

**CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION**

**Remote Participation Only**

**June 16, 2021 Meeting**

**Summary Minutes**

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

Julie Eiselt (Charlotte), Michael Miltich (Cornelius), Jane Campbell (Davidson), Brian Hines (Huntersville), Melissa Neader (Iredell County), Ernestine Staton (Marshville), Renee Garner (Matthews), Pat Cotham (Mecklenburg County), John Higdon (Metropolitan Transit Commission), Frederick Becker (Mineral Springs), Lisa Qualls ( Mooresville), Jack Edwards (Pineville), William Morgan (Statesville), Teross Young (Troutman), David Williams (Union County), Ron Pappas (Waxhaw), Lori Bailey (Wesley Chapel), Tony Lathrop (NCBOT – Division 10)

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

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

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**1. Call to Order**

Chairman Michael Miltich called the June 2021 CRTPO meeting to order at 6:00 p.m. He explained that this meeting would be conducted virtually, and then he reviewed the virtual meeting guidelines and etiquette. CRTPO Delegates and Alternates as well as residents were able to participate in the virtual meeting by using a combination of online meeting software, conference call, and live stream from the CRTPO’s Facebook Page.

Chairman Miltich reminded the Board that usage of the chat box function within the online meeting software is part of the Board public record.

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 Board 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.

Chairman Miltich polled the Board to determine if votes can be cast by acclamation unless opposition (“nay” vote) from at least one Board member is made. The purpose of the vote by acclamation would be to minimize confusion if the votes were unanimous and to run the virtual meeting as efficiently as possible.

If an opposing vote to approve the particular vote by acclamation was cast, then the Chairman would direct the Secretary to conduct a roll call vote of each attending jurisdiction. If no opposing vote is cast a second time, then the motion will be recorded as “approved unanimously by acclamation.” No opposition was voiced with this voting method from the Board for the meeting tonight.

## **2. Adoption of the Agenda**

### Summary:

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

### Motion:

Chairman Miltich made a motion to the Board to adopt the agenda by acclamation unless at least one opposing vote is cast. No opposing vote was cast. Upon being put to a vote, the motion to adopt the agenda as presented was approved by acclamation.

## **3. Public Comment Period**

1. Judson Stringfellow spoke in opposition to the proposed CTP alignment amendment of Fred D. Alexander Boulevard in Charlotte. The Board approved the opening of a public comment period on the alignment amendment during the May 19 meeting. Mr. Stringfellow stated that he was the owner and developer of McGee Place, a new residential development along Beatties Ford Road. He explained that the alignment amendment would cause 33 of the lots within this development to be in violation of the City of Charlotte’s zoning ordinance by violating the setback requirements. In addition, he mentioned that three lots in the rear of the development would be cut off due to the roadway radius of the proposed alignment. Mr. Stringfellow explained that he will speak during the public comment period during the July 21 Board meeting to explain the materials that he provided as part of the public comment period.
2. David Hensley stated that he was the co-developer of McGee Place. He also spoke in opposition to the proposed CTP alignment amendment of Fred D. Alexander Boulevard citing that the residential development was not designed to be located adjacent to a thoroughfare and this will cause aesthetic and financial distress to the properties. Mr. Hensley stated that two counterproposals to the proposed alignment have been submitted to the City of Charlotte that would diminish the impact to the residential development.

## **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 consent agenda item:

1. May 19, 2021 CRTPO Board Meeting minutes
2. 2020-2029 Transportation Improvement Program (TIP) Amendments

### Motion:

Chairman Miltich made a motion to the Board to approve the consent agenda item by acclamation unless at least one opposing vote is cast. No opposing vote was cast. Upon being put to a vote, the motion to adopt the consent agenda was approved by acclamation.

## **6. 2050 Metropolitan Transportation Plan**

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 obtain the Board’s consent to release the 2050 MTP draft fiscally constrained roadway project list and Active Transportation Corridors component for

public comment. If approved, the comment period would be from June 17 until July 14. The process to develop the project list was reviewed, including the role of the Roadway Ranking Review Committee that included membership from throughout the CRTPO planning area. The board-approved financial assumptions were reviewed, along with summaries of available funding at the three STI tiers: Statewide; Regional Impact; Division Needs. The fiscally constrained roadway project list was reviewed. The Active Transportation component was also reviewed. The TCC unanimously recommended that the board release the fiscally constrained roadway project list for public comment during the June 3 meeting.

Motion:

Chairman Miltich made a motion to the Board to approve the opening of a public comment period on the draft fiscally constrained roadway project list and Active Transportation Corridors for the 2050 MTP. The motion would be approved by acclamation unless at least one opposing vote was cast. No opposing vote was cast. Upon being put to a vote, the motion to approve the opening of a public comment period on the draft fiscally constrained roadway project list and Active Transportation corridors for the 2050 MTP was approved by acclamation.

## **7. Discretionary Program Funding Recommendations**

Presenter:

Andrew Ventresca, Town of Davidson

Summary:

Mr. Ventresca 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 seek approval of the following recommendations for the Discretionary Program Funding as recommended by the TCC:

- 1) Supplemental Funding: Approve \$3,314,000 of the CRTPO's unobligated future year STBG-DA funding to five existing discretionary projects that have experienced shortfalls and amend the 2020-2029 TIP to allocate the funding to the existing discretionary projects.
- 2) COVID Relief/Highway Infrastructure Programs: Approve the total amount of \$7,949,000 to be allocated to NCDOT Division 10 maintenance projects in Mecklenburg and Union Counties and Division 12 projects within Iredell County.

He began his presentation by stating that the spring 2021 supplemental funding round was held for member jurisdictions from March 1 until April 30 to request additional funds to address shortfalls for existing discretionary-funded projects. Five supplemental funding applications were submitted by member jurisdictions requesting a total of \$3,314,000 in additional funding. He explained that the Project Oversight Committee (POC) reviewed the shortfall proposals and determined that all applications qualified for additional funding based upon the supplemental funding criteria within the CRTPO Discretionary Funds Policy.

Mr. Ventresca explained that the CRTPO received \$7,949,000 in COVID relief funds in February 2021. The intent of these funds is to get people back to work quickly. The COVID funds must be obligated to eligible projects by September 30, 2024. Mr. Ventresca explained that the POC recommended to the TCC that the COVID relief funds are allocated to maintenance projects because funding can quickly be authorized to these projects, CRTPO has not traditionally funded maintenance projects, and these projects will rapidly mobilize workforces. Population share was utilized to allocate the \$7,949,000 in COVID relief funds equitably across the three-county area. NCDOT Division 10 & 12 staffs submitted prioritized maintenance project lists to the POC as part of the recommendation process.

Motion:

Chairman Miltich made a motion to the Board to approve the supplemental and COVID relief funding allocations as recommended by the TCC. The motion would be approved by acclamation unless at least one opposing vote was cast. No opposing vote was cast. Upon being put to a vote, the motion to approve the supplemental and COVID relief funding allocations was approved by acclamation.

## **8. FY 2021 Unified Planning Work Program Amendments**

Presenter: Robert Cook

### Summary:

Mr. Cook explained that amendments to the FY 2021 Unified Planning Work Program (UPWP) was necessary due to spending in the Management & Operations task code is outpacing the funds originally allocated when the FY 2021 UPWP was adopted in March 2020. He explained that a portion of the excess spending within this task code can be attributed to costs associated with the development of the Strategic Plan. The proposed amendment would increase the funding levels by \$100,000 within the Management and Operations task code by reallocating \$50,000 from the Data Planning & Support and an additional \$50,000 from the Transportation Improvement Program task code. Mr. Cook concluded his presentation by stating that the TCC unanimously recommended that the Board approve the FY 2021 UPWP amendment during the June 3 meeting.

### Motion:

Chairman Miltich made a motion to the Board to approve the FY 2021 UPWP amendment as recommended by the TCC. The motion would be approved by acclamation unless at least one opposing vote was cast. No opposing vote was cast. Upon being put to a vote, the motion to approve FY 2021 UPWP amendment was approved by acclamation.

## **9. Transit Education Initiative Task Force Update**

Presenters: Jerrel Leonard and Michael Johnson

### Summary:

Mr. Leonard and Mr. Johnson provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes.

Mr. Johnson began the presentation by explaining the purpose of convening the Transit Education Initiative (TEI) Task Force was to gain a common understanding of the parameters for Federal Transit Administration (FTA) funding within the CRTPO and determine the feasibility of recommending a modification of the CRTPO formula for allocation of FTA 5307 funding to eligible CRTPO recipients. He stated that the CRTPO adopted an FTA 5307 formula for CATS (as designated recipient) to sub-allocate the FTA 5307 funds to transit agencies within the Charlotte Urbanized area. The formula was initially adopted in 2014 and amended in 2017. Some of the local agencies have challenged the formula, which led to Chairman Miltich commissioning the TEI task force in 2020.

Mr. Leonard reviewed the CRTPO's current 5307 sub-allocation formula, which is used to allocate annual funding to the transit agencies by 33% annual Vehicle Revenue Miles; 33% fleet size; and 33% ridership. He explained that transit agencies utilize 5307 funds for project planning and development, bus replacements, capital investments, and operating assistance. The TEI reviewed sub-allocation formulas from peer regions and developed five potential formulas. The TEI recommends option 5A which shares an award for low-income population directly with local agencies before applying the formula to the balance of the 5307 funds. The majority of the TEI task force supports option 5A because it focuses on the federal requirement of fleet performance and allocates additional funding to the transit agencies based upon the terms established within the CRTPO MOU. Mr. Leonard concluded the presentation by stating that action will be requested for the Board to approve the recommended 5307 formula during the July 21 Board meeting.

Mayor Higdon asked if it was premature for the Board to approve a formula given the release of the urbanized area data from the 2020 census. Mr. Leonard explained that the TEI was formed to respond to concerns with the current 5307 formula in 2020, and it will be re-evaluated following the release of the UA data to determine if additional transit agencies have been incorporated within the planning area.

## **10. CATS 2030 Transit System Plan CTP Map Amendments**

Presenter:

Summary:

Mr. Lawrence and Mr. Mock 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 review a series of proposed CTP amendments to the transit map based upon the Metropolitan Transit Commission's approval of the 2030 CATS Transit System Plan.

Mr. Mock reviewed the proposed CTP amendments to the CRTPO transit map to depict the LYNX Silver Line refinements to the locally preferred alternative, the LYNX Blue Line Extension to the Ballantyne Community; and a new LYNX Blue Line Station located between the existing New Bern and East/West Stations within the South End neighborhood in Charlotte.

Mr. Lawrence concluded the presentation by stating that action will be requested that the Board approve the CTP amendments from the CATS 2030 System Plan during the July 21 Board meeting.

Mayor Pro-Tem Eiselt expressed concern for passengers to be able to easily connect between the LYNX Blue Line and the LYNX Silver Line Uptown as well as the connections to the terminal at Charlotte-Douglas Airport. Mr. Lawrence explained that the scope of the CTP amendments is primarily to identify the proposed fixed guideway alignments and station locations. Connections between the LYNX Silver Line and existing transit lines and the airport will be addressed in the upcoming design processes.

## **11. Upcoming Agenda Items**

Presenter:

Neil Burke

Summary:

The July 2021 Board meeting will include the following agenda items:

- *Business Items:*
  - CTP Amendments
    - Fred D. Alexander Boulevard alignment in Charlotte
    - CATS 2030 Transit System Plan Recommendations
  - 5307 sub-allocation formula amendment from the TEI task force
  - Transportation Alternatives Program (TAP) criteria revisions
  - Transit Safety Performance Based Planning Target Adoption
- *Information Reports:*
  - 2050 Metropolitan Transportation Plan – public comment period
  - Beyond 77 Corridor Study

Mr. Burke made the following additional announcements:

- Beyond 77: Two virtual workshops will be held on June 24 and June 28 to review the updated list of solutions and the initial draft of the implementation plan.
- A CRTPO Strategic Plan Virtual Steering Committee workshop will be held tomorrow to review the strategies developed for each goal.

## **12. Board Member Comments**

Presenter:

Michael Miltich

Mr. Burke reviewed the results of a survey that was administered to Board members to obtain their preferences regarding the return to in-person meetings as a result in the reduction of positive COVID infections. The majority of Board members that participated in the survey did not have concerns with attending in-person meetings, but many also wish to keep the flexibility that virtual meetings provide in terms of distance travelled and time savings.

Chairman Miltich expressed the desire to retain flexibility in allowing virtual participation of the voting members of the Board while using discretion to require in-person attendance at future meetings when there are a significant number of action items on an agenda. He will work with Mr. Burke to revise the Board's bylaws to continue to allow virtual meeting participation with the chairman's discretion to require in-person attendance during certain meetings.

**13. Adjourn**

The meeting adjourned at 7:45 p.m.