

TCC MEMBERS

Danny Pleasant, Chair
Charlotte Department of Transportation

Bill Coxe, Vice-Chair
Town of Huntersville

Charlotte Department of Transportation

Charlotte-Douglas International Airport

Charlotte Engineering & Property Management

Charlotte-Mecklenburg Planning Department

Town of Cornelius

Town of Davidson

Town of Fairview

Town of Huntersville

Town of Indian Trail

Iredell County

Town of Marshville

Town of Marvin

Town of Matthews

Mecklenburg County Land Use & Environmental
Services Agency

Metropolitan Transit Commission

Town of Mineral Springs

Town of Mint Hill

City of Monroe

Town of Mooresville

NCDOT - Division 10

NCDOT - Division 12

NCDOT - Public Transportation Division

NCDOT - Transportation Planning Branch

Town of Pineville

Town of Stallings

City of Statesville

Town of Troutman

Union County

Town of Waxhaw

Town of Weddington

Village of Wesley Chapel

Town of Wingate

Bicycle Focus Area Representative

Greenway Focus Area Representative

Pedestrian Focus Area Representative

Public Health Focus Area Representative

Federal Highway Administration

(Ex-officio member)



TECHNICAL COORDINATING COMMITTEE

Agenda Packet

Thursday, December 1, 2016
10:00 a.m.-Noon

Charlotte-Mecklenburg Government Center
Room 267 (Second Floor)
600 East Fourth Street
Charlotte, NC 28202

December 2016 TCC AGENDA ITEMS:

1. Comprehensive Transportation Plan
2. Project Oversight Committee Update
3. Focus Area Representatives Term of Office
4. FY 2018 Unified Planning Work Program

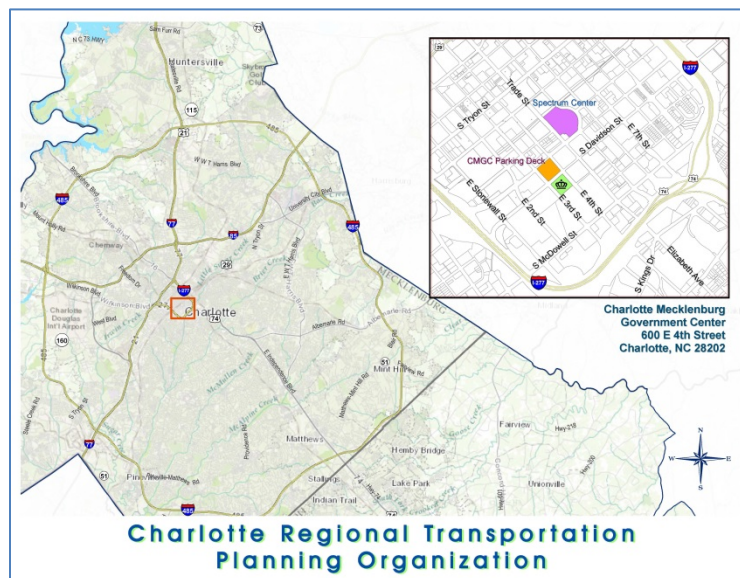
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Title VI Policy

It is the policy of the Charlotte Regional Transportation Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

The Charlotte Regional Transportation Planning Organization coordinates transportation planning initiatives in Iredell, Mecklenburg, and the urbanized portion of Union Counties. The Technical Coordinating Committee (TCC) is the staff arm of CRTPO. The TCC is composed of representatives of various departments and communities that are involved in the transportation planning process, and this committee provides consensus-based technical recommendations to the MPO board.

Unless otherwise noted, CRTPO TCC and MPO meetings are held in Room 267 (second floor) of the Charlotte-Mecklenburg Government Center (CMGC), located at 600 East Fourth Street in Uptown Charlotte.



Parking is available in the CMGC parking deck on Davidson Street between Third and Fourth Streets. Parking tickets from the CMGC Deck can be validated by CRTPO staff if they are brought to the meeting.

There are two ways to enter the CMGC. Enter via the large staircase on the Davidson Street side or through the plaza entrance facing E. Fourth St. (This is a handicapped accessible entrance.) Once inside the building, security staff will assist you to Room 267. Security measures have been improved recently, so please allow more time for entering the building.

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TECHNICAL COORDINATING COMMITTEE MEETING AGENDA

Thursday, December 1, 2016 | 10:00 a.m.
Room 267 (Second Floor), Charlotte-Mecklenburg Government Center
600 East Fourth Street, Charlotte, NC 28202

1. **WELCOME (5 minutes)** **Danny Pleasant**

 - 1) Introductions
 - 2) Adoption of Today's Agenda

2. **CONSENT AGENDA (5 minutes)** **Danny Pleasant**

 - 1) Approval of November 3, 2016 TCC Minutes
 - 2) TIP Amendment – Sam Newell Road Multi-Use Path
 - 3) 2017 TCC Meeting Dates

3. **TCC INFORMATION REPORTS (30 Minutes)**

 - 1) **Comprehensive Transportation Plan** **Candice Rorie**
BACKGROUND:
 - *Preparation of the CTP maps is largely complete, and map adoption is anticipated for January, thus emphasis can now shift to resolving matters associated with ROW (e.g. cross-sections, local ordinances) and amendment processes and policies.*
 - *If necessary, map adoption-related topics will be discussed.*

 - 2) **Project Oversight Committee Update** **Neil Burke**
BACKGROUND:
 - *An overview of the December 7 joint MPO/TCC workshop on the proposed STP-DA criteria will be conducted.*
 - *An update on the POC's process to review the Centralina Council of Governments Process Recommendation Report will be provided.*

 - 3) **Focus Area Representatives Term of Office** **Neil Burke**
BACKGROUND:
 - *The TCC bylaws specify that the focus area representatives have a term limit of one calendar year.*
 - *The term is to begin in January and there is no time limit to the number of terms served.*
 - *The Bicycle and Pedestrian Work Group will discuss this topic at their December meeting.*
 - *Endorsements for the Bicycle, Greenway, Pedestrian, and Public Health representatives will be requested at the January 5 TCC meeting.*

 - 4) **FY 2018 Unified Planning Work Program** **Robert Cook**
BACKGROUND:

- *The presentation will focus on efforts to develop the FY 2018 Unified Planning Work Program (UPWP), including the work of the UPWP Review Subcommittee.*
- *The UPWP is adopted annually in accordance with joint Federal Highway Administration/Federal Transit Administration (FHWA/FTA) transportation planning guidelines.*
- *The UPWP describes the planning activities that are anticipated for the coming fiscal year and documents the allocation of state and federal funds associated with each planning activity.*

4. **OTHER REPORTS (10 Minutes)**

- 1) NCDOT Report
- 2) Bicycle and Pedestrian Work Group Report
- 3) Upcoming Issues

**NCDOT Staff
Curtis Bridges**

5. **ADJOURN**

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

Voting Members: *Chair* - Danny Pleasant (CDOT), *Vice-Chair* - Bill Coxe (Huntersville), 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), Susan Habina Woolard (Matthews), Chris Breedlove – alt for Steve Frey (Mint Hill), Lisa Stiwinter (Monroe), Allison Kraft (Mooresville), Scott Cole – alt for Louis Mitchell (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT-Div. 12), Linda Dosse (NCDOT-TPB), Kevin Parker – alt for Chris Easterly (Stallings), Sherry Ashley (Statesville), Erika Martin (Troutman), Dick Black (Union County), Dennis Rorie (Waxhaw; Weddington by proxy), Will Washam (Bicycle Focus Area Representative), Gwen Cook (Greenway Area Representative), Scott Curry (Pedestrian Focus Area Representative)

Staff: Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Candice Rorie (CRTPO), Norm Steinman (CDOT), Andy Grzymiski (CDOT), Kelsie Anderson (CDOT), Kory Hedrick (CDOT), Jason Lawrence (CATS), Loretta Barren (FHWA), Warren Cooksey (NCDOT-Div. 10), Wendy Taylor (NCDOT – Div. 10), Lee Ainsworth (NCDOT- Div. 10), Andy Bailey (NCDOT-TPB)

Guests: Bill Thunberg (LNTC), Steve Blakley (Kimley Horn), Joe Lesch (Gresham Smith), Sean Flaherty (Gresham Smith), Yolanda DeLong (Parsons), Nick Landa (RS&H), Todd Steiss (WSP/PB)

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

1. Adoption of the Agenda

Mr. Pleasant explained that there were two high-priority action items that were identified following the distribution of the agenda packet. He deferred to Neil Burke for an explanation.

Mr. Burke requested that the TCC consider adding a TIP amendment to modify the plan of finance for the Monroe Expressway and another TIP amendment to add additional express bus service along the I-77 corridor within the Express Lanes work zone.

The TCC adopted the modified October agenda by acclamation.

2. Consideration of Consent Agenda

Mr. Pleasant explained that the consent agenda for the October meeting contained the October 6 TCC Meeting Minutes.

Motion:

Bill Coxe made a motion to adopt the consent agenda. Sherry Ashley seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

3.1. Monroe Expressway (R-3329) TIP Amendment

Presenter: Neil Burke

Summary/Action Requested:

Mr. Burke explained that NCDOT has requested that CRTPO take action as soon as possible to amend the TIP to modify the project funding to reflect the updated plan of finance for the Monroe Expressway (R-3329). The Garvee bonds for this project have been assigned to other NCDOT projects throughout the state and the remaining debt needs to be refinanced with TIFIA loans. He explained that the updated plan of finance includes \$114 million in revenue bonds and \$166.5 million in TIFIA loans. Mr. Burke concluded his presentation by stating that a CRTPO TIP amendment is required for NCDOT to achieve financial close on the TIFIA loan and keep the project on schedule.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it approve a TIP amendment to modify project funding to \$114 million in revenue bonds and \$166.5 million in TIFIA loans for the Monroe Expressway project. Linda Dosse seconded the motion. Upon being put to a vote, the motion passed unanimously.

3.2. I-77 I-5405 TIP Amendments

Presenter: David McDonald

Summary/Action Requested:

Mr. McDonald 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. McDonald explained that NCDOT and CATS have worked closely on a plan to increase transit service during the I-77 construction to mitigate traffic delays and provide an alternative to the construction congestion.
- He explained that a TIP amendment is necessary to move forward with enhanced transit service and service marketing for this project.
- Mr. McDonald stated that NCDOT will fund 15 additional peak transit trips on the 53X, 48X & 77X express buses. This would result in increased frequency.
- He then reviewed the TIP amendment and explained that funding will be assigned in fiscal years 2017 through 2019 for operating service to CATS and funding to CATS for marketing services and public outreach.

Scott Cole explained that the source of funding is federal highway funds and the FHWA is in agreement with the use of these funds for the stated purpose. Mr. Coxe inquired about the required 20% local match for the use of the federal funds and Mr. Cole indicated that NCDOT would fund the local match with state funds.

Travis Johnson asked about how the enhanced bus schedules would work. Mr. Cole explained that CATS increase the service frequency during peak times to help mitigate congestion along I-77.

Mr. Coxe stated that this is an excellent opportunity to begin to increase the customer base for transit service within this corridor. He added that CATS is currently undertaking a study to increase express bus service to take advantage of the I-77 Express Lanes once they open in 2018.

Mr. Pleasant explained that the precise source of federal funds needs to be clearly identified within the next two weeks prior to the November 16 MPO meeting.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it approve TIP amendments to add funds for enhanced transit service and service marketing during the I-77 express lanes construction project pending the source of federal funds. Ms. Dosse seconded the motion. Upon being put to a vote, the motion passed unanimously.

3.3 FTA 5307 TIP Amendments

Presenter: David McDonald

Summary/Action Requested:

Mr. McDonald 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. McDonald explained that the federal funds within the 2016 through 2020 program years are known. He then reviewed the TIP amendment with the TCC.
- He explained that a TIP amendment to the FTA 5307 TIP project for Iredell County Area Transit System (ICATS) operating assistance is necessary to reflect a 50% federal/50% local match.
- Mr. McDonald explained that CATS is the designated recipient of federal transit funds for the Charlotte urbanized area. Other transit providers within the Charlotte urbanized area can access these funds as a sub-recipient to CATS. As a result, their share of 5307 funds will come through CATS grant process.
- He explained that the current TIP does not currently reflect the 50% local match share.

Motion:

Mr. McDonald made a motion to recommend to the MPO that it consider approving the amendments to the 2016-2025 Transportation Improvement Program to modify the local share of the FTA 5307 project (TO-5149) for Iredell County to reflect a 50% federal/50% local match. Allison Kraft seconded the motion. The motion passed unanimously.

3.4. MPO Regional Agreements

Presenter: Robert Cook

Summary/Action Requested:

Mr. Cook began his presentation by stating that the requested action today was to recommend to the MPO that it approve regional agreements with the Greater Hickory MPO (GHMPO) and the Gaston-Cleveland-Lincoln MPO (GCLMPO). He indicated that this requested action is similar to the request during the October TCC meeting for the agreement between CRTPO and the Rock Hill-Fort Mill Transportation Study.

Mr. Cook explained that federal regulations require the execution of an agreement between two MPOs when urbanized areas overlap into an adjacent MPO's planning area. The agreement describes how the metropolitan transportation planning processes will be coordinated. Mr. Cook reviewed a series of text revisions to the regional agreements between CRTPO, GCLMPO, and GHMPO.

In particular, he identified an error in the text of the GCLMPO agreement where it was stated that CRTPO (not CATS) would coordinate with the Gastonia Transit. Mr. Cook will work with GCLMPO staff to correct this error.

Mr. Cook explained that CRTPO continues to coordinate on revisions to the regional agreement with the Cabarrus Rowan MPO. He anticipates that this agreement will be presented to the TCC and MPO within the next several months.

Motion:

Mr. Coxe made a motion to recommend to the MPO that it approve regional agreements with the identified revisions between CRTPO and the Gaston-Cleveland-Lincoln MPO and the Greater Hickory MPO. Mr. McDonald seconded the motion. The motion passed unanimously.

TCC Information Reports

4.1. 2045 Metropolitan Transportation Plan

Presenter: Robert Cook

Summary:

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:

- Mr. Cook began his presentation by reviewing a series of minor changes to the goals and objectives that have been recommended by the advisory committee.
 - He explained that advisory committee has recommended that the outreach for the goals and objectives will be combined with the general MTP outreach effort that will begin in January of 2017.
 - Mr. Cook requested that the TCC review the goals and objectives and provide comments to him by December 5 in order to provide feedback at the December 6 Advisory Committee meeting.
- Mr. Cook summarized the review of the roadway ranking methodology. He explained that there were no major comments received from the advisory committee.
 - He explained that the bulk of the changes will be focused on revising CRTPO's criteria to better align with some of the changes to the NCDOT SPOT criteria made prior to P4.0.
 - Other potential changes to the criteria include the use of CommunityViz instead of the MRM for the accessibility to employment criteria, and the consideration of awarding positive points to roadway projects that may enhance environmental justice factors.
 - Mr. Cook explained that the CommunityViz software will also be used to conduct scenario planning on the fiscally constrained project lists.
- Mr. Cook concluded his presentation by explaining that the consultants are working on branding concepts for the plan as well as a project website.

Mr. Coxe stated that there is a disconnect between the goals and objectives and the criteria to develop the fiscally constrained project list. He added that there is minimal attempt to create a desirable community within the project ranking criteria. Mr. Pleasant agreed with Mr. Coxe's statement and added that there should be a linkage between the day to day decision making to the goals and objectives, rather than allowing the project ranking criteria to mirror NCDOT's prioritization criteria.

4.2. Comprehensive Transportation Plan

Presenter: Robert Cook

Summary:

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:

- Mr. Cook began his presentation by reviewing a series of recommended issues and revisions recommended following the close of the CTP public engagement period.
 - He encouraged the TCC to identify and define any obstacles to adopting the CTP maps (highway, bicycle, pedestrian, transit/rail) during the January meetings.
- Mr. Cook indicated that the Southwest Troutman Bypass is the most critical issue to address prior to the adoption of the CTP maps.
 - Over 30 comments were received by Troutman-area residents requesting the deletion of this alignment.
 - He explained that an on-call consultant completed a planning-level analysis with the outcome that a parallel facility will be needed to relieve traffic along the US 21/NC 115 corridor based upon 2040 projected volumes.
 - Staff recommends that the Southwest Bypass alignment remain on the CTP highway map until a study identifying an alternate means to relieve traffic volumes along the US 21/NC 115 corridor is identified.
- He concluded his presentation by reviewing a schedule of CTP map adoption. He explained that future phases of the adoption process will include identification of right-of-way reservation policies and local ordinance revisions.

Mr. Pleasant encouraged the TCC to conduct a detailed review of the CTP maps prior to the adoption process.

Erika Martin stated that the failure to delete the Southwest Bypass would likely be an obstacle for adoption for the Town of Troutman. She explained that the Troutman Planning Board has requested that the Town Board recommend to CRTPO that the Southwest Bypass be removed from the CTP.

Ms. Martin explained that the results of the consultant study indicated that US 21/NC 115 will be over capacity in 2040, but did not specifically recommend that the bypass be preserved on the CTP highway map. Staff will continue to work with Troutman staff to identify a solution to this issue prior to the map adoption process.

4.3. Project Oversight Committee 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:

- Mr. Burke began his presentation by explaining that the purpose was to provide an update to the TCC regarding a set of working recommendations from the Project Oversight Committee (POC) regarding process and criteria recommendations to the STP-DA criteria.

- The revisions were recommended by both TCC and MPO members to make the process more quantitative, and increase variance between project scores.
- Mr. Burke reviewed a series of proposed process recommendations made by the POC that covered funding targets by mode, small roadway projects, and project submittal requirements.
- He then reviewed a series of proposed criteria recommendations made by the POC that would make the problem statement a pass/fail requirement, and a set of quantitative measures to prioritize highway and transit system benefit criteria.
- Mr. Burke concluded his presentation by reviewing a proposed schedule for adoption of the STP-DA criteria, which includes a joint MPO/TCC workshop on the recommended changes on Wednesday, December 7.

Mr. Pleasant suggested that weighting should be applied to the safety criteria to allocate additional points based upon crash severity. Mr. Burke explained that the POC would consider this recommendation.

4.4. 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 stated that CATS has completed a rail alternative analysis and transit study for the LYNX Silver Line and Southeast Corridor.
- He explained that action will be requested to adopt the transit study and alignment during the November 16 Metropolitan Transit Committee meeting. Future action will be required by the TCC and MPO to modify the alignment within the CTP.
- Mr. Lawrence stated that this is a long range plan, and it is critical to identify an alignment and protect it against future development until implementation can occur.
- Mr. Lawrence explained that the 13.5-mile 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.
- 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. There are 13 stations proposed with 8-10 Park and Ride facilities recommended along the light rail corridor.
- CATS will provide an operations plan for all bus routes in the Southeast Corridor with a focus on the US 74 Express route.
- 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.

OTHER REPORTS

5.1. NCDOT Report

Scott Cole provided an update on behalf of NCDOT-Division 10:

- Right-of-way acquisition is complete for the western half of the Monroe Expressway.
- The Independence Boulevard project (U-209) interchange at Sharon Amity Road will be completed in December of 2016.
- The estimated completion date for the I-485/Oakdale Road interchange is April of 2017. Traffic is anticipated to be in the final pattern by the end of 2016.
- There is a detour posted for a bridge replacement along Back Creek Church Road to complete the double tracking project for the North Carolina Railroad. The detour will be in place for approximately six weeks until the project is open to traffic on December 19.
- Utility relocation is nearly complete on the Graham Street/Mallard Creek Road project (U-2507) and construction will resume on this project in the near future.

5.2. Bicycle and Pedestrian Work Group Report

Mr. Bridges stated the Bicycle and Pedestrian Work Group hosted a successful cost estimation workshop that was attended by approximately 30 regional staff members on October 18. He explained that 14 TAP applications have been received to date. Mr. Bridges anticipates that the Bicycle and Pedestrian Work Group will be in a position to present a recommended TAP project list in the first quarter of 2017.

5.3. Upcoming Issues

Mr. Cook explained that CRTPO will be hosting a Charlotte Regional Alliance for Transportation (CRAFT) meeting on Tuesday November 29 at the Government Center. CRAFT agendas and minutes can be viewed [here](#).

Mr. Cook announced that Erin Kinne will start work on Monday, November 7 as the new Administrative Officer 2 for CRTPO.

Candice Rorie announced that a call for projects for the Traffic Count Program will open on November 11. Additional information on CRTPO's traffic count program can be found [here](#).

6. Adjourn: Mr. Pleasant determined that the agenda had been adequately completed and adjourned the meeting at 11:42 a.m.

TO: TCC Members
 FROM: Neil Burke, AICP, PTP
 Planning Coordinator
 DATE: November 18, 2016

SUBJECT: Consent Agenda TIP amendment, December 2016 TCC Meeting

ACTION REQUESTED: Recommend to the MPO that it consider approving the following TIP amendment.

BACKGROUND:

- The TIP amendment was identified by the Project Oversight Committee.
 - NCDOT’s original construction estimate was \$320,000
 - As the project timeline approached, the Town refined the estimate and discovered r/w and construction would likely be \$1,200,000
 - The Town presented this information to the Project Oversight Committee and requested additional funds
 - The POC’s recommendation was to shift the funds to preliminary engineering then request additional funds for r/w and construction
 - see attached table dated 2/25/16 which was presented to the TCC on 4/7/16
 - The current preliminary engineering estimate is \$150,000, therefore; it is recommended that the remaining funding for this project is allocated to right-of-way acquisition.

TIP ID #	Project Description	Action Required	Reason for Amendment
EB-5783	Sam Newell Road Multi-Use Path (Rice Rd - Crown Pt Elementary School) in Matthews	Re-allocate \$320,000 in previously-allocated STP-DA funds to \$120,000 of Preliminary Engineering in FY 17 and FY 18 and \$200,000 for right-of-way acquisition in FY 18. The corresponding local match is \$30,000 for preliminary engineering in FY 17 and FY 18 and \$50,000 for right-of-way acquisition in FY 18.	At its February 25, 2016 meeting, the Project Oversight Committee recommended that the existing r/w and construction funds be used to prepare engineering documents

TO: TCC Members
FROM: Neil Burke, AICP, PTP
Planning Coordinator
DATE: November 18, 2016
SUBJECT: 2017 TCC Meeting Dates

REQUEST

- Consider approving the twelve scheduled TCC meeting dates for 2017.

BACKGROUND

The TCC typically meets on the first Thursday of each month. The April TCC meeting is being proposed to be shifted to the second Thursday due to the Centralina Council of Governments Conference to be held on Thursday, April 6.

There are no apparent conflicts with 2017 holidays. The recommended meeting schedule is shown below:

Thursday, January 5
Thursday, February 2
Thursday, March 2
Thursday, April 13 (*proposed rescheduled meeting date*)
Thursday, May 4
Thursday, June 1
Thursday, July 6
Thursday, August 3
Thursday, September 7
Thursday, October 5
Thursday, November 2
Thursday, December 7