

**CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION**  
**Charlotte-Mecklenburg Government Center, Room 267**  
**September 18, 2019 Meeting**  
**Summary Minutes**

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**Members Attending:**

Greg Phipps (Charlotte), Michael Miltich (Cornelius), Jane Campbell (Davidson), Mark Gibbons (Huntersville), Ken Robertson (Iredell County), Jerry Morse (Indian Trail), Joe Pollino (Marvin), George Dunlap (Mecklenburg County), Frederick Becker (Mineral Springs), Jack Edwards (Pineville), Lynda Paxton (Stallings), Michael Johnson (Statesville), Richard Helms (Union County), Steve Maher (Waxhaw), Scott Buzzard (Weddington), Brad Horvath (Wesley Chapel), Sam Bowles (NCBOT – Division 10)

**Non-Voting Members Attending:**

Victoria Nwasike (Charlotte-Mecklenburg Planning Commission), Jerry Santoni (Iredell County Planning Board), Jim Walker (NC Turnpike Authority)

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**1. Call to Order**

Chairman Michael Johnson called the September 2019 CRTPO meeting to order at 6:05 p.m.

**2. Adoption of the Agenda**

Summary:

Chairman Johnson stated that CATS staff had requested that the LYNX System Update CTP Recommendation be removed from tonight’s agenda and rescheduled for the October 16 CRTPO Board meeting. He then asked if any additional changes to the agenda were necessary. No changes were identified.

Motion:

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

**3. Public Comment Period**

There were no public comments.

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

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

**5. Consent Agenda**

Summary:

Chairman Johnson requested action on the following three consent agenda items:

- a. August 2019 minutes
- b. Discretionary Projects Policy Guide text revision
- c. 2018-2027 TIP Amendments – City of Statesville
  1. Recommend approval of amendment to move Right-of-Way from FFY 2019 to FFY 2020 and Construction from FFY 2021 to FFY 2022 for the Brookdale Drive-US 21 Connector project (U-6054).
  2. Recommend approval of amendment to move Construction from FFY 2019 to FFY 2020 for the Greenway Connector Under US 21 project (EB-5818).
  3. Recommend approval of amendment to move Preliminary Engineering FFY 2019 to FFY 2020 and move Construction from FFY 2021 to FFY 2022 for the Bethlehem Road Relocation project (U-6153).

Motion:

Dr. Miltich made a motion to approve the consent agenda items. Mayor Mahar seconded the motion. Upon being put to a vote, the consent agenda items were unanimously approved.

**6. Transportation Improvement Program**  
**a. 2023-2032 TIP Development Process (NCDOT Prioritization 6.0)**

Presenter:  
Neil Burke

Summary:

Mr. Burke provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to approve the opening of a public comment period on the draft P6.0 project lists for all modes. The 2023-2032 TIP development process and schedule were reviewed, followed by a review of CRTPO decision points in the process. If approved, the public comment period on the P6.0 project submittals would begin on September 19 and conclude on October 19. Mr. Burke then referenced the hyperlinks to the preliminary project lists and provided the Board with an overview of the number of projects proposed for submission to NCDOT within each mode.

He explained that the TCC revised the recommended P6.0 project list during the September 5 meeting to omit a CSX rail connector project in Monroe that had been recommended for P6.0 submittal by the NCDOT-Rail Division. TCC members expressed concerns with the lack of a financial contribution from CSX and the City of Monroe could not support the project because the feasibility study has not been completed and the impacts to existing development are unknown at this time.

Motion:

Ms. Campbell made a motion to approve the opening of a public comment period on the draft P6.0 project lists for all modes. Dr. Miltich seconded the motion. Upon being put to a vote, the motion was unanimously approved.

**b. 2020-2029 TIP Modification and Adoption Process**

Presenter:  
Neil Burke

Summary:

Mr. Burke provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to update the board on the process to adopt the 2020-2029 TIP. The Board of Transportation (BOT) delayed its adoption of the 2020-2029 state TIP from June until September in order allow for the sale of GARVEE and Build NC Bonds as well as to seek the input from the General Assembly regarding provisions that would affect funding within the STIP. NCDOT released a revised draft STIP on August 7 and the Board of Transportation approved the revised STIP on September 5. The revised STIP reflects numerous project schedule delays that are attributed to diminished revenues within the first several program years of the program. Mr. Burke provided an overview of the 2045 MTP amendments that are necessary due in large part to the schedule delays within the STIP. The delay means that the CRTPO's public comment period will begin on November 18 and end on December 18. CRTPO adoption will move from August to February of 2020.

The board will be asked to open a 30-day public comment period on the draft 2020-2029 TIP, 2045 MTP amendments and the air quality conformity determination during the October meeting.

Greg Phipps asked if any board members had spoken with General Assembly members about using the state budget surplus to restore the initial schedules of the projects within the STIP. Several members had explained that they have discussed this matter with their legislators.

Mark Gibbons requested that staff prepare a resolution to NCDOT that articulates the CRTPO board's continued support for the data-driven process within Prioritization to develop the STIP.

## **7. Comprehensive Transportation Plan (CTP) Amendments Public Engagement**

Presenter: Curtis Bridges

### Summary:

Mr. Bridges provided information via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to request action to open a public engagement period for CTP amendments currently being processed by CRTPO staff. The public engagement period is proposed to begin on September 19 and conclude on October 18. He provided an overview of the amendments by explaining that 41 of the amendments are considered procedural, which would require public engagement, and the remaining 10 amendments are administrative. Mr. Bridges stated that the public engagement effort would entail one public meeting within each county within the CRTPO's planning area, and the project list and map of amendments are posted on the CRTPO website.

### Motion:

George Dunlap made a motion to open a public engagement period for CTP amendments currently being processed by CRTPO staff. Mr. Gibbons seconded the motion. Upon being put to a vote, the motion passed unanimously.

## **8. Staffing and Resources Study & Board Retreat: Next Steps**

Presenter:

Robert Cook

### Summary:

Mr. Cook began his presentation by stating that actions are being requested tonight to (1) endorse the formation of a subcommittee to recommend an implementation strategy for the Staffing and Resources Study; and, (2) endorse Chairman Johnson's recommended appointees. He then reviewed the list of six unmet needs from the staff assessment that were prioritized by the Board members that attended the CRTPO retreat in May. Mr. Cook stated that additional costs would be incurred if the seven unmet needs are advanced. He explained that NCDOT has approved a contract extension with the consultant that completed the staffing assessment so that the same firm may work on the strategic planning initiative. Mr. Cook anticipates a notice to proceed early in 2020.

Chairman Johnson stated that the board will establish a consensus-based subcommittee with the purpose of developing recommendations to advance the unmet needs from the staffing assessment. He explained that it is important for the board to take action to endorse the formation of this group as well as the appointees because this will be an ongoing issue for the organization in the near future. Chairman Johnson explained that the following board members are willing to serve on the subcommittee:

- Michael Johnson, City of Statesville
- Mayor Paul Bailey, Town of Matthews
- Greg Phipps, City of Charlotte
- Dr. Michael Miltich, Town of Cornelius
- Ken Robertson, Iredell County
- Lynda Paxton, Town of Stallings
- Scott Buzzard, Town of Weddington

Mayor Mahar suggested that standing updates regarding the subcommittees progress should be given at the board meetings each month.

### Motion:

Mr. Gibbons made a motion to (1) endorse the formation of a subcommittee to recommend an implementation strategy for the Staffing and Resources Study; and, (2) endorse Chairman Johnson's recommended appointees. Dr. Miltich seconded the motion. Upon being put to a vote, the motion passed unanimously.

## **9. 2050 Metropolitan Transportation Plan Socioeconomic Data**

Presenter: Curtis Bridges

Summary:

Mr. Bridges 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 provide information to the board on this subject prior to a request for action at the November meeting. The action that will be requested will be for the board to adopt county-level projections of households and employment for four 2050 MTP horizon years: 2025; 2030; 2040; and 2050. The projections will be direct inputs into the regional travel demand model and are critical to the development of the 2050 MTP. Mr. Bridges described the process by which the projections were prepared. Copies of the proposed projections were provided to board members.

**10. Fall 2019 Call for CRTPO Discretionary Projects**

Presenter:

Erin Kinne

Summary:

Ms. Kinne began her presentation by stating the call for projects opened on August 19 and will close on October 31. An educational webinar to review the application will be held on September 23. Scoring recommendations will be developed by the end of 2019 and presented to the TCC and CRTPO Board early in 2020. Available funds total \$55 million.

Ms. Kinne explained several funding sources make up the available \$55 million. \$7.5 million in TAP-DA funds will be available to Bicycle & Pedestrian projects. The \$47 million in STBG-DA funds are flexible and can be used by multiple modes. \$500,000 in STBG-DA will be used for local planning projects, also known as UPWP PL projects. CMAQ is not included in the available funds because staff has not received notification about the availability or applicability of FY2020 CMAQ funds. Ms. Kinne will provide updates about CMAQ funding as available.

Chairman Johnson inquired as to the number of discretionary fund applications received to date and the total requested fund amount. Ms. Kinne explained that two applications have been received for a total requested discretionary fund amount of approximately \$7 million.

**11. Discretionary Projects & Federal Funds Rescission**

Presenter:

Erin Kinne

Summary:

Ms. Kinne provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. Ms. Kinne started the presentation stating that this a follow-up to her presentation on the federal rescission at last month's CRTPO meeting. She reiterated the FHWA will rescind unobligated TAP-DA and CMAQ funds in FY 2020. TAP-DA and CMAQ projects must authorize funds by September 30, 2019 to avoid rescission. Authorization occurs in phases when certain project milestones have been achieved and the request to use federal funds has been approved by the FHWA. The more funds authorized before the deadline means less funds will be lost.

Ms. Kinne stated that all of the CRTPO's CMAQ and TAP-DA funding has been authorized and is not at risk of rescission. Chairman Johnson congratulated Ms. Kinne on her work in successfully avoiding rescission.

**12. FY 2019 CRTPO Public Engagement Process Update**

Presenter:

Judy Dellert-O'Keef

Summary:

Ms. Dellert-O'Keef provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. She explained that her role as public participation and consultation planner was a new position that was recommended as part of the 2016 federal certification review. She began her role with the CRTPO

in January of 2019. She provided an overview of the different types of public engagement and outreach that CRTPO has undertaken in 2019. She provided a summary of the CRTPO's public engagement activities throughout the past year by participating in 43 events that reached a total of 1,750 residents. Ms. Dellert-O'Keef provided a summary of the CRTPO's livestreaming activities by stating that 16 videos had been published to the CRTPO's Facebook webpage. She concluded her presentation by providing a summary of modifications to the CRTPO website.

### **13. Upcoming Agenda Items**

Presenter:

Neil Burke

Summary:

An overview of the October agenda was provided. The October 16 CRTPO Board agenda will include a request to open a public comment period on the draft 2020-2029 Transportation Improvement Program, 2045 MTP amendments, and air quality conformity determination.

Public comment periods will begin tomorrow for the P6.0 project submittals and CTP amendments. The discretionary project call window will remain open until October 31.

### **14. Adjourn**

The meeting adjourned at 7:20 p.m.