

**CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION**  
**Charlotte-Mecklenburg Government Center, Room 267**  
**October 18, 2017 Meeting**  
**Summary Minutes**

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**Members Attending:**

Vi Lyles (Charlotte), Michael Miltich (Cornelius), Rob Kidwell (Huntersville), Jeff McNeely (Iredell County), Jim Taylor (Matthews), Jim Puckett (Mecklenburg County), Frederick Becker (Mineral Springs), Eddie Dinger ( Mooresville), Jack Edwards (Pineville), Michael Johnson (Statesville), Steve Maher (Waxhaw), Tracy Dodson (NCBOT-Division 10), Tony Lathrop (NCBOT-Division 12)

**Non-Voting Members Attending:**

Jim Walker (NC Turnpike Authority), Victoria Nwasike (Charlotte-Mecklenburg Planning Commission), Russell Wing (Union County Planning Board)

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**1. Call to Order**

Chairman Jim Taylor called the October 2017 CRTPO meeting to order at 6:05 PM.

**2. Adoption of the Agenda**

Summary:

Chairman Taylor asked if any changes to the agenda were necessary. No changes were identified.

Motion:

Michael Miltich made a motion to adopt the agenda as presented. Tracy Dodson seconded the motion. Upon being put to a vote, the motion to adopt the agenda as presented was approved unanimously.

**3. Public Comment Period**

There were no public comments.

**4. Ethics Awareness & Conflict of Interest Reminder**

Mr. Cook read the ethics awareness and conflict of interest reminder. No conflicts were identified.

**5. Approval of Minutes**

Summary:

Chairman Taylor requested action on the September 2017 meeting minutes.

Motion:

Mayor Becker made a motion to approve the September 2017 meeting minutes as presented. Dr. Miltich seconded the motion. Upon being put to a vote, the September 2017 meeting minutes were unanimously approved.

**6. ICATS 2016-2025 Transportation Improvement Program Amendment**

Presenters:

Brad Johnson, Iredell County Area Transportation System (ICATS)

Summary:

Mr. Johnson stated that the request before the board was to approve an amendment to the 2016-2025 TIP to make a project description modification to the ICATS replacement bus project, TA-5178. The current description states: Purchase eight replacement buses 2 per year for 4 years, and the requested project description is: Replacement Buses. The NCDOT Public Transportation Division (PTD) requested the change because bus replacement project bids have experienced variability in cost, and the change will allow for purchasing flexibility depending upon ICATS needs. The TCC unanimously recommended that the board approve the amendment.

Motion:

Dr. Miltich made a motion to approve the ICATS TIP amendment as presented. Jeff McNeely seconded the motion. Upon being put to a vote, the motion was unanimously approved.

**7. Wilmington to Charlotte CSX Railroad Freight Line INFRA Grant**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to request that the board adopt a resolution in support of a NCDOT-Rail Division request to submit an Infrastructure for Rebuilding America (INFRA) grant application for improvements to CSX Rail line between Charlotte and Port of Wilmington. Background on the INFRA program was provided, followed by details on the Rail Division's proposal, including the project's benefits. The TCC unanimously recommended that the board adopt the resolution.

Motion:

Dr. Miltich made a motion to adopt the resolution as presented. Mayor Becker seconded the motion. Upon being put to a vote, the motion was unanimously approved.

**8. FY 2017 Unified Planning Work Program Amendment**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to request that the board adopt an amendment to the FY 2017 Unified Planning Work Program (UPWP) to move \$60,000 from Task Code V-1, Congestion Management Strategies to VI-10, Corridor Protection & Special Studies to eliminate a deficit in VI-10. The amendment was necessary because the CRTPO recently received reimbursement invoices from two jurisdictions that began local transportation planning projects using CRTPO funds in FY 2016, but needed to extend them into FY 2017, and the receipt of the invoices resulted in Task Code VI-10 having a shortfall of \$60,000. The TCC unanimously recommended that the board approve the amendment.

Motion:

Dr. Miltich made a motion to approve the amendment. Jim Puckett seconded the motion. Upon being put to a vote, the motion was unanimously approved.

**9. Ramp Metering Feasibility Study**

Presenter:

Alf Badgett, Atkins

Summary:

Scott Cole, Division 10 Engineer, introduced Alf Badgett of Atkins. Mr. Badgett provided information to the board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to discuss the concept of ramp metering and the recently completed feasibility study. The study area included all entrance ramps for Interstate routes in Cabarrus, Gaston, Iredell and Mecklenburg counties. Site selection criteria were reviewed, followed by a review of suitable sites and costs. The presentation concluded with a review of final recommended sites. The board posed a series of questions to Mr. Badgett following his presentation. Chairman Taylor asked about the next steps in the process. Mr. Cole stated that sites on I-77 South had been submitted for Prioritization by Division 10.

**10. 2045 Metropolitan Transportation Plan Update**

Presenter:

Robert Cook

Summary:

Mr. Cook stated that, with the approval of the fiscally-constrained list in September, the air quality conformity process is underway. That was the last of the major milestones in the process except for the adoption and conformity determination in March 2018. Work on MTP chapter content is underway. Staff will request action in November to obtain board approval to start public outreach on the MTP and air quality conformity when the material is ready for public review. The request will be made at that time because the board does not traditionally meet in December, and allowing public comment to start when the documents are ready will allow for greater flexibility in the overall outreach effort. It is expected that the documents will be ready for release by late December/early January.

**11. Updated CRTPO Prospectus**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to introduce the issue for discussion in advance of a request at the November meeting to approve an updated Prospectus. It was stated that the Prospectus is a reference document that provides descriptions of task codes used in the UPWP, and its purpose is to provide staff and agencies responsible for completing tasks with an understanding of what needs to be done, how tasks should be completed, and who is responsible for completing tasks. The current Prospectus was adopted in 2002 and is outdated. A benefit of the new format is that reduces the number of task codes, which could help reduce the need for amendments.

**12. Upcoming Agenda Items & Revised Agenda Format**

Presenter:

Robert Cook

Summary:

The following items were covered:

1. September Meeting Follow-up Items
  - a. Prioritization Submittal Deadline: A question was posed at the September meeting asking if P5.0 submittals can be modified after the September 29 deadline for submitting projects. The context was the I-77 express lanes project and the possible need to modify any project submittals in response to the cancellation of the comprehensive agreement. Staff contacted NCDOT staff responsible for the Prioritization process and their response was that projects cannot be modified, but that ultimately, any modifications to the process are the responsibility of the Secretary of Transportation.
  - b. US 21: A question was posed at the September meeting asking if consideration has ever been given to extending US 21 on its own alignment from its current end at Catawba Ave. in Cornelius to where its separate alignment begins again at Charlotte Hwy/Williamson Road in Mooresville. Mr. Cook reported that a conference call was held involving representatives from Cornelius, Davidson, Mooresville and the Lake Norman Transportation Commission to discuss the matter. During the call, it was determined that a new alignment would be very difficult to construct due to existing development (including the Lowe's campus) and Lake Cornelius and Lake Davidson. Next steps in the process will be to discuss the matter with Lowe's and to prepare a traffic forecast.
2. Upcoming Agenda Items  
Action on the following items will be requested at the November meeting: approval of the updated Public Involvement Plan; adoption of the updated Prospectus, request to start MTP public outreach and TIP amendments.
3. Revised Agenda Format:  
A revised agenda format was reviewed. (The revised format was included in the October packet.) Its goal is to make the agenda packet easier to use. Mr. Cook stated that it would be sent again to board members

and feedback would be welcomed to improve what had been developed. Chairman Taylor requested that the November agenda packet be prepared using both formats so members could compare the two.

**13. Adjourn**

The meeting adjourned at 7:25 PM.