

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
Virtual Meeting
August 6, 2020

Voting Members: *Chair* – Liz Babson (CDOT), *Vice-Chair* – Bjorn Hansen (Union County), Dan Leaver (Charlotte General Services), Trent Sellers – alt for Mark Wiebke (Charlotte Douglas International Airport), Alysia Osborne – alt Taiwo Jaiyeoba (Charlotte Planning, Design & Development), Aaron Tucker (Cornelius), Andrew Ventresca (Davidson), Dave Hill (Huntersville), Todd Huntsinger (Indian Trail), Matthew Todd (Iredell County), Franklin Deese (Marshville), Dana Stoogenke (Matthews), Megan Green (Meck. Co. – LUESA Air Quality), David McDonald (CATS), Nathan Farber – alt Steve Frey (Mint Hill), Lisa Stiwinter (Monroe), Erika Martin (Mooresville), Jeff Littlefield – alt for Brett Canipe (NCDOT – Div. 10), Pam DiGiovanni (NCDOT Integrated Mobility), Dominique Boyd (NCDOT-TPD), Travis Morgan (Pineville), Justin Russell – alt for Chris Easterly (Stallings), Steve Bridges (Statesville), George Berger (Troutman), Matt Hubert (Waxhaw), Gwen Cook (Focus Area Representative – Greenway), David Harrison (Focus Area Representative – Pedestrian)

Staff: Curtis Bridges (CRTPO), Neil Burke (CRTPO), Robert Cook (CRTPO), Jerrel Leonard (CRTPO), Judy Dellert-O’Keef (CRTPO), Catherine Mahoney (CRTPO), Agustin Rodriguez (CRTPO), Jennifer Stafford (CRTPO), Theo Thomson (CRTPO), Loretta Barren (FHWA), Warren Cooksey (NCTA), Theo Ghitea (Waxhaw), Andy Grzymiski (CDOT), Alex Riemondy (CDOT), Ron Shoultz (ICATS), Wendy Taylor (NCDOT-Div.10), David Wasserman (NCDOT), Nastasha Earle-Young (NCDOT)

Guests: Andrew Babb (Pond + Co.), Scott Cole (RS&H), Sabrina Colon (HDR), Rob Hanson (SEPI), Dr. Michael Miltich (Cornelius), Suzette Morales (FHWA), Erin Musiol (RS&H), Bill Thunberg (LNTC), Kevin Walsh (HDR), LyubaZuyeva (VHB)

Liz Babson opened the virtual meeting at 10:00 a.m. Catherine Mahoney reviewed the virtual meeting guidelines and conducted a roll call to document attendance. Ms. Mahoney determined that a quorum was achieved.

2. Adoption of the Agenda

Ms. Babson stated there was a request to move Business Item 4.4, NCDOT Strategic Corridor U Study, to the Information Report section of the agenda. She asked if any additional changes to the agenda were necessary. Hearing none, she asked for a motion to approve today’s revised agenda.

Motion:

David McDonald made a motion to approve today’s revised agenda. Franklin Deese seconded the motion. A roll call vote was conducted, and the motion passed unanimously.

3. Consideration of Consent Agenda

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

- Approval of the July 2, 2020 TCC Minutes
- Recommend that the Board approve the 2020-2029 TIP Amendments for seven projects

Motion:

Mr. McDonald made a motion to approve the consent agenda. Andrew Ventresca seconded the motion. A roll call vote was conducted, and the motion passed unanimously.

TCC BUSINESS ITEMS

4.1 Charlotte Area Transit System 2020-2029 TIP Amendments

Presenter: David McDonald

Summary:

Mr. McDonald 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. McDonald began his presentation stating the requested action is to recommend that the CRTPO Board approve six amendments to CATS transit projects within the CRTPO's 2020-2029 TIP. He stated the reasons for the TIP amendments are as follows:

- Two projects from the 2018-2027 TIP were omitted from the 2020-2029 TIP;
- Metropolitan Transit Commission (MTC) budget development often changes the timing and source of funds for projects;
- Maintain consistency between the adopted MTC budget and the 2020-2029 TIP.

He stated that the amendments are being recommended for action this month because NCDOT's process to add transit TIP amendments to the Board of Transportation agenda may take several months. Mr. McDonald concluded his presentation by restating the requested action.

Motion:

Dan Leaver made a motion to recommend that the CRTPO Board approve six amendments to CATS transit projects within the CRTPO's 2020-2029 TIP. Franklin Deese seconded the motion. A roll call vote was conducted, and the motion passed unanimously.

4.2 Discretionary Policy Guide Amendments

Presenter: Jennifer Stafford

Summary:

Ms. Stafford began her presentation by stating that the requested action is to recommend that the CRTPO Board approve amendments to the Discretionary Funds Policy Guide to clarify the policy on using Bonus Allocation funds, project cost estimation, and the addition of new criteria to evaluate supplemental funding for existing discretionary projects. She explained the five proposed amendments reflect lessons learned since the policy was adopted last year and will offer more clarification and transparency during future project calls.

She explained that the first amendment adds a clause about the intent of Bonus Allocation (BA) funding within the Strategic Transportation Investment (STI) legislation. The intent of the BA funding is to offer an incentive to MPOs and their member jurisdictions to consider tolling fund the construction of eligible highway projects.

Ms. Stafford stated that the second amendment includes a provision to exempt the policy's local match for Bonus Allocation (BA) funds. However, if the project using BA funds does not have funding authorization prior to the five-year deadline, the project will either be cancelled or new discretionary funds may be applied requiring a minimum 20% match.

The purpose of the third amendment adds an additional criterion to the list of priorities for awarding CRTPO's discretionary funds. The new criterion states BA funding may be applied to projects which comply with STI law and allocated to highway projects within the county(ies) that the toll project is located.

Ms. Stafford explained the fourth amendment clarifies contingencies that should be applied to project cost estimates during the project submittal process. She stated the existing policy defines three project phases and lists the required contingencies per phase. The proposed amendment clarifies the three project phases by defining a percentage of completion. Ms. Stafford stated the planning project phase shall only be used when a project is expected to be constructed. The proposed amendment exempts planning studies from the contingency requirement within the cost estimate.

She stated the fifth amendment provides a definition for shortfall projects and criteria for evaluating the validity of shortfall requests. She explained the new criteria was presented to the TCC and Board for Information in June and was used to evaluate the 2019 and 2020 shortfall applications.

Ms. Stafford concluded her presentation by restating the requested action and asked for questions.

Motion:

Dana Stoogenke made a motion to recommend that the CRTPO Board approve amendments to the Discretionary Funds Policy Guide to clarify the policy on using Bonus Allocation funds, project cost estimation, and the addition of new criteria to evaluate supplemental funding for existing discretionary projects. Erika Martin seconded the motion. A roll call vote was conducted, and the motion passed unanimously.

4.3 Discretionary Project Suspension Prioritization

Presenter: Jennifer Stafford

Summary:

Ms. Stafford 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:

Ms. Stafford began her presentation by stating that the requested action is to recommend that the CRTPO Board approve the prioritized list of six suspended CRTPO discretionary projects to resume work once NCDOT's available revenue exceeds the state-mandated minimum cash balance. She explained that NCDOT has suspended projects statewide due to the decrease in revenues, as a result of the COVID-19 pandemic, Map Act settlements and weather-related relief efforts. According to state law, once NCDOT's available revenues are less than the minimum cash balance, the department can no longer enter into new contracts that spend money on transportation projects. These suspended projects include 65 of CRTPO's projects funded with federal direct attributable funding. Ms. Stafford explained that NCDOT's Planning and Programming Division staff has notified CRTPO that an initial allotment of federal funds for discretionary projects will be made available to CRTPO once the

Department exceeds the minimum cash balance. NCDOT has calculated the initial allotment for CRTPO as \$5,456,964, of which \$1,408,714 must be allocated for roadway construction projects.

Ms. Stafford explained that Project Oversight Committee (POC) has reviewed the suspended project list and developed a prioritized list of six existing projects (5 roadway/1 bicycle/pedestrian) that meet the following criteria:

Projects under construction with shortfalls – (supplementals agreements are suspended)	3 Projects
Projects that NCDOT required the town to prepaid match	1 Project
CRTPO's oldest projects that have been suspended projects with construction authorization	2 Projects

Ms. Stafford stated the POC will develop long-term criteria in Fall 2020 to prioritize the remaining suspended projects. She restated the requested action and asked for questions.

Travis Morgan asked if projects may resume work if a municipality agrees to a deferred reimbursement from NCDOT. Ms. Stafford instructed Mr. Morgan to submit his request for a deferred reimbursement to her via email. Mr. Wasserman explained NCDOT has not been able to accept requests for deferred reimbursements since March because the department's available revenues were less than the minimum cash balance. However, the department's revenues are now above the cash floor and NCDOT will consider a request for deferred reimbursements if it is submitted by the MPO. Ms. Stafford stated she will reach out to member jurisdictions to gauge their level of interest in deferred reimbursements and invite NCDOT to meet with the POC to evaluate available funds to fulfill said requests.

Motion:

Ms. Martin made a motion to recommend that the CRTPO Board approve the prioritized list of six suspended CRTPO discretionary projects to resume work once NCDOT's available revenue exceeds the state-mandated minimum cash balance. Mr. Ventresca seconded the motion. A roll call vote was conducted, and the motion passed with Pineville voting in opposition.

4.4 CRTPO Comprehensive Transportation Plan Report

Presenter: Curtis Bridges

Summary:

Mr. Bridges began his presentation by stating the requested action is to recommend that the CRTPO Board adopt the CTP Report which includes locally adopted multimodal plans (by reference) to meet NCDOT's Complete Streets Policy requirements. He stated NCDOT had adopted an update to its Complete Streets Policy in 2019 with provisions to ensure that multi-modal facilities are incorporated into project development processes. The updated policy requires the multimodal recommendations from jurisdiction plans be adopted within each MPO's adopted CTP in order to qualify for state funding for multimodal betterments on transportation projects. Mr. Bridges explained that staff developed a Draft CTP Report which includes local plan references and other common CTP elements to meet NCDOT's Complete Street Policy requirements. He added that additional amendments to the CTP maps may be necessary to reflect locally recommended facility types. Mr. Bridges then provided an overview of the

CTP report. The document contains six chapters and six appendices. He concluded his presentation by restating the requested action and asking for questions.

Matt Hubert shared information about a railroad crossing project in Waxhaw, funded by a CRISI grant, that does not include complete street facilities because the state expects them to be constructed as development occurs. He reiterated the importance of reflecting planned complete street facilities in the CTP.

Motion:

Mr. McDonald made a motion to recommend that the CRTPO Board adopt the CTP Report which includes locally adopted multimodal plans (by reference) to meet NCDOT's Complete Streets Policy requirements. Dave Hill seconded the motion. A roll call vote was conducted, and the motion passed unanimously.

INFORMATION REPORTS

5.1 NCDOT Strategic Corridor U Study

Presenter: Nastasha Earle-Young, NCDOT

Summary:

Ms. Earle-Young 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:

Ms. Earle-Young began her presentation by stating that NCDOT adopted the Strategic Transportation Corridors (STC) Network in 2015 to establish a multimodal, high-priority system of highways, rail lines, ports, and airports to support smart planning, help set long-term investment decisions, and ensure that North Carolina's economic prosperity goals are achieved. She explained that the corridor master plan for U.S. 74, from I-26 in Polk County to U.S. 117 in Wilmington, identified as Corridor U in the STC Framework, is being advanced from its more general network-level identification to a corridor-specific master plan vision built upon a common technical framework. Within the CRTPO planning area, Corridor U follows I-85, I-485 south and east to US 74; where it travels along the Monroe Expressway and US 74 to the Union/Anson County line.

Ms. Earle-Young then provided a history of NCDOT's planning effort for Corridor U by stating that the study began in the Summer of 2018 with presentations to MPOs and RPOs along the corridor, a public survey was conducted in the spring of 2020, and the final report is anticipated to be complete within the first quarter of 2021. The public survey for Corridor U began on April 6 and concluded on June 6. Over 8,000 responses were received with approximately 150 unique comments from stakeholders. A summary of the survey can be viewed [here](#). Ms. Earle-Young concluded her presentation by stating that action will be requested for the TCC to recommend that the CRTPO Board endorse a corridor vision resolution for this study during the September 3 meeting.

Mr. Deese asked if the vision for Corridor U will impact potential tolling along the Marshville Bypass. Ms. Earle-Young stated the Corridor U study recognizes the Marshville Bypass as it is shown within CRTPO's CTP. After the Bypass is open to traffic it will be reflected on the STC Corridor U map. Consideration for tolling is part of the next steps after the completion of the study.

Ms. Babson asked about the regional benefits for designating US 74 as a freeway. Ms. Earle-Young stated a freeway designation will support the freight industry and is aligned with the NCDOT 2040 Statewide Transportation Plan recognition of US 74 as a significant corridor within the state.

5.2 Comprehensive Transportation Plan Work Group Update

Presenter: Dana Stoogenke

Summary:

Ms. Stoogenke began her presentation by providing a brief history of the CTP work group and the initiatives it has covered dating back to 2012. In 2019, the CTP work group was re-initiated to review and provide comments on a CTP white paper that was prepared for CRTPO by the Centralina COG. Ms. Stoogenke then reviewed the draft CTP amendment guidelines that will be incorporated within the CRTPO's Public Involvement Plan (PIP). She concluded the presentation by stating the amendments will be presented to the TCC for amendment within the PIP this fall.

5.3 2050 Metropolitan Transportation Plan

Presenter: Neil Burke

Summary:

Mr. Burke began by stating the purpose of today's presentation was to provide the TCC with an overview of the efforts to prepare the 2050 Metropolitan Transportation Plan (MTP). He provided background on the basic elements of an MTP and stated the plan is expected to be adopted in March 2022. Mr. Burke explained the TCC will asked to take action on components leading up to adoption, including changes (if any) to the roadway ranking methodology, goals and objectives, a financial plan, etc. An Advisory Committee has been established to provide input on critical issues. Due to the scope and complexities of developing an MTP, a consulting firm was selected to assist in the plan's preparation. Mr. Burke concluded his presentation by stating that a virtual public engagement campaign is scheduled to begin next month for the MTP.

5.4 Transportation Conformity Memorandum of Agreement

Presenter: Robert Cook

Summary:

Mr. Cook began his presentation by explaining that the transportation conformity Memorandum of Agreement (MOA) outlines the responsibilities and processes that each signatory will follow to ensure that transportation plans conform to the emissions budgets set forth in North Carolina's State Implementation Plan (SIP). Mr. Cook stated that the Department of Environmental Quality is requesting that the state's MPOs approve updated MOAs. He then reviewed the recommended changes to the MOA and described the revisions as minor or reflect changes added as a contingency. The recommended changes to the MOA will be reviewed in detail during the August 12 Transportation Staff meeting. Mr. Cook explained if no issues are identified at the TSM the MOA revisions will be placed on the consent agenda for approval during the September TCC and Board meetings.

5.5 FY 2020 CRTPO Public Engagement Update

Presenter: Judy Dellert-O'Keef

Summary:

Ms. Dellert-O’Keef 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:

Ms. Dellert-O’Keef provided a summary of the public engagement activities undertaken by CRTPO throughout FY 2020. She explained that the most significant event throughout FY 2020 was the transition to virtual meetings and engagement due to the COVID-19 pandemic. Ms. Dellert-O’Keef stated that livestreaming meetings has increased and staff has implemented new technology and logistics to create a consistent experience for participants. She concluded her presentation by providing an overview of engagement activities for FY 2021, which include the 2050 MTP and the Beyond 77 study.

OTHER REPORTS

6.1. NCDOT Report

No reports were provided from Division 10, Division 12, or the Transportation Planning Division.

Warren Cooksey provided an update about the Monroe Expressway on behalf of the North Carolina Turnpike Authority. He began his presentation by reviewing the traffic and transaction statistics for the facility since it opened in 2018. Mr. Cooksey then reviewed the results of a traffic volume network study based upon volumes collected before and after the Monroe Expressway opened. The results of the traffic study demonstrated that volumes on adjacent roadways have diminished, and travel times have improved. Mr. Cooksey concluded his presentation by providing updates regarding safety initiatives and Monroe Expressway user feedback.

6.2. Project Oversight Committee

No report was provided from the Project Oversight Committee.

6.3. Bicycle and Pedestrian Work Group Report

Mr. Bridges stated the Bicycle and Pedestrian Work Group will meet virtually today at 2:00 p.m.

6.4. Charlotte Regional Alliance for Transportation

No report was provided on behalf of the Charlotte Regional Alliance for Transportation.

6.5 Upcoming Issues

Ms. Mahoney provided updates to the TCC on several initiatives:

- The CONNECT Beyond Project Team would like to engage TCC members as part of its data gathering efforts at next month’s meeting. The session will review the high-level methodology and present preliminary findings based on data collected to date. The session will also seek feedback from members about local plans, projects, and initiatives that may impact the study.
- The 2020 Fall Call for new and shortfall discretionary projects will open August 17, 2020.
- The next Education Session is scheduled for Wednesday, August 19th at 5:00 pm (prior to the Board meeting). The topic of the education session is Atlanta to Charlotte High Speed Rail.

ADJOURN: Ms. Babson determined that the agenda had been adequately completed and adjourned the meeting at 12:16 p.m.