

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Charlotte-Mecklenburg Government Center
Room 267
February 6, 2020

Voting Members: *Chair* – Liz Babson (Charlotte), *Vice-Chair* – Bjorn Hansen (Union County), Dan Leaver (Charlotte General Services), Alysia Osborne – alt for Taiwo Jaiyeoba (Charlotte PD&D), Aaron Tucker (Cornelius), Dave Hill (Huntersville), Todd Huntsinger – alt for Patrick Sadek (Indian Trail), Richard Hoffman – alt for Matthew Todd (Iredell County), Rohit Ammanamanchi (Marvin), Dana Stoogenke (Matthews), Sheldon Turner – alt for Megan Green (Meck County), David McDonald – (CATS), Nathan Farber – alt for Steve Frey (Mint Hill), Erika Martin (Mooresville), 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), Sherry Ashley (Statesville), George Berger (Troutman), Kevin Parker – alt for Matt Hubert (Waxhaw), Lisa Thompson (Weddington), Will Washam (Focus Area Representative – Bicycle), Gwen Cook (Focus Area Representative – Greenway), Kate Cavazza (Focus Area Representative – Health), Jennifer Stafford (Focus Area Representative – Pedestrian)

Staff: Curtis Bridges (CRTPO), Neil Burke (CRTPO), Bob Cook (CRTPO), Jerrell Leonard (CRTPO), Judy Dellert-O’Keef (CRTPO), Catherine Mahoney (CRTPO), Agustin Rodriguez (CRTPO), Theo Thomson (CRTPO), Lee Ainsworth (NCDOT-Div.10), Stuart Basham (NCDOT-Div.10), John Cook (NCDOT-Div.12), Anna Gallup (CDOT), Wayne Herron (Cornelius), Charlie Menefee (CDOT), Michael Miltich (Cornelius), Jayne Peterson (CDOT), Mirza Rustemov (Charlotte Douglas Airport), Ron Shoultz (ICATS), Wendy Taylor (NCDOT-Div.10), Laura Thomason (Meck. Co.), David Wasserman (NCDOT)

Guests: Yolanda DeLong (Parsons), Brady Finklea (Kimley-Horn), Nikki Honeycutt (STV), Joe Lesch (GSP), Frank Masterson (Kimley-Horn), Erin Musiol (RS&H), Tony Spacek (Kimley-Horn), Todd Steiss (WSP)

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

1. Adoption of the Agenda

Ms. Babson stated there was a request to add a fourth business item, Amend the FY 2019 & FY 2020 UPWP and TIP, to today’s agenda. She asked if any additional changes to the agenda were necessary. Hearing none, the amended February agenda was adopted by acclamation.

2. Consideration of Consent Agenda

Ms. Babson stated that the consent agenda for the February meeting contained the following items:

- Approval of the January 2, 2020 TCC Minutes
- 2018-2027 TIP Amendment to delete the Pleasant Plains Road multi-use path project (EB-5779)

Motion:

David McDonald made a motion to approve the consent agenda. Anil Panicker seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

3.1. 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 his presentation stating the requested action is to recommend that the CRTPO Board approve three actions:

- Make an Air Quality Conformity Determination;
- Adopt the 2045 Metropolitan Transportation Plan Amendments;
- Adopt the 2020-2029 Transportation Improvement Program.

Mr. Burke 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 and conform to the purpose of the State Implementation Plan.

Mr. Burke restated the requested action and welcomed questions.

Motion:

Mr. McDonald made a motion to recommend that the CRTPO Board make an air quality conformity determination, adopt the 2045 Metropolitan Transportation Plan Amendments, and adopt the 2020-2029 Transportation Improvement Program. Sherry Ashley seconded the motion. The motion passed unanimously.

3.2 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 stating the requested action is to recommend that the CRTPO Board approve the discretionary funds for the projects recommended from the fall 2019 project call. He explained both shortfall and new requests were eligible for the fall call, and the Project Oversight Committee (POC) was charged with allocating \$55 million in discretionary funding. Mr. Herron stated the POC's primary goal for allocating the discretionary funding was to fund existing projects with shortfalls so that they may be completed.

Mr. Herron stated that due to the limited number of funding sources for planning projects as well as the overall importance of planning studies, the POC recommends funding all five planning projects included in the *2019 CRTPO Discretionary Call for Projects*. Mr. Herron stated the POC recommends funding the highest scoring transit project, the I-77 & Hambright Road Park & Ride, five existing bicycle and pedestrian projects, and the top three scoring new bicycle and pedestrian projects.

Mr. Herron stated the POC recommends funding six existing roadway projects and the top four scoring new roadway projects. He explained there were insufficient funds to approve the NC 115 Widening project from Hambright Road to Mt. Holly Huntersville Road and therefore, the POC did not allocate funds to this project. The POC recommends allocating the remaining \$9 million discretionary funds to the next four new roadway projects which can be funded in full.

Mr. Herron concluded his presentation restating the requested action and asked for questions.

Motion:

Ms. Ashley made a motion to recommend that the CRTPO Board approve the discretionary funds for the recommended projects from the fall 2019 project call. Erika Martin seconded the motion. The motion passed unanimously.

3.3 Performance-Based Planning: 2020 Safety Targets

Presenter: Robert Cook

Summary:

Mr. Cook began his presentation stating the requested action is to recommend that the CRTPO Board support NCDOT's 2020 safety targets as part of the implementation of federally-required performance-based planning requirements.

Mr. Cook stated the proposed NCDOT 2020 safety targets were discussed at the December 5, 2019 TCC meeting and the January 22, 2020 Transportation Staff Meeting with Brian Murphy, NCDOT Traffic Safety Unit. He stated conversations at both meetings touched upon how the safety targets were developed by NCDOT as well as potential implications for not meeting said targets.

Mr. Cook explained CRTPO Staff has historically endorsed NCDOT safety targets because of the organization's inability to affect meaningful change in the short-term on safety issues. He restated the requested action and asked for questions.

Motion:

Mr. McDonald made a motion to recommend that the CRTPO Board support NCDOT's 2020 safety targets as part of the implementation of federally-required performance-based planning requirements. Ms. Martin seconded the motion. The motion passed unanimously.

3.4 FY 2019 & FY 2020 Unified Planning Work Program and TIP Amendments

Presenter: Robert Cook

Summary:

Mr. Cook began his presentation stating the requested action is to recommend that the CRTPO Board approve two actions:

- Amend the FY 2019 UPWP to transfer funds between task codes.
- Amend the FY 2020 UPWP to include FY 2019 local transportation planning projects and amend the TIP to allocate FY 20 STBG-DA funds to fund project completion.

Mr. Cook explained the first action is needed because the final expenditures of several FY 2019 UPWP task codes exceed the allocated funding levels in excess of the 10%. The requested action will transfer funds between approved task codes within the FY 2019 UPWP. He stated no additional funding is being requested nor are any policy or priority changes being proposed. Mr. Cook explained NCDOT is closing the FY 2019 accounting books in February and therefore, the TCC and CRTPO Board are being asked to take immediate action. He stated the exact dollar amount needed to transfer between tasks codes is not yet known.

Mr. Cook explained the second action is needed because several FY 2019 local transportation planning projects are delayed and therefore, the allocated funds have not been authorized. The FY 2019 funds, however, will expire in March 2020. The requested amendments will fully fund the projects and allow them to be completed. He stated no additional funding is being requested nor are any policy or priority changes being proposed. The local transportation planning projects affected by the proposed amendment are:

- Town of Matthews Downtown Multimodal Study – Original
- Town of Matthews Downtown Multimodal Study Additional STBG-DA Funding
- Town of Matthews Stevens Creek Subarea Study
- Town of Troutman local transportation planning project
- Town of Stallings local transportation planning project
- CATS LYNX Silver Line Rail Trail Study

Mr. Cook restated the requested action and asked for questions.

Bjorn Hansen asked if there is an estimate for the 2019 expenditures. Jayne Peterson stated she is working with NCDOT to review the allocations and expenditures. She expects to have final numbers before the February 19 CRTPO Board meeting. Mr. Cook stated the final numbers will be shared with the TCC as soon as possible.

Motion:

Mr. McDonald made a motion to recommend that the CRTPO Board approve: amendments to the FY 2019 UPWP to transfer funds between task codes; and amendments to the FY 2020 UPWP to include FY 2019 local transportation planning projects and amendments the TIP to allocate FY 20 STBG-DA funds to fund project completion. Dana Stoogenke seconded the motion. The motion passed unanimously.

INFORMATION REPORTS

4.1 CTP Work Group Update

Presenter: Agustin Rodriguez

Summary:

Mr. Rodriguez stated that the purpose of his information report was to provide the TCC with the reason for establishing the Comprehensive Transportation Plan (CTP) Work Group, its goals and objectives, and next steps for 2020.

A CTP Work Group was established in 2017 to assist the Centralina Council of Governments (COG) with an evaluation of the CTP. The review concluded in 2019 and produced a white paper which included 11 recommendations for improving the planning process and product. The current CTP Work Group includes members from the 2017 work group as well as other TCC members from throughout the planning area.

The goals of the CTP Work Group are:

- Further evaluate and make final recommendations to the TCC and Board on potential solutions to address issues and challenges associated with preserving and protecting right-of-way for future transportation infrastructure;
- Review the existing CTP amendment guidelines and help update the process and requirements for amending the maps as well as provide recommendations for new policies (i.e. amendments for bicycle/pedestrian, rail, and transit projects).

The CTP Work Group met three times in the fall and winter of 2019. The work group decided to focus on revisions to the CTP amendment guidelines and is currently reviewing examples from peer MPOs. The group expects to have recommendations for revisions to the CTP amendment guidelines by summer 2020. Once revisions to the amendment guidelines are complete the group will focus on addressing the other white paper recommendations. The group expects to complete their efforts by spring 2021.

Mr. Hansen asked for an update about the revolving loan fund for the advanced purchase of right-of-way. Mr. Rodriguez stated the fund was one of the 11 white paper recommendations, but the work group has postponed discussion about this topic until revisions to the CTP amendment guidelines are complete. Mr. Hansen recognized the importance of reserving right-of-way as development occurs but acknowledged the difficulty in accurately preserving a future corridor when little to no engineering has been completed prior to adopting the CTP alignment. Ms. Stoogenke stated Mr. Hansen's concern is a future topic of discussion for the CTP Work Group.

4.2 NCDOT Complete Street Policy Update

Presenter: Curtis Bridges

Summary:

Mr. Bridges began his presentation stating staff from NCDOT's Integrated Mobility Division will be available on Wednesday, February 19 to discuss the Complete Streets policy implementation and encouraged everyone to attend.

Mr. Bridges stated NCDOT released a revised complete streets policy on August 8, 2019 to ensure planned multi-modal facilities are incorporated into Planning and Project Development processes. The department released a policy and implementation guide on August 30, 2019.

Mr. Bridges explained the new policy will have impacts on the design, eligibility and funding of future multi-modal facilities. For example, multi-modal facilities included in state, regional or local plans and projects with environmental documents completed after August 30, 2019 are eligible for funding. The local cost share for betterments may be reduced. Projects submitted for Prioritization 6.0 will need to complete an Identified Needs Form. This will require coordination between the Division Engineers, CRTPO, and local municipalities.

CRTPO's Bike Ped Work Group met October 2019 and January 2020 to develop comments and questions for the NCDOT Integrated Mobility Division regarding the new policy. The division will use these questions and others to develop a Frequently Asked Questions document which will be shared across the state. TCC members are encouraged to submit questions between now and the February 19th meeting which is scheduled from 1:00 – 2:30 pm at the Charlotte-Mecklenburg Government Center.

Mr. Hansen asked what constituted a “plan” under project eligibility. Mr. Bridges stated he thinks the term refers to plans more specific than the CTP. The Bicycle Pedestrian Work Group submitted this question to NCDOT and expect an answer on February 19th.

Ms. Ashley asked if the cost share formulas were changed. Mr. Bridges stated the cost share formulas are based on population and revised formulas apply to projects approved after August 30, 2019.

Gwen Cook asked if the Completes Street Policy replaces the Betterment policy. Mr. Bridges explained he believes the Complete Street Policy recognizes multi-modal facilities as the default and municipalities no longer need to request multi-modal facilities for each project. Since multi-modal facilities will now be standard municipalities will only need to pay for betterments above and beyond the complete street design standards. The Bike Ped Work Group plans to ask if local design standards may be utilized in lieu of NCDOT design standards at the February 19th meeting.

4.3 FY 2021 Unified Planning Work Program

Presenter: Robert Cook

Summary:

Mr. Cook began the presentation stating issues with the FY 2019 and FY 2020 UPWP need to be resolved before the FY 2021 UPWP can be finalized. The TCC and Board will be asked to take action of the FY 2021 UPWP in March. Mr. Cook plans to present more details about next year's UPWP at the February 19th or 26th Transportation Staff Meeting.

OTHER REPORTS

5.1. NCDOT Report

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

- **I-485 Express Lanes Project (I-5507)** – The contractor is working in the median along I-485. Construction between I-77 and US 74 in south Charlotte is expected to be complete in late 2022.
- **I-277 Maintenance Work** – Over the next week, crews will be performing maintenance work on concrete slabs and bridge decks during the overnight hours around the US 74 West to I-277 Inner Loop, The 11th and 12th Street area, and the I-277 Inner loop to Fourth Street. All work is dependent on weather conditions and is subject to change.
- **NC218/NC205 Roundabout Project** – NCDOT recently completed construction of a new roundabout at the intersection of NC 218/NC 205 near New Salem in Union County. There are three other roundabout projects planned along NC 218 in Union County that will be installed over the next 12-24 months.
- **NCDOT P6.0 Public Comment Period** – NCDOT's Division 10 Office will host a Public Comment Period from February 10th -12th for P6.0. The public may drop in during regular business hours at the Division 10 office located at 716 West Main Street in Albemarle to ask questions or to submit comments.

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

- **I-40 Pavement Rehab** – Work on the westbound lanes is almost complete. Work on eastbound lanes is scheduled to begin in spring 2020.
- **Widening of NC 150 (R-2307B)** – The let date for the construction of this project has been delayed from September 2020 to May 2021. Coordination of right-of-way is still ongoing.
- **I-40/I-77 Interchange (I-3819B)** – The contractor is currently working on constructing the piers for the new directional flyover interchange ramps. There are multiple traffic shifts between NC 115 and Old Mocksville Road. Coordination of right-of-way is still ongoing.
- **Midnight Lane-Oates Road/I-77 Overpass (U-5816)** – A final field inspection was scheduled for January 2020 but the project was put on hold at the end of last year. Work has recently been resumed and is in the final stages of preliminary engineering.

5.2. Bicycle and Pedestrian Work Group Report

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

5.3. Upcoming Issues

Ms. Mahoney provided several announcements:

- Copies of the 2020 Orientation Handbook are available [here](#).
- The next Education Session is scheduled for Wednesday, March 18th at 5:00 pm (prior to the Board meeting). This education session will focus on Transportation Funding.
- Registration for the 2020 NCAMPO Conference is now open, and the Early Bird discount ends March 1st. This year's NCAMPO Conference will be held April 22-24 in Greenville, NC. Additional information about the conference can be found here: <http://www.ncampo.org/ncampo-2020-conference/>
- CRTPO will receive \$26.7 million in Bonus Allocation funds from NCDOT as a result of the I-485 Express Lanes project (I-5507). The Project Oversight Committee will develop a recommendation to the TCC regarding the allocation of these funds to projects within the planning area. The committee will meet today at 2:00 pm to continue its work with developing a recommendation to the TCC as to how the BA funds should be allocated
- The POC will provide a monthly update as a part of the Other Reports section of the TCC agenda. POC agendas and meeting summaries are available [here](#).

ADJOURN: Ms. Babson determined that the agenda had been adequately completed and adjourned the meeting at 10:59 a.m.