

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
October 5, 2017

Voting Members: *Vice-Chair* - Bill Coxe (Huntersville), Andy Grzymiski (CDOT) – alt for Danny Pleasant (City Manager’s Office), David McDonald (CATS), Dan Leaver (Charlotte E&PM), Jonathan Wells – alt for Ed McKinney (C-M Planning), Andrew Grant (Cornelius), Matthew Todd (Iredell County), Todd Huntsinger – alt for Patrick Sadek (Indian Trail), Susan Habina Woolard (Matthews), Cami Wecklerly (Mooresville), Stuart Basham – alt for Scott Cole (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Andy Bailey (NCDOT-TPB), Kevin Parker – alt for Chris Easterly (Stallings), Sherry Ashley (Statesville), Erika Martin (Troutman), Bjorn Hansen (Union County), Dennis Rorie (Waxhaw), Lisa Thompson (Weddington), Tim Gibbs – alt for Will Washam (Bicycle Focus Area Representative), Gwen Cook (Greenway Focus Area Representative), Scott Curry (Pedestrian Focus Area Representative)

Staff: Robert Cook (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Erin Kinne (CRTPO), Liz Babson (CDOT) Norm Steinman (CDOT), Jon Young (Mooresville), Wendy Taylor (NCDOT – Div. 10), Amy Ashburg (Charlotte HR), Lee Ainsworth (NCDOT – Div. 10), John Cook (NCDOT – Div. 12), Warren Cooksey (NCTA)

Guests: Bill Thunberg (LNTC), Nick Landa (RS&H), Todd Steiss (WSP), Steve Blakley (Kimley Horn), Yolanda DeLong (Parsons), Michael Bywallace (Gresham Smith)

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

1. Adoption of the Agenda

Mr. Coxe explained that there was a request to add an action item today’s agenda regarding the FY 2017 UPWP Amendments, and an information report regarding the Updated CRTPO Prospectus. Both items were discussed at yesterday’s transportation staff meeting, and no issues were identified. The revised agenda was adopted by acclamation.

2. Consideration of Consent Agenda

Mr. Coxe explained that the consent agenda for the October meeting contained the September 7 TCC meeting minutes.

Motion:

Andy Grzymiski made a motion to adopt the consent agenda. Jonathan Wells seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

3.1 Wilmington to Charlotte CSX Freight Line INFRA Grant

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:

- Mr. Cook began his presentation by stating that action is being requested to recommend that the MPO support NCDOT-Rail Division's request to submit an Infrastructure for Rebuilding America (INFRA) grant for the CSX Railroad's SE and SF lines between Charlotte and the Port of Wilmington.
- There are eight potential projects that are being submitted as part of this grant. The grant application will be submitted by the Wilmington Urban Area MPO.
- He explained that the INFRA program is focused on highway and rail projects that provide a freight benefit on a regional or national level.
- Mr. Cook explained that there is \$1.5 billion in INFRA grant funding available nationwide over the next two federal fiscal years, and the projects must range in cost between \$5 million and \$25 million. He added that INFRA funds cannot be greater than 60% of the total project cost.
- Mr. Cook concluded his presentation by stating that the Greater Charlotte Regional Freight Mobility Plan recommends operational efficiency improvements to support the Queen City Express service, including the Hovis and Hoskins Roads grade separations.

Bjorn Hansen asked if CSX will provide a financial contribution, and what the amount will be. Mr. Cook explained that he believed that CSX would provide a financial contribution, but he was unsure of the exact amount. Mr. Coxe added that the application indicates that CSX will maintain the projects throughout their life cycle.

Mr. Coxe stated that he has expressed concern in the past with endorsing projects that would allocate public funding to a private railroad, he supports this project because it would remove truck traffic from the US 74 corridor and reduce congestion by constructing grade separations along the rail line.

Motion:

Tim Gibbs made a motion to recommend that the MPO support NCDOT-Rail Division's request to submit an Infrastructure for Rebuilding America (INFRA) grant for the CSX Railroad's SE and SF lines between Charlotte and the Port of Wilmington. David McDonald seconded the motion. The motion passed unanimously.

3.2. ICATS 2016-2025 TIP Amendment

Presenter: Robert Cook

Summary/Action Requested:

Mr. McDonald explained that action has been requested by the Iredell County Area Transit System to modify the project description within the 2016-2025 TIP for the replacement bus project (TA-5178). The current description within the TIP recommends the purchase of eight replacement buses, and ICATS has proposed a revised description that simply mentions replacement buses. He explained that the NCDOT-Public Transportation Division has requested a general project description for the reason that bus replacement project bids have experienced variability in cost.

Motion:

Erika Martin made a motion to recommend that the MPO to approve a 2016-2025 TIP amendment to modify the description for the ICATS Bus Replacement Project (TA-5178). Ms. Ashley seconded the motion. The motion passed unanimously.

3.3. FY 2017 UPWP Amendment

Presenter: Robert Cook

Summary/Action Requested:

- Mr. Cook began his presentation by stating that the requested action is for the TCC to recommend to the MPO that it approve an amendment to the FY 2017 Unified Planning Work Program to move \$60,000 from Task Code V-1, Congestion Management Strategies to VI-10, Corridor Protection & Special Studies.
- He explained that the amendment to the FY 2017 UPWP is necessary because invoices have recently been received seeking reimbursement for two FY 2016 local transportation planning projects that were extended into FY 2017.
- These projects were programmed in Task Code VI-10, Corridor Protection and Special Studies, but there is insufficient funding within this task code. Funding is available to cover these reimbursements within Task Code VI-1, Congestion Management Strategies.
- Mr. Cook concluded his presentation by stating that the recommended transfer eliminates the shortfall within VI-10, allows the CRTPO reimbursement to occur, and does not affect the bottom line for the FY 2017 UPWP.

Andy Bailey explained that the current UPWP is within the federal fiscal year of 2018, FY 2017 UPWP amendments can still occur because the document has not been closed out by FHWA.

Mr. Grzynski inquired about the CRTPO's frequency of reimbursement requests to NCDOT-TPB. Mr. Cook explained that the reimbursement requests were made twice last year, but the goal is for quarterly reimbursements within this fiscal year.

Mr. Coxe suggested that the Project Oversight Committee could be tasked with the review of the UPWP task codes and reimbursement requests on a quarterly basis. Mr. Cook added that CRTPO will begin the hiring process in the near future for a local administered projects coordinator and this position could also have a role in the oversight of the UPWP.

Motion:

Mr. McDonald made a motion to recommend that the MPO approve the amendment to the FY 2017 UPWP. Mr. Wells seconded the motion. The motion passed unanimously.

TCC INFORMATION REPORTS

4.1. 2045 Metropolitan Transportation Plan Update

Presenter: Robert Cook

Summary:

Mr. Cook explained that he will provide an update on the 2045 MTP schedule:

- The MPO adopted the fiscally constrained project list during the meeting last month.
- The air quality conformity process for the fiscally constrained project list has begun and will continue throughout the end of the year.

- The consultants are currently developing content for the chapters of the MTP report.
- Mr. Cook indicated that it is likely that an action item will be requested during the November meetings to open a public comment period for the draft MTP report. He noted that the public comment period may not begin until December, however; the MPO is not scheduled to meet until January of 2018.
- He explained that the Advisory Committee will meet on October 12 to review the initial results of the scenario planning component of the MTP.
 - Integration of scenario planning will be an iterative process across several MTP development cycles.
 - Mr. Cook encouraged other interested TCC members to attend the Advisory Committee meeting on October 12.

4.2. Northwest Huntersville Transportation Study – Phase 2

Presenter: Bill Coxe

Summary:

Mr. Coxe 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. Coxe began his presentation by providing a historical context regarding the thoroughfare planning for Northern Mecklenburg County dating back to 1988.
- He highlighted the importance of thoroughfare planning in the Lake Norman area since there are only a few corridors that are able to process east-west traffic flows throughout the region with NC 73 being one of them.
- He explained that previous planning efforts such as the NC 73 corridor plan and the first phase of the Northwest Huntersville Transportation Study identified the need for re-alignment of existing corridors and preservation of right-of-way for future transportation corridors.
- Mr. Coxe reviewed several roadway alignment corridor alternatives that have been developed to date.
- He explained that an initial public meeting has been held on June 20, 2017 and 213 residents attended. A second public meeting is scheduled for October 19, 2017.
- Mr. Coxe concluded his presentation by explaining the next steps to the study.
 - October-December 2017: Evaluation of Alternative Alignments
 - January-February 2018: Final Designs and Report Completion.

4.3. Updated CRTPO Prospectus

Presenter: Robert Cook

Summary:

- Mr. Cook began his presentation by explaining that the prospectus is a reference document for CRTPO staff that provides descriptions of the task codes used in the Unified Planning Work Program.
- Its purpose is to provide staff and agencies responsible for completing the tasks with an understanding of what needs to be done, how it is to be done, and who does it.

- He explained that the current version of the prospectus was adopted in 2002 and is outdated because the document does not accurately reference the current plans and initiatives and was based upon the older planning area.
- The draft revised prospectus reduces the number of task codes and reorganizes them into a logical order.
- Mr. Cook concluded his presentation by stating the following next steps:
 - UPWP subcommittee and staff will continue to revise the document and make organization changes to it.
 - The NCDOT-Transportation Planning Division will conduct a review of the draft document.
 - The changes will be reviewed at an upcoming Transportation Staff Meeting.
 - Action will be requested by the TCC in November to recommend that the MPO approve the amendments to the prospectus.

Mr. Bailey stated that this updated prospectus has been used by the French Broad River MPO and the Winston-Salem MPO on a trial basis and both organizations found the documents to be easier to use.

Mr. Coxe stated that he reviewed the revised prospectus and he suggests that the emerging technology of autonomous and connected vehicles is accounted for within the updated document.

OTHER REPORTS

5.1. NCDOT Report

Stuart Basham provided an update on behalf of NCDOT-Division 10:

- Construction of several bridge and culvert structures throughout the Monroe Expressway project area. Significant work continues along the western end of the project near its terminus in Stallings.
- The Independence Boulevard project will be complete by the end of October.
- The Waxhaw-Indian Trail Road/Beulah Church Road project should be complete and open to traffic within the next several weeks.
- A public meeting will be held for the US 74 & US 601 interchange project (U-5723) on October 23.
- A public meeting will be held for the NC 115 and Potts Street and Potts-Sloan-Beatty Connector projects in the Cornelius and Davidson on Thursday, October 5.

Anil Panicker provided an update on behalf of NCDOT-Division 12:

- NCDOT issued a letter to the GCLMPO stating that a feasibility study must be undertaken prior to the reclassification of the Catawba Crossings project from a Division Needs project to a Regional Impact project.
- A public meeting was held on the Brawley School Widening project (R-3833C) and approximately 100 residents attended.
- Traffic will shift to the new eastbound lanes of I-40 near I-77 in Statesville as the I-3819A project draws to a conclusion. The final improvements (I-3819B) will begin within the next several months.
- The right-of-way acquisition phase of the NC 150 widening project (R-2307) project has begun.

5.2. Bicycle and Pedestrian Work Group Report

Mr. Bridges stated the Bicycle and Pedestrian Work Group (BPWG) will be discussing revisions to the CRTPO's TAP criteria during the meeting this afternoon.

5.3. Upcoming Issues

Mr. Cook stated that a joint MPO and TCC workshop will be held on performance measures prior to the October 18 MPO meeting.

Mr. Burke explained that the public comment period ended on Tuesday, October 2 for the Public Involvement Plan. One public comment was received from the American Heart and Stroke Association. Action to approve the updated Public Involvement Plan will be scheduled for the November TCC and MPO meetings.

Matthew Todd explained that Barry Whitesides was involved in a serious bicycle accident near Statesville last week. He is currently in the Intensive Care Unit with multiple injuries.

6. Adjourn: Mr. Coxe determined that the agenda had been adequately completed and adjourned the meeting at 11:07 a.m.