

CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Charlotte-Mecklenburg Government Center, Room 267
February 19, 2020 Meeting
Summary Minutes

Members Attending:

Julie Eiselt (Charlotte), Michael Miltich (Cornelius), Jane Campbell (Davidson), Brian Hines (Huntersville), Marcus McIntyre (Indian Trail), Ken Robertson (Iredell County), Ernestine Staton (Marshville), John Higdon (Matthews), Frederick Becker (Mineral Springs), Brad Simmons (Mint Hill), Lisa Qualls (Mooresville), Jack Edwards (Pineville), Lynda Paxton (Stallings), David Jones (Statesville), Dennis Rape (Union County), Ron Pappas (Waxhaw), Elizabeth Callis (Weddington), Lori Bailey (Wesley Chapel), John Lowery (Wingate)

Non-Voting Members Attending:

Jerry Santoni (Iredell County Planning Board), Jim Walker (NC Turnpike Authority)

1. Call to Order

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

2. Adoption of the Agenda

Summary:

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

Motion:

Jane Campbell made a motion to adopt the revised 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

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 two consent agenda items:

1. Revised January 2020 minutes;
2. 2018-2027 TIP Amendment to delete the Pleasant Plains Road multi-use path project (EB-5779) in Matthews.

Motion:

Brian Hines made a motion to approve the consent agenda items. Mayor Callis seconded the motion. Upon being put to a vote, the consent agenda item was unanimously approved.

6. 2020-2029 Transportation Improvement Program Adoption

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. The presentation's purpose was to request that the board adopt the 2020-2029 TIP. The board was asked to take three actions:

1. Make an air quality conformity determination
2. Adopt the 2045 Metropolitan Transportation Plan amendments
3. Adopt the 2020-2029 Transportation Improvement Program

The presentation reviewed the following issues: public involvement update; TIP financial plan; MTP amendments; the air quality conformity determination. No concerns were raised by the CRTPO board regarding the requested action.

Motion:

Julie Eiselt made a motion to approve the 2020-2029 TIP. Mr. Hines seconded the motion. Upon being put to a vote, the motion was approved.

7. CRTPO Discretionary Program – Recommended Projects

Presenter:

Wayne Herron, Town of Cornelius

Summary:

Mr. Herron provided information to the Board via a memorandum from the agenda packet, the contents of which are incorporated into the minutes. The presentation's purpose was to seek approval of the discretionary project list from the 2019 fall call for projects. Mr. Herron then reviewed the recommended project sheet by highlighting the 14 roadway projects, eight bicycle and pedestrian projects, one transit project, and five local planning projects that were recommended for the CRTPO's discretionary funding. Mr. Herron concluded his presentation by stating that the TCC unanimously recommended that the CRTPO Board approve the discretionary project list from the fall 2019 call during the February 5 meeting.

Ken Robertson asked when the highway/non-highway funding target funding percentages could be reconsidered by the CRTPO Board. Mr. Burke stated that the policy is reviewed by the CRTPO Board annually following the approval of the previous year discretionary project list. He stated that the funding targets will be discussed by the POC and a recommendation will be presented to the TCC and the Board.

Motion:

Marcus McIntyre made a motion to approve the discretionary funds for the projects recommended from the fall 2019 project call. Mayor Simmons seconded the motion. Upon being put to a vote, the motion was approved.

8. 2018–2027 Transportation Improvement Program Amendments: FTA 5310 Funds & Innovative Coordinated Access and Mobility (ICAM) Pilot Program Grant

Presenter:

Arlanda Rouse, CATS

Summary:

Mr. Rouse 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 amend the 2018-2027 TIP to initiate projects funded with Federal Transit Administration (FTA) 5310 funds and to fund the ICAM grant to improve the coordination between transportation services and non-emergency medical transportation services.

The 5310 funds are to be used to enhance the mobility of seniors and individuals with disabilities. Mr. Rouse stated that designated recipients for large urban areas are chosen by state governors. As part of being the designated recipient for the Charlotte Urbanized Areas 5310 funds, it must plan for future transportation needs, ensure integration and coordination among diverse transportation modes; develop project selection criteria consistent with the coordinated planning process and providers, and to notify eligible local entities of funding availability. As part of the implementation of the Coordinated Human Services Transportation Plan (CHSTP), CATS must obligate FFY 2018 and FFY 2017 FTA 5310 funds to the 2018-2027 TIP for the FY2020 and FY 2021 budget years. Since these funds can be spent on a combination of Capital Projects, Operating Projects and Administrative Oversight; FTA requires that each project type be represented in the TIP. The agencies that will receive the funds are as follows: Iredell County Area Transit System (ICATS); Metrolina Association of the Blind

(MAB); Union County Transit; Centralina Council of Governments (CCOG); Mainstreaming Consultants, dba, Disability Rights & Resources (DRR). CATS provides administrative oversight of the Section 5310 funds and will use a portion of the funds for that purpose.

Mr. Rouse stated that one TIP amendment is requested by CATS to fund Innovative Coordinated Access and Mobility (ICAM) Pilot Program grant. These funds are provided by the FTA to improve the coordination of the transportation services and non-emergency medical transportation services. The ICAM TIP amendment will provide the funding for the Capital costs funding available from the FTA. C.W. Williams Community Health Center applied and was awarded \$140,000 (\$112,000 fed & \$28,000 local). The health center will purchase two lift-equipped passenger vans and provide non-emergency transportation to a minimum of 1,000 transportation disadvantaged citizens in Mecklenburg and surrounding communities. CATS will serve as the recipient of ICAM funds and provide subrecipient oversight to ensure federal requirements are met.

Dennis Rape asked about how the direct recipient is determined for these funds. Mr. Rouse explained that the state governors determine the direct recipients for the 5310 funds in large urban areas.

David McDonald of CATS answered questions from CRTPO Board members regarding the differences in how the Section 5303, 5307, and 5310 funds are allocated. Mr. McDonald offered to present the information regarding the federal transit formula to the CRTPO Board during an upcoming meeting.

Ken Robertson expressed concerns as to how the Section 5303 and 5307 funds have been allocated. He explained that ICATS has had to reduce its medical trips service, and the county commissioners have directed staff to work with CRTPO staff to re-examine the 5307 formula.

Lynda Paxton requested a presentation to the CRTPO Board on the Section 5307 formula with details as to when the formula was most recently amended by the CRTPO.

Mr. Burke stated that the section 5307 formula will be discussed at an upcoming Transportation Staff meeting, and a report will be provided to the CRTPO Board during the March meeting.

Motion:

Mayor Becker made a motion to amend the 2018-2027 TIP for the FTA's Section 5310 program and the ICAM pilot program grant for the following reasons:

- a) Section 5310: Obligate FFY 2018 and FFY 2017 FTA 5310 funds to the 2018-2027 TIP for the FY 2020 and FY 2021 budget years.
- b) ICAM: Fund an Innovative Coordinated Access and Mobility (ICAM) Pilot Program grant.

Ms. Campbell seconded the motion. Upon being put to a vote, the motion was approved.

9. Performance-Based Planning: 2020 Safety Targets

Presenter: Robert Cook

Summary:

Mr. Cook provided information to the Board via a memorandum from the agenda packet, the contents of which are incorporated into the minutes. The presentation's purpose was to seek approval of the 2020 safety targets as part of implementing performance-based planning requirements. An information report on the 2020 safety targets was provided during the January board meeting and no concerns were identified. Mr. Cook stated that the board initially endorsed safety targets in November 2017. NCDOT released the proposed 2020 targets at the end of August, and based on rules established by the FHWA, the CRTPO has until February 27 to endorse the NCDOT targets or adopt its own targets.

Mayor Higdon asked if there is a plan that offers recommendations to improve the CRTPO's safety performance. Mr. Cook stated that the Highway Safety Improvement Plan (HSIP) is maintained by NCDOT and is the primary source of recommendations for projects and programs that are intended to improve safety performance.

Motion:

Mr. Hines made a motion to approve the CRTPO's 2020 safety targets. Ms. Eiselt seconded the motion. Upon being put to a vote, the motion was approved.

10. FY 2019 & FY 2020 Unified Planning Work Program and TIP Amendments

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 approve two actions related to the UPWP:

1. Amend the FY 2020 UPWP to reallocate funds across task codes and to add FY 2019 locally-administered transportation planning projects
 - a. Reallocate \$179,489 from Task Code II-B: Planning Process to Task Code II-B-3: Special Studies;
 - b. Incorporate the five transportation planning projects into the FY 2020 UPWP.
2. Amend the 2018-2027 Transportation Improvement Program (TIP) to allocate \$329,489 of FY 2020 Surface Transportation Block Grant-Direct Attributable (STBG-DA) funds
 - a. Add STBG-DA funding of \$179,489 to replace funds moved from II-B to II-B-3;
 - b. Add STBG-DA funding of \$150,000 for the FY 2019 Matthews/CATS LYNX Silver Line Rail Trail Study.

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 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 Board is being asked to approve these amendments in February. He stated that \$179,489 is recommended to be reallocated from Task Code II-B: Planning Process to Task Code II-B-3: Special Studies within the FY 2020 UPWP.

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
- Town of Matthews Stevens Creek Nature Preserve Access Study
- Town of Troutman Southwest Bypass Study
- Town of Stallings Greenway Plan
- Town of Matthews/CATS LYNX Silver Line Rail Trail Study

Motion:

Mayor Higdon made the following motion:

1. Amend the FY 2020 UPWP to reallocate funds across task codes and to add FY 2019 locally-administered transportation planning projects
 - a. Reallocate \$179,489 from Task Code II-B: Planning Process to Task Code II-B-3: Special Studies;
 - b. Incorporate the five transportation planning projects into the FY 2020 UPWP.
2. Amend the 2018-2027 Transportation Improvement Program (TIP) to allocate \$329,489 of FY 2020 Surface Transportation Block Grant-Direct Attributable (STBG-DA) funds
 - a. Add STBG-DA funding of \$179,489 to replace funds moved from II-B to II-B-3;
 - b. Add STBG-DA funding of \$150,000 for the FY 2019 Matthews/CATS LYNX Silver Line Rail Trail Study.

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

11. **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 update the Board on the preparation of the FY 2021 UPWP. He stated that action to approve the FY 2021 will be requested of the Board during the March meeting. An overview of the UPWP was provided. The UPWP is the CRTPO's budget. Funding levels were reviewed. Mr. Cook stated that the CRTPO Board approved three new positions within the FY 2021 UPWP. He explained that this will increase the STBG-DA funds needed from \$800,000 to \$1,100,000. As a result, the member jurisdictions contributions to the local match will increase by a nominal amount. Mr. Cook explained that jurisdictions are anticipated to be phased into the increased local match over two fiscal years given the amount of time that it takes to hire staff.

The FTA directed the CRTPO to solicit all transit agencies for potential projects that would utilize section 5303 funds, and five proposals were received. Mr. Cook reviewed the Section 5303 fund requests by transit agency. The CRTPO has \$980,352 in 5303 funds for FY 2021, and a call for projects/initiatives was conducted to allocate the funds. Each of the CRTPO's four transit agencies (CATS, ICATS, MTS, Union County) applied and received 5303 allocations. Mr. Cook explained that a portion of the Section 5303 funds are being recommended to fund the CRTPO transit planner position and the Metrolina Regional Model maintenance and updates. He concluded his presentation by reviewing the anticipated allocations and tasks within the FY 2021 UPWP.

12. **CRTPO Self-Certification**

Presenter:

Robert Cook

Summary:

Mr. Cook stated that federal regulations require MPOs to annually self-certify to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) that their planning processes address the major issues facing the planning area and are being conducted in accordance with all applicable requirements of the metropolitan planning process and related requirements. Mr. Cook stated a checklist was included within the agenda packet that addressed all major regulations and statutes. The checklist was a part of the agenda packet. Staff's finding was that the CRTPO was meeting all requirements. Board action will be requested during the March meeting to adopt the resolution.

13. **I-77 Bonus Allocation Project Fund Authorizations**

Presenter: David Wasserman, NCDOT

Summary:

Mr. Wasserman provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. He began his presentation by explaining how the Bonus Allocation was defined within the STI law. The CRTPO was allocated \$144.5 in Bonus Allocation funds from the I-77 Express Lane project in 2015. All I-77 Bonus Allocation funds must be authorized to projects within five years of construction authorization for the I-77 Express Lanes project. Staff is working with NCDOT to ensure that all funds will be authorized by June 30, 2020. A series of administrative modifications and funding reallocations are necessary to ensure that all funds have been authorized by the deadline. The CRTPO Board will be requested to take action on two funding reallocations TIP amendments during the March meeting. Mr. Wasserman explained that funding reallocations are necessary because there were overbillings on the I-77 direct connect interchanges and the NC 150 bridge over Lake Norman will not meet the construction authorization deadline of June 30, 2020 for the separated bicycle/pedestrian path.

14. **Upcoming Agenda Items**

Presenter:

Neil Burke

Summary:

An overview of the March 2020 agenda was provided. The March 2020 CRTPO Board agenda will include the adoption of the FY 2021 UPWP and CRTPO Self-Certification; approval of a request to open a public comment period on 2020-2029 TIP and 2045 MTP amendments for the East-West Connector project in Mooresville; a presentation from leadership on the NC Turnpike Authority; request for approval of the I-77 Bonus Allocation Project Funding Authorizations; and approval of a CTP amendment for the Western Parkway and approval of US and NC Route changes within the City of Charlotte. An update on the effort to re-examine the Section 5307 funding allocation will be provided during the March meeting.

Mr. Burke provided the following announcements:

- Information was provided to the Board regarding the filing requirement for delegates and alternates 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 Charlotte Regional Alliance for Transportation (CRAFT) Executive Board meeting will be held on Tuesday, February 25 in Gastonia.
- An education session on transportation funding will be held on Wednesday, March 18 at 5:00 p.m. in room 280.

Mr. Cook introduced Jennifer Stafford as the new Project Development Planner with the CRTPO. Ms. Stafford will oversee the CRTPO discretionary projects program.

13. Adjourn

The meeting adjourned at 7:25 p.m.