

**CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION**  
**Charlotte-Mecklenburg Government Center, Room 886 and Remote Participation**  
**March 18, 2020 Meeting**  
**Summary Minutes**

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**Members Attending (in-person):**

Michael Miltich (Cornelius)

**Members Attending (via remote participation):**

Julie Eiselt (Charlotte), Jane Campbell (Davidson), Brian Hines (Huntersville), Marcus McIntyre (Indian Trail), Ken Robertson (Iredell County), Ernestine Staton (Marshville), John Higdon (Matthews), Susan Harden (Mecklenburg County), Frederick Becker (Mineral Springs), Brad Simmons (Mint Hill), Lisa Qualls ( Mooresville), Jack Edwards (Pineville), Lynda Paxton (Stallings), William Morgan (Statesville), Ron Pappas (Waxhaw), Lori Bailey (Wesley Chapel)

**Non-Voting Members Attending (via remote participation):**

Victoria Nwasike (Charlotte-Mecklenburg Planning Commission), Jim Walker (NC Turnpike Authority)

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**1. Call to Order**

Chairman Michael Miltich called the March 2020 CRTPO meeting to order at 6:00 p.m.

Chairman Miltich stated that he has suspended the Bylaw requirement for physical attendance to constitute a quorum, allowing Board members to participate remotely as a result of the State of North Carolina issuing a state of emergency due to the COVID-19 pandemic. Remote participation consisted of a combination of conference telephone, GoToMeeting (online meeting software), and livestreaming on the CRTPO’s Facebook webpage. Chairman Miltich directed Mr. Burke to conduct a roll-call to determine if the following Bylaw requirements had been met for a quorum:

*Section 3 – Quorums*

*A quorum of the MPO shall be constituted by the presence of:*

- *at least ten (10) of the eligible voting members at the beginning of the meeting; and*
- *who together represent a minimum of 51% of the weighted votes; and*
- *that qualified voting members from jurisdictions representing at least two counties must be present.*
- ~~*Only members physically present shall count toward establishing a quorum. (Suspended by CRTPO Board chairman due to North Carolina State of Emergency Declaration)*~~

Mr. Burke conducted the roll-call and determined that a quorum of the MPO had been met based upon the bylaws, and with the Chairman’s omission of the clause for members to be physically present due to the state of emergency declaration.

**2. Adoption of the Agenda**

Summary:

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

Motion:

William Morgan made a motion to adopt the agenda as presented. Julie Eiselt seconded the motion. Upon being put to a vote, the motion to adopt the agenda as presented was approved unanimously.

**3. Public Comment Period**

Chairman Miltich asked if there were any public comments on the online meeting software or in the room. 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 Miltich requested action on the following three consent agenda items:

1. February 19, 2020 CRTPO Board Meeting minutes
2. CRTPO Self-Certification
3. NC 27 and US29/NC49 Route Changes within the City of Charlotte

Motion:

Lynda Paxton made a motion to approve the consent agenda items. Ms. Eiselt seconded the motion. Upon being put to a vote, the consent agenda item was unanimously approved.

**6. FY 2021 Unified Planning Work Program**

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 obtain the Board's adoption of the FY 2021 UPWP. A brief overview of the UPWP was provided.

Mr. Cook began his presentation by stating that the requested action is for the Board to approve the FY 2021 Unified Planning Work Program (UPWP). He stated the UPWP is CRTPO's budget and guides the organization's work throughout the year.

A summary of the funding allocations was provided. Mr. Cook noted the FTA Transit Oriented Development Grant dollars were included in the FY 2020 UPWP but work is still underway so allocations must also be included in the FY 2021 UPWP. He also noted work on the three carryover projects, funded with the additional \$642,477 Planning funds received in 2019 and originally programmed in the FY 2020 UPWP, is ongoing and therefore the unprogrammed funds are included in the FY 2021 UPWP.

An overview of the FTA Section 5303 allocations were provided. These funds are reserved for transit planning and have historically been allocated to CATS and CDOT. However, a recommendation of the FHWA/FTA on-site certification review was to solicit a request for funds from all transit agencies in the planning area. All agencies requesting funds are proposed to receive the full amount requested.

Mr. Cook stated five planning projects which were awarded funds in February from the 2019 Discretionary Call for Projects have been added to the UPWP. He stated that the TCC unanimously recommended that the Board approve the FY 2021 UPWP during the March 5 meeting. He concluded his presentation restating the requested action and asked for questions.

Motion:

Mayor Becker made a motion to approve the FY 2021 UPWP. Mr. Morgan seconded the motion. Upon being put to a vote, the motion was approved.

**7. East-West Connector Conformity Analysis and MTP/TIP Amendments**

Presenter:

Neil Burke

Summary:

Information to the Board was provided via a Power Point presentation, the contents of which are incorporated into the minutes.

Mr. Burke began his presentation by stating the requested action is for the Board to open a public comment period on an air quality conformity determination and amendments to the 2045 MTP and the 2020-2029 TIP for the East-West Connector project (U-6239) in Mooresville.

The Town of Mooresville was awarded a \$13.6 million federal Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant program grant to construct the East-West Connector from Langtree Road to NC 115 in November 2019. The North Carolina Board of Transportation (BOT) approved 2018-2027 and 2020-2029 STIP amendments during its meeting on February 6 to program the funding for right-of-way and construction of East-West Connector project (U-6239) to the FFY 2021 program year.

Mr. Burke stated the East-West Connector is included in the 2035 horizon year of the CRTPO's 2045 Metropolitan Transportation Plan (MTP). The project was classified as "not regionally significant" but "not exempt" from air quality conformity analysis in the 2045 MTP.

An amendment to the 2045 MTP will be required to move the East-West Connector project from the 2035 horizon year to the 2025 horizon year as a result of the project schedule funding of FFY 2021 in the STIP. He stated an amendment to the 2020-2029 TIP will be required to program the funding for the East-West Connector project in FFY 2021.

Mr. Burke explained the project is not exempt from air quality conformity analysis therefore, a "short form" conformity determination report to ensure that the Metrolina State Implementation Plan (SIP) budget has an adequate emissions budget to incorporate the East-West Connector project within the 2025 horizon year of the 2045 MTP.

An overview of the MTP and TIP Amendment and final conformity determination schedule was provided. The 30-day public comment period would begin on March 19 and conclude on April 19. He stated that the TCC unanimously recommended that the Board open a public comment period on an air quality conformity determination and amendments to the 2045 MTP and the 2020-2029 TIP during the March 5 meeting. He restated the requested action and asked for questions.

Motion:

Mr. Hines made a motion to approve open a public comment period on an air quality conformity determination and amendments to the 2045 MTP and the 2020-2029 TIP for the East-West Connector project (U-6239) in Mooresville. Lisa Qualls seconded the motion. Upon being put to a vote, the motion was approved.

## **8. Western Parkway CTP Amendment**

Presenter:

Andy Grzymiski, Charlotte DOT

Summary:

Mr. Grzymiski provided information to the board via a Power Point presentation, the contents of which are incorporated into the minutes. He began his presentation by stating that the requested action is to approve the amendment within the City of Charlotte for the future Western Parkway alignment within the CRTPO's CTP. Mr. Grzymiski explained that the Board approved the opening of a public comment period for the proposed Western Parkway during the January 15 meeting.

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 identified the potential need for a fifth parallel runway which would impact the adopted Western Parkway alignment. Furthermore, a property rezoned in 2010 is

being developed and right-of-way was not designated for the corridor. Therefore, CDOT recommends realigning the Western Parkway along Yorkmont Road from Pine Oaks Drive to W. Tyvola Road.

Mr. Grzymiski stated notification letters were mailed to property owners along the recommended amendment and the public had 32 days to submit comments to CDOT. One comment was received from a property owner which resulted in an adjustment to the eastern end of the corridor. The TCC unanimously recommended that the Board approve the CTP amendment as requested by the City of Charlotte during the March 5 meeting. Mr. Grzymiski restated the requested action and opened the floor for questions.

Motion:

Mayor Higdon made a motion to approve the amendment within the City of Charlotte for the future Western Parkway alignment within the CRTPO's CTP. Mr. Hines seconded the motion. Upon being put to a vote, the motion was approved.

## **9. I-77 Bonus Allocation Project Fund Authorizations and TIP Amendment**

Presenter: Neil Burke

Summary:

Mr. Burke provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. He stated that the requested action is to approve the following two 2020-2029 TIP Amendments to ensure that all of the I-77 Bonus Allocation funds can be authorized by June 30, 2020 so the projects can be completed:

- Allocate \$5 million of unallocated STBG-DA funds to bicycle and pedestrian enhancements along the NC 150 widening project on the bridge over Lake Norman (R-2307B)
- Allocate \$1.1 million of unallocated STBG-DA funds to cover remaining costs on the I-77/Hambright Rd & Lakeview Rd express lane direct connector interchange projects.

Mr. Burke explained the CRTPO Board allocated \$144.5 million Bonus Allocation (BA) funds to a list of projects associated with the I-77 Express Lanes, including the I-77/Hambright Road & Lakeview Road direct connect facility, at the March 18, 2015 meeting. Construction of the direct connect facility is now complete and there are approximately \$7.9 million of underestimated costs associated with features such as lighting and signage. Mr. Burke also stated the I-77 BA funds allocated to the bicycle and pedestrian enhancements along the NC 150 widening project have not yet been authorized. All I-77 BA funds must be authorized by June 30, 2020, or the unauthorized funds may be cancelled or delayed. The TCC unanimously recommended that the Board approve the two 2020-2029 TIP Amendments to ensure that all of the I-77 Bonus Allocation funds can be authorized by June 30, 2020 so the projects can be completed. He restated the requested action and asked for questions.

Jane Campbell questioned the allocation of \$1.1 million of the CRTPO's STBG-DA funds to the direct connect interchanges along the I-77 express lane project. Mr. Burke stated that BA funds were allocated to the two direct connect express lane interchanges in 2015 based upon planning-level cost estimates. As the project designs were finalized additional elements of the scope such as traffic signals, sound walls, and utility relocations caused overbillings on the express lanes direct connects to occur. Given NCDOT's current financial situation, the CRTPO's STBG-DA funds were the only viable funding source to satisfy the overbillings.

Motion:

Mayor Simmons made a motion to approve the following two 2020-2029 TIP Amendments to ensure that all of the I-77 Bonus Allocation funds can be authorized by June 30, 2020 so the projects can be completed:

- Allocate \$5 million of unallocated STBG-DA funds to bicycle and pedestrian enhancements along the NC 150 widening project on the bridge over Lake Norman (R-2307B)
- Allocate \$1.1 million of unallocated STBG-DA funds to cover remaining costs on the I-77/Hambright Rd & Lakeview Rd express lane direct connector interchange projects.

Mayor Becker seconded the motion. Upon being put to a vote, the motion was approved.

## **10. Beyond 77 Update**

Presenter:

Summary:

Mr. Rodriguez provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. Mr. Rodriguez began his presentation by providing the purpose and objectives of the Beyond 77 study. He explained that the outcome of this study is a comprehensive study of the I-77 corridor network area between Statesville, NC and Rock Hill, SC. The most significant outcome of the study will be a prioritized list of projects along the corridor for the upcoming 2050 MTP. Mr. Rodriguez stated that Beyond 77 is a four-phase study and currently the team is working on the data collection phase of the project. A significant portion of the first phase was administration of a survey to residents along the corridor to determine the routine mode of transportation and frequency of use. The study team received over 15,000 responses from residents along the study corridor during the six-week period that the survey was open. The next steps in the Beyond 77 study include analyzing the results of the survey, holding committee meetings, and organizing public meetings along the corridor throughout the next several months.

**11. Staffing Assessment Implementation**

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. Mr. Cook began his presentation by explaining the activities that staff has undertaken to implement the recommendations from the Staffing and Resources Study that was completed in May 2019. Mr. Cook summarized the recommendations and unmet needs from the study and provided progress updates for each item. The most significant recommendation is to undertake a strategic planning exercise and he explained that a contract addendum is being finalized with the consultant that completed the Staffing and Resources Study to continue with this task.

**12. Upcoming Agenda Items**

Presenter:

Neil Burke

Summary:

Mr. Burke stated that staff will be assessing the possibility of cancelling the April 15 Board meeting by determining if there are any critical action items that must be presented during April. Mr. Burke stated that he would work with Chairman Miltich to make a determination within the next two weeks and inform the Board accordingly.

Mr. Burke provided the following announcements:

- Board members were reminded of the deadline for delegates and alternates to file the appropriate documents with the state ethics commission. Elected officials that serve as delegates or alternates on an MPO Board must fill out the appropriate documents with the North Carolina State Ethics Commission prior to April 15 each year. A 60-day grace period following the April 15 deadline before the ethics commission can fine delinquent board members. As of today, 25 of the 41 required filers had successfully submitted their required documents (61% compliance rate).
- The education session on transportation funding will be rescheduled for another Board meeting in 2020. Board members encouraged NCDOT and staff to consider videotaping a remote session that board members can access. Other MPOs throughout North Carolina may be able to use this resource.
- The NC Association of MPO's annual conference has been rescheduled to July 22-24 in Greenville, NC provided that travel restrictions have been lifted.

**13. Adjourn**

The meeting adjourned at 6:55 p.m.