsons), Travis Pollack (AECOM), Tony Tagliaferri (VHB), Meg Fencil (Sustain Charlotte), Eric Seckinger (HNTB), Roger Diedrich (Sierra Club), Dave Wiggins (Steele Creek Neighborhood Association)

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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 explained that the Prioritization 4.0 action item (Item 3C) would be presented for information only. He asked if any additional changes to the agenda are necessary. Hearing none, the April agenda was adopted by acclamation.

**2. Consideration of Consent Agenda**

Mr. Pleasant explained that the consent agenda for the April meeting contained the March 3 TCC Meeting Minutes and TIP amendments for nine projects throughout the CRTPO planning area. Mr. Burke explained the purpose of each TIP amendment. He also noted two corrections of project limits for Mecklenburg County greenway projects. The southern project limit should be changed from Sam Furr Road to Chilgrove Lane on the McDowell Creek Greenway project, and the southern project limit should be changed from Burnt Mill Road to Ramblewood Lane on the Little Sugar Creek Greenway project. The amendments can be viewed [here](#).

**Motion:**

Dick Winters made a motion to adopt the consent agenda. Bill Coxe seconded the motion. The motion passed unanimously.

## TCC BUSINESS ITEMS

### **3a. Comprehensive Transportation Plan**

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook 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:

- He began the presentation by stating the requested action is to recommend to the MPO that it consider beginning public involvement for the adoption of the CTP maps.
- Progress has been made on the CTP public engagement materials to the point that outreach efforts can begin within a reasonable time period of the April 20 MPO meeting.
- Mr. Cook provided an overview of the public engagement materials, and Curtis Bridges demonstrated the CTP online maps, which will go live once the public comment period begins.
- He stated that Centralina COG has been retained to provide assistance in the development of a PowerPoint presentation with voiceover, and staff support with webinars and open houses.
- In regards to the CTP public involvement effort, Mr. Cook explained that TCC members are the local resource for this regional plan.

Mr. Cook concluded his presentation, and TCC members asked questions and provided comments.

Jonathan Wells inquired about the timing of public involvement relative to CTP modifications as a result of the land development process. Mr. Cook explained that the current CTP maps should be preserved until the end of the public involvement period. However, he did recognize that imminent amendments may arise during the public comment period and they will be handled on a case-by-case basis. Mr. Cook added that the CTP Work Group will be working to develop amendment procedures within the next several months.

Lisa Stiwinter asked about the length of the public engagement period. Mr. Cook responded to explain that staff is still working to develop a framework for public involvement on the CTP, but a public involvement period could begin in April and conclude by the end of July. It is anticipated that the maps and summary of public comments would be presented to the TCC and MPO for information at the August meetings and for adoption during the September meetings.

Mr. Pleasant explained that an adoption schedule for the CTP should be included as part of the public involvement process.

Motion:

Ms. Stiwinter made a motion to recommend to the MPO that it consider beginning a public involvement effort for the adoption of the CTP maps. Anil Panicker seconded the motion. Upon being put to a vote, the motion passed unanimously.

Mr. Pleasant left the meeting at 10:26; therefore Mr. Coxe presided in the role of acting chairman for the remainder of the meeting.

### **3b. STP-DA Allocation Process**

#### **1) Reallocation of STP-DA Funds to Existing Projects**

Presenter: Bill Coxe

##### Summary/Action Requested:

Mr. Coxe explained that the Project Oversight Committee (POC) has developed recommendations for TCC consideration regarding the reallocation of STP-DA funds to existing projects. He provided an overview of the process that is summarized below:

- The POC contacted all project managers with active STP-DA projects to determine if additional funds were needed to complete the projects.
- The POC developed the following criteria for determining the appropriateness of recommending additional STP-DA funds for the projects:
  - Is the project shovel ready within the first four years of the TIP?
  - Loss of opportunity? (Leveraging other funds)
  - Ensure that a portion of the funds are spent on non-highway projects
  - Geographical Distribution
  - Funding Structure
  - Amount of current STP-DA funding vs. Requested STP-DA funding
- Out of the 23 active STP-DA projects, the POC had requests for additional funding from twelve of these projects.
- The POC conducted interviews with the project managers that had requested additional STP-DA funds to gain an understanding of the need for these funds.
- During the February 25 POC meeting, a recommendation was developed to allocate additional funds to five current STP-DA projects at an amount of \$3,466,537. The full STP-DA project list can be viewed [here](#).

Loretta Barren reminded the TCC that when municipalities accept federal funds (including STP-DA) they must have at least two bids to be able to open the bids. If a community only receives one bid for a project, they must re-bid if it is the first time that the project was advertised.

##### Motion:

Joe Lesch made a motion to recommend to the MPO that it approve the reallocation of STP-DA funds to existing projects as proposed by the Project Oversight Committee. Andrew Grant seconded the motion. Upon being put to a vote, the motion passed unanimously.

#### **2) Call for New STP-DA Projects**

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:

- He began his presentation by explaining that CRTPO has a total of \$54.9 million of STP-DA funds available in FY 2021 in the TIP.
- He outlined several options for the programming of these funds:

- Make \$35 million available for the project call. This was the anticipated funding level that was used during the POC's planning process for the call for projects. This strategy would leave funds in reserve to supplement project shortfalls following P4.0.
- Make the entire \$51.4 million available during the project call. This strategy would limit the ability for CRTPO to fund any other projects with STP-DA funds until FY 2022.
- Evaluate the total amount of requested STP-DA funding and make a decision at a later date.
- NCDOT-Program Management has recommended that the unspent STP-DA funds (\$8 million) and the updated federal apportionment funds (\$8.4 million) need to be obligated to projects by FFY 2019.
- Mr. Burke provided an overview of the recommended framework for the call for projects that the POC developed to provide parameters for this process.
- He explained that the POC had developed a criteria based upon elements of CAMPO's LAPP program to evaluate highway and transit projects. The POC recommended that the TAP methodology should be used for scoring bicycle and pedestrian projects.
  - The highway and transit scoring is based upon a total of 100 potential points over five criteria.
  - The four general elements of the TAP criteria are trip generation and connectivity, safety, health and environment, and feasibility and cost.
- Mr. Burke stated that staff will administer call, collect responses, and score all projects. The POC will review the data and preliminary scores for reasonableness.
- He emphasized that line item cost estimates with source of unit costs, date of estimate, and percentages of construction inspection, NCDOT project management, and contingency must be included.
- Mr. Burke provided an overview of the call for project schedule indicating that it is a working target that the TCC and MPO would consider approving the proposed list of new STP-DA projects during the July meetings.

TCC members and staff asked questions and provided comments following Mr. Burke's presentation.

Sherry Ashley explained that the recommendation to supplement existing STP-DA projects with additional funding included several bicycle and pedestrian projects, and we are close to meeting the target for 20% non-highway. Is the framework for new projects intended to target 20% for non-highway? Mr. Coxe responded that the POC suggested a goal of programming 20% of the STP-DA funding available during the new project call to non-highway projects. He added this is contingent upon the quality of the non-highway projects received and their total cost.

Several TCC members expressed concern given the level of detail required to submit a project proposal within a 32-day timeframe. Mr. Burke explained that a July approval target was established to ensure that those municipalities that have imminent project needs can access these funds in a reasonable amount of time.

Adam McLamb asked if projects can be programmed into specific horizon years. Mr. Burke responded that the project submittal will contain an expected schedule, and staff will work with NCDOT-Program Development to attempt to align member jurisdictions desired schedules with cash flow and other funding parameters.

Allison Kraft suggested that the TCC could consider two separate project calls, with an immediate call addressing projects that required gap funding, and the latter request addressing projects that can be programmed in later years. She explained that this two-tiered approach would allow TCC members additional time to compile information for new projects. Mr. Burke suggested that if a second project call is recommended, that it should not be conducted until the end of P4.0 when the draft 2017-2027 TIP is released at the end of 2016.

Brian Nadolny suggested that there may be additional imminent projects that have not been identified. He recommended holding the call for projects as scheduled and evaluating the total requested cost and the quality of the proposals received.

Mr. Lesch suggested that the call for projects window should be extended to sixty days to allow project managers additional time to compile project information. Mr. McLamb suggested a motion could be made to hold the project call as scheduled with the commitment for a second call for projects following the release of the draft TIP.

Erika Martin suggested that a cap should be applied to the current call for projects to prevent the entire \$51.4 from being committed during the first call. Mr. Coxe explained he was hesitant to establish a cap on STP-DA funding until the call for projects window closes.

Motion:

Mr. McLamb made a motion to open a 32-day call for new STP-DA projects and commit to holding another call for STP-DA projects following the release of the draft TIP. Ms. Ashley seconded the motion. The motion passed unanimously.

## **TCC Information Reports**

### **3c. Prioritization 4.0**

Presenter: Neil Burke

Summary:

Mr. Burke explained that the P4.0 project schedule indicated that scores would be released by April 1, 2016. NCDOT has not yet released the P4.0 scores as they are still reviewing the data. He indicated that a modified schedule has not been provided by NCDOT at this time. Mr. Burke suggested that a special TCC meeting may need to be called in April during a Wednesday Transportation Staff Meeting to recommend a list of Regional Impact projects proposed for local input points assignment.

### **4a. LYNX Silver Line/Southeast Corridor Transit Study**

Presenter: Jason Lawrence, CATS

Summary:

Mr. Lawrence 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. Lawrence explained that the purpose of his presentation is to provide an update on the progress made since his December presentation to the TCC on the Southeast Corridor Transit Study.

- Mr. Lawrence stated that this is a long range plan, and it is critical to identify an alignment and protect it against future growth until implementation can occur.
- Mr. Lawrence explained that the Silver Line between Uptown Charlotte and Matthews is one of five transit corridors identified in the 2025 Transit and Land Use Plan.
- He stated that a series of studies undertaken throughout the past decade focused fixed guideway transit away from the US 74 corridor, and thus created the need to undertake a new study to identify a preferred alignment and determine the appropriate transit technology for the future corridor.
- The result of public meetings that are being held this week is that residents prefer a reliable travel time and thus a dedicated right-of-way for light rail technology is most appropriate for the Southeast corridor. Another meeting is scheduled for this evening in the Plaza Midwood neighborhood.
- Mr. Lawrence explained that the current recommended light rail alignment would traverse along the east side of Independence Boulevard and within the Monroe Road corridor.
- Mr. Lawrence provided examples of roadway cross-sections in Charlotte where the Lynx Blue line is located within the median of the roadway as a comparison to locating light rail in the center of Monroe Road. An impact analysis along the Monroe Road corridor revealed that including light rail technology along this street would require twice the amount of the current right-of-way.
- He explained that the alignment of the Southeast corridor in the uptown area will be combined into a future study of the west corridor to the Charlotte-Douglas Airport.
- The MTC will consider endorsing a fixed rail guideway recommendation in the summer of 2016, and CRTPO will consider adopting the alignment and amending the CTP Transit and Rail map.

Mr. Cox suggested that Mr. Lawrence should consider making a subsequent presentation to the TCC regarding the results of the public engagement process.

#### **4b. Federal Certification Review**

Presenter: Loretta Barren

##### Summary:

Ms. Barren explained that the FHWA and FTA are required to jointly review and evaluate the transportation planning process for urbanized areas over 200,000 population at least every four years. She explained that the review consisted of a desk review, a public comment session conducted on December 15, 2015, and an on-site review that was conducted on December 15 and 16, 2015. This effort was summarized in a report which can be viewed [here](#).

Ms. Barren explained that the Title 6 specialist gave CRTPO commendation on its environmental justice planning processes in the 2040 MTP. In addition, Ms. Barren was complimentary of CRTPO's willingness to initiate the CommunityViz scenario planning software into the socioeconomic data process and integrate the software into the development of the 20145 MTP.

She summarized several time-sensitive recommendations made by FHWA for CRTPO. The first recommendation was to complete and execute the planning area agreements with adjacent MPOs by July 1. The second recommendation is for CRTPO to update its public involvement plan by October 1. The third recommendation was for CRTPO to consider hiring a public involvement planner to manage the different outreach requirements.

Mr. Coxe explained that this is the first time that he can recall that CRTPO did not receive at least one corrective action during a certification review. He complimented the CRTPO staff on their efficient work.

#### **4c. 2045 Metropolitan Transportation Plan**

Mr. Coxe stated that due to time limitations, the 2045 MTP update will be presented at an upcoming Transportation Staff Meeting.

#### **4d. Metrolina Region CommunityViz Initiative Update**

Presenter: Curtis Bridges

##### Summary:

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 explained that CRTPO is leading a region-wide effort to transition from the existing socio-economic data collection and forecasting process to a more precise and regionally consistent CommunityViz land use model.
- Mr. Bridges stated that FHWA has advised CRTPO to ensure a consistent process for developing socio-economic data inputs and projections across the CRTPO planning area with the ultimate goal is consistency throughout the Metrolina Model region.
- He explained that three MPOs and one RPO across the region began working with a consultant to develop a CommunityViz model in April 2015. Cabarrus-Rowan MPO is not currently participating in this process.
- Mr. Bridges stated that the socio-economic data developed for the CommunityViz Model will be essential to the preparation of CRTPO's 2045 Metropolitan Transportation Plan.
- The CommunityViz Model will allow for an ongoing link between the regional CONNECT process and future studies and plan development.
- Some of the project deliverables for this effort include updated regional datasets, a Community Viz model for staff, allocated population and employment projections, and streamlined socioeconomic data.
- Mr. Bridges concluded his presentation by stating that the final deliverables for this effort are expected by July of 2016.

#### **OTHER REPORTS**

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

Stuart Basham from NCDOT-Division 10 explained that the bonding company has contracted with Lane Construction to complete the Independence Boulevard project (U-209B) and the US 29 bridge replacement projects near UNC-Charlotte. He anticipates that there will no significant delays with the completion of these projects. Mr. Basham stated that clearing has started in the Hemby Bridge and Lake Park areas for the Monroe Expressway.

Anil Panicker from NCDOT-Division 12 explained that the NC 150 widening project (R-2307) has a signed Environmental Analysis (EA) document. Division 12 will work with Catawba and Iredell Counties as well as the Town of Mooresville on municipal agreements to ensure the multi-use paths are included in the design of this project.

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

Curtis Bridges reviewed the Bicycle and Pedestrian Work Group (BPWG) agenda for the April 7 meeting.

**5c. Upcoming Issues**

Mr. Burke announced that the North Carolina Association of MPOs will host its annual conference May 11 through 13 in Greensboro. The registration price increases on April 18. He mentioned that TIGER applications are due on April 29.

**6. Adjourn:** Mr. Coxe determined that the agenda had been adequately completed and adjourned the meeting at 12:06 p.m.