

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
January 2, 2020

Voting Members: *Chair* – Sherry Ashley (Statesville), *Vice-Chair* – Wayne Herron (Cornelius), Liz Babson (CDOT), Becky Chambers – alt for Dan Leaver (Charlotte General Services), Alysia Osborne – alt for Taiwo Jaiyeoba (Charlotte PD&D), Doug Wright – alt for Jason Burdette (Davidson), Dave Hill (Huntersville), Todd Huntsinger – alt for Patrick Sadek (Indian Trail), Richard Hoffman – alt for Matthew Todd (Iredell County), Franklin Deese – Marshville, Rohit Ammanamanchi (Marvin), Dana Stoogenke (Matthews), David McDonald – (CATS), Steve Frey (Mint Hill), Erika Martin (Mooresville), Stuart Basham – alt for Brett Canipe (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Dominique Boyd (NCDOT-TPD), Justin Russell – alt for Chris Easterly (Stallings), George Berger (Troutman), Bjorn Hansen (Union County), Kevin Parker – alt for Matt Hubert (Waxhaw), Robyn Byers (Wesley Chapel), Will Washam (Focus Area Representative – Bicycle), Gwen Cook (Focus Area Representative – Greenway), Kate Cavazza – alt for Laura Thomason (Focus Area Representative – Health)

Staff: Curtis Bridges (CRTPO), Neil Burke (CRTPO), Judy Dellert-O’Keef (CRTPO), Catherine Mahoney (CRTPO), Agustin Rodriguez (CRTPO), Theo Thomson (CRTPO), Warren Cooksey (NCTA), Anna Gallup (CDOT), Andy Grzymiski (CDOT), Charlie Menefee (CDOT), Michael Miltich (Cornelius), Mirza Rustemov (Charlotte Douglas Airport), Ron Shoultz (ICATS), Laura Thomason (Meck. Co.), Aaron Tucker (Cornelius)

Guests: Erin Musiol (RS&H)

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

1. Adoption of the Agenda

Ms. Ashley asked if any changes to the agenda are necessary. Hearing none, the January agenda was adopted by acclamation.

Ms. Ashley recognized Dr. Michael Miltich, CRTPO Board Interim Chair, whom requested an opportunity to address the TCC. Dr. Miltich introduced himself and thanked the committee for their important work.

2. Consideration of Consent Agenda

Ms. Ashley stated that the consent agenda for the January meeting contained the following items:

- Approval of the December 5, 2019 TCC Minutes

Motion:

Wayne Herron made a motion to approve the consent agenda. David McDonald seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

3.1. Election of Officers

Presenter: Sherry Ashley

Summary:

Ms. Ashley stated that it is the responsibility of the TCC to annually elect new officers during the first meeting of the year. She then opened the nominations for Vice-Chair and Chair of the TCC.

Vice-Chair Nominations

Mr. Herron nominated Bjorn Hansen for Vice-Chair of the TCC for 2020. No other nominations were put forth.

Mr. Herron made a motion to close the nominations; Anil Panicker seconded the motion.

Mr. Bjorn Hansen was elected Vice-Chair of the TCC for 2020 by acclamation.

Chair Nominations

Mr. Herron nominated Liz Babson for Chair of the TCC for 2020. No other nominations were put forth.

Mr. Herron made a motion to close the nominations; Mr. McDonald seconded the motion.

Ms. Liz Babson was elected Chair of the TCC for 2020 by acclamation.

Ms. Babson recognized Ms. Ashley and Mr. Herron for their years of service to the region and thanked them for their tenure as TCC Chair and Vice-Chair.

3.2 Election of Focus Area Representatives

Presenter: Neil Burke

Summary:

Mr. Burke stated that the Bicycle and Pedestrian Work Group (BPWG) discussed this topic at its December 10 meeting and recommend the re-appointment of the focus area representatives and alternates for 2020 with replacements to the bicycle and public health representative memberships.

The following delegates and alternates were recommended by the BPWG and the associated member jurisdictions:

Focus Area	Delegate	Alternate	Agency
Bicycle	Will Washam	Charlie Menefee	CDOT
Greenway	Gwen Cook	Joyce Figueroa	Mecklenburg County
Pedestrian	Jennifer Stafford	David Harrison	CDOT
Public Health	Kate Cavazza	Laura Thomason	Mecklenburg County

Motion:

Mr. McDonald made a motion to elect the Bicycle, Greenway, Pedestrian and Public Health Focus Area Delegates and Alternates for 2020. Mr. Herron seconded the motion. Upon being put to a vote, the motion passed unanimously.

3.3 Comprehensive Transportation Plan Amendments

a. Western Parkway CTP Alignment Amendment – City of Charlotte

Presenter: Andy Grzymiski

Summary:

Mr. Grzymiski began his presentation stating the requested action is to recommend that the CRTPO Board open a public comment period to receive input on a recommended amendment within the City of Charlotte for the future Western Parkway alignment in the CRTPO's CTP.

Mr. Grzymiski displayed two maps highlighting the location of the proposed Western Parkway Alignment, from Billy Graham Parkway to the Catawba River, and the extents of the proposed amendment. He explained the Charlotte-Douglas International Airport's Master Plan Update, adopted in 2016, identified the potential need for a fifth parallel runway in at least 20 years. In response to the potential need for a fifth runway, a Strategic Development Plan was completed in 2018 and identified a conceptual realignment for West Boulevard (NC 160) and alignment for Western Parkway.

Mr. Grzymiski stated the Western Parkway alignment traverses a parcel rezoned in 2010, prior to adoption of the Comprehensive Transportation Plan (CTP). He explained that due to the property's existing entitlements, the city cannot require corridor preservation for the future Western Parkway. Therefore, CDOT recommends realigning the Western Parkway along Yorkmont Road from Pine Oaks Drive to W. Tyvola Road. He stated the CTP status of Yorkmont Road will be reclassified to "needs improvement." Mr. Grzymiski explained the proposed realignment does not preclude the need for future realignments if the fifth parallel runway is constructed.

Mr. Grzymiski stated that if approved, the airport, developer, and CDOT will conduct a public comment period from January 20 to February 20. He restated the requested action and opened the floor for questions.

Motion:

Mr. McDonald made a motion to recommend that the CRTPO Board open a public comment period to receive input on a recommended amendment within the City of Charlotte for the future Western Parkway alignment in the CRTPO's CTP. Mr. Herron seconded the motion. The motion passed unanimously.

b. Comprehensive Transportation Plan Amendments

Presenter: Curtis Bridges

Summary:

Mr. Bridges began his presentation stating the requested action is to recommend that the CRTPO Board approve the proposed CTP amendments for January 2020. He stated the CRTPO Board approved a 30-day public comment period for the CTP Amendments in September 2019 which began September 19 and concluded October 19. No changes were made to the proposed amendments based on the public comments received. Mr. Bridges explained that if the CRTPO Board approves the amendments in January then the NCDOT Board of Transportation (BOT) is expected to adopt the amendments in February 2020. The NCDOT BOT will also approve other CTP amendments approved by the CRTPO Board throughout 2019.

Mr. Bridges stated the public engagement process included three public meetings throughout Iredell, Mecklenburg, and Union Counties. He stated the proposed CTP amendments include 41 procedural and 10 administrative amendments. Mr. Bridges restated the requested action and asked for questions.

Dana Stoogenke asked how CRTPO defines procedural and administrative amendments. Mr. Bridges explained a procedural amendment includes revisions to the location or extent of an alignment and/or the classification of an alignment. An administrative amendment is a minor change.

Motion:

Mr. Herron made a motion to recommend that the CRTPO Board approve the proposed CTP amendments for January 2020. Erika Martin seconded the motion. The motion passed unanimously.

INFORMATION REPORTS

4.1 2020-2029 Transportation Improvement Program Adoption

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 the presentation stating its purpose is to provide information related to the adoption of the Draft 2020-2029 TIP, 2045 MTP amendments, and air quality conformity determination report. He provided an overview of the TIP Adoption public engagement process which included a public comment period that began on November 18 and conclude on December 18. Three comments were received but required no changes to the draft TIP or related documents.

Mr. Burke stated the findings of the financial report confirmed there are adequate funds to cover project costs in fiscal years 2020-2023 of the draft TIP, and the document meets federal requirements. He stated the Federal Highway Administration approved the release of the air quality conformity document which confirmed emissions expected from the 2020-2023 TIP projects and 2045 MTP amendments are in conformity with the 8-hour ozone standards.

The TCC will be asked to recommend that the CRTPO Board make an air quality conformity determination, adopt the 2045 MTP amendments, and adopt the Draft 2020-2029 TIP at the February 6 meeting.

4.2 CRTPO Discretionary Program – Recommended Projects

Presenter: Wayne Herron

Summary:

Mr. Herron referenced the *2019 CRTPO Discretionary Call for Projects* list throughout the presentation, the contents of which are incorporated into the minutes [here](#).

Mr. Herron began his presentation with an overview of the Project Oversight Committee's (POC) priorities for allocating the \$55 million in discretionary funding. He stated the Discretionary Funds Policy, adopted in February 2019, provided helpful guidance for establishing a selection

methodology. However, the committee agreed the policy will need to be updated in the future. Mr. Herron stated the committee's primary goal for allocating the discretionary funding was to fund existing projects with shortfalls so that they may be completed. He explained the required contingencies for all project submittals should prevent future shortfalls and the expectation is to primarily fund new projects in the future.

Mr. Herron concurrently explained the committee's selection methodology and presented the list of recommended projects. He stated that due to the limited number of funding sources for planning projects the committee decided to first review the planning project submittals. The funding target for this category was \$500,000 and the total request received was \$743,000. David Wasserman, NCDOT, advised the committee that the delta between the target and requested funds was not significant and recommended the committee fund all five planning projects. The committee, therefore, recommends funding the five planning projects included in the *2019 CRTPO Discretionary Call for Projects*.

Mr. Herron stated the transit and bicycle/pedestrian projects were reviewed next, and the POC's annual target is to allocate 20% of discretionary funding to alternative transportation projects. The POC allocated less than 20% during the 2019 Spring Call. Therefore, the committee agreed to fund as many projects needed so that when the spring call and fall call allocations are averaged the total allocation meets the annual 20% goal for alternative transportation. Mr. Herron stated the POC selected one transit project that best met the goals and objectives of the adopted policy and selected bicycle/pedestrian projects in sequential order based on the total TAP & Local Commitment Score until the total of allocated funds met the 20% target for alternative transportation.

Mr. Herron explained the POC reviewed the roadway projects last and prioritized funding all existing roadway projects. With the remaining funds, the POC sequentially funded the top scoring projects. Mr. Herron stated there was one exception, the NC 115 widening project from Hambright Road to Mt. Holly Huntersville Road, to this methodology. The requested funds for this project was \$12.9 million but the available remaining discretionary funds were approximately \$11.7 million. Mr. Herron stated the POC decided to allocate the remaining funds to the next four roadway projects which could be funded in full. However, the POC agreed to consider funding the NC 115 project instead of the four subsequent projects if the Town of Huntersville can commit the outstanding balance of \$1.2 million. Mr. Herron stated that some members of the POC thought the request for \$12 million was too high and the committee should reevaluate the maximum funding request amount.

Mr. Herron concluded his presentation stating the POC recommends funding the projects highlighted in the *2019 CRTPO Discretionary Call for Projects* list, and the information presented today is for information only. In February, the TCC and CRTPO Board will be requested to approve the allocation of \$55 million discretionary funding as suggested in the project list.

Erika Martin asked if the POC would bring a revised list of recommended projects back to the TCC if the Town of Huntersville decides to commit the outstanding \$1.2 million. David Hill stated the Town of Huntersville's current position is not to commit the \$1.2 million, however, he will ask the Board for a final resolution and follow up with CRTPO Staff. Mr. Herron stated the POC will not meet again

nor bring another list of recommended projects to the TCC, but the Town of Huntersville's final decision will be an important piece of information for the TCC to evaluate before taking action.

Mr. Hansen stated the Discretionary Funds Policy limits the amount of funding that may be requested per project to 25% of all available funds. The POC assumed CRTPO would solicit an annual call for projects and the total amount of available funding would be significantly less than \$55 million. Mr. Hansen stated the POC expected the maximum amount of requested funding per project would not exceed \$5-\$6 million. He explained the \$55 million in available discretionary funding is unusually high because the POC agreed to program five years of funding at the recommendation of NCDOT. As a result, the maximum amount of funding that can be requested is higher than expected, and if the NC 115 project is funded it could set precedent that discretionary funds should be used to fund large project shortfalls. Mr. Hansen recommended that the POC consider setting a maximum dollar amount as well as percentage of total funds that future projects may request.

Ms. Martin asked how much will be available for programming at the 2020 spring call. Mr. Burke stated the 2019 fall call included unobligated funding that needed to be allocated. CRTPO will need to consult with NCDOT to determine the amount of funding available for programming but anticipates it will be \$15-\$20 million.

OTHER REPORTS

5.1. NCDOT Report

Stuart Basham stated that due to the holidays and ongoing budgetary issues within NCDOT, work has been suspended on the majority of Division 10 projects. Therefore, the division does not have an update this month.

Anil Panicker stated Division 12 does not have an update.

Warren Cooksey stated the programmed annual two percent toll rate increase went into effect for the Monroe Expressway on January 1, 2020. Approximately 60% of transactions along I-77 Express Lanes are from prepaid accounts.

Dominique Boyd provided an update on traffic forecasts and the status of several projects on behalf of NCDOT Transportation Planning Division.

5.2. Bicycle and Pedestrian Work Group Report

Mr. Bridges stated the Bike and Pedestrian Work Group will meet this afternoon from 1:30 p.m. – 3:30 p.m.

5.3. Upcoming Issues

Ms. Mahoney provided several announcements:

- The 2020 CRTPO Orientation is scheduled for Tuesday, January 14th from 5 – 8 pm at the Charles Mack Citizen Center in Mooresville. All Board and TCC delegates and alternates are encouraged to attend.
- The 2020 NC Transportation Summit will be held January 8-9 in Raleigh.
- Robert Cook will provide an update about the FY 2021 UPWP at the January 22 Transportation Staff Meeting.

6. Adjourn: Ms. Babson determined that the agenda had been adequately completed and adjourned the meeting at 10:47 p.m.