

**CRTPO TECHNICAL COORDINATING COMMITTEE**  
**Summary Meeting Minutes**  
**March 2, 2023**

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**Voting Members:** *Chair* – Liz Babson (CDOT), *Vice-Chair* – Andrew Ventresca (Troutman), Samantha Miller – alt for Dan Leaver (Charlotte General Services), Candice Rorie – alt for Alyson Craig (Charlotte PD&D), Aaron Tucker (Cornelius), Andrew Golden (Davidson), Heather Maloney (Huntersville), Dana Stoogenke (Matthews), Jason Lawrence – alt for David McDonald (Metropolitan Transit Commission), Steve Frey (Mint Hill), Will Washam – alt for Erika Martin ( Mooresville), Theo Ghidea – alt for Brett Canipe (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Alex Rotenberry (NCDOT-IMD), Dominique Boyd (NCDOT-TPD), Justin Russell (Stallings), Genesis Harrod (Statesville), Bjorn Hansen (Union County), Robert Tefft (Weddington), Alex Riomondy (Focus Area Representative – Bicycle), Gwen Cook (Focus Area Representative – Greenway), Clint Grant (Focus Area Representative – Health), Tracy Houk (Focus Area Representative - Pedestrian)

**Staff:** Curtis Bridges (CRTPO), Neil Burke (CRTPO), Kendall Clanton (CRTPO), Robert Cook (CRTPO), Temekia Dae (CRTPO), Judy Dellert (CRTPO), Brian Elgort (CRTPO), Travis Johnson (CRTPO), Jerrel Leonard (CRTPO), Jennifer Stafford (CRTPO), Theo Thomson (CRTPO), Rox Burhans (Cornelius), Justin Carroll (CDOT), Kathryn Cogar (CDOT), Warren Cooksey (NCTA), Andy Grzymiski (CDOT), Amelia Helms (NCDOT), Martin Kinnamon (CDOT), Scott Miller (NCDOT), Felix Obregon (NCDOT), Erin Pratt (CDOT), Johanna Quinn (CDOT)

**Guests:** Erin Musiol (RS&H)

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Liz Babson opened the meeting at 10:01 a.m. after Travis Johnson determined that a quorum was achieved.

**2. Adoption of the Agenda**

Ms. Babson asked if changes to the agenda were necessary. Hearing none, she asked for a motion to approve today's agenda.

Motion:

Andrew Ventresca made a motion to approve today's agenda; Will Washam seconded the motion. The motion passed unanimously.

**3. Consideration of Consent Agenda**

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

- Approval of the February 2, 2023 TCC Minutes
- FY 2023 CRTPO Self Certification

Motion:

Heather Maloney made a motion to approve the consent agenda. Candice Rorie seconded the motion. The motion passed unanimously.

**TCC BUSINESS ITEMS**

#### **4.1 FY 2024 Unified Planning Work Program**

Presenter: Robert Cook

Summary:

Mr. Cook provided information to the TCC via a PowerPoint presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

Mr. Cook presented the final draft of the FY 2024 Unified Planning Work Program (UPWP). His presentation reviewed the UPWP development process, updates to the final draft, funding allocations, and key initiatives.

The development of the FY 2024 UPWP started in October 2022. The first draft was shared with the TCC in January of 2023 and an updated draft was shared in February. The total combined federal and local match for the FY 2024 UPWP funds \$6,742,612 to CRTPO tasks. Key initiatives for FY 2024 include Beyond 77 Implementation, Metrolina Regional Model, Memorandum of Understanding Reassessment, Strategic Plan, CONNECT Beyond, and 2055 Metropolitan Transportation Plan.

Additionally, five local planning projects and ten carry-over projects are also being funded. The ten carryover projects were funded in prior fiscal years.

He concluded his presentation by requesting the TCC to recommend that the CRTPO Board approve the FY 2024 UPWP.

Motion:

Dana Stoojenke made a motion to recommend that the CRTPO Board approve the FY 2024 Unified Planning Work Program. Mr. Ventresca seconded the motion. The motion passed unanimously.

#### **4.2 Draft 2024-2033 Transportation Improvement Program**

Presenter: Travis Johnson

Summary:

Mr. Johnson provided information to the TCC via a PowerPoint presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

Mr. Johnson provided an update on the Draft 2024-2033 Transportation Improvement Program (TIP) development process and requested that the TCC recommend that the CRTPO Board approve the opening of a public comment period from March 16 until April 14 on the Draft 2024-2033 TIP; 2050 Metropolitan Transportation Plan (MTP) amendments; and air quality conformity determination.

NCDOT released a revised 2024-2033 State Transportation Improvement Program (STIP) to the MPOs throughout the state on August 4, 2022. The CRTPO Board approved the two project status swaps within the 2024-2033 STIP before the department's deadline of October 28. NCDOT held a public comment period in the fall of 2022 and anticipates seeking approval from the NC Board of Transportation in June of 2023.

Since the release of the Draft 2024-2033 TIP, CRTPO staff has reviewed its proposed content and project schedules with the TCC, CRTPO Board, and participated in interagency consultation meetings.

The TCC will be asked to recommend that the CRTPO Board adopt the Draft 2024-2033 TIP in June of 2023.

Motion:

Mr. Washam motioned to recommended that the CRTPO Board approve the opening of a public comment period from March 16 until April 14 on the adoption of the Draft 2024-2033 TIP; 2050 MTP amendments; and air quality conformity determination. Samantha Miller seconded the motion. The motion passed unanimously.

**4.3 Proposed Transit Work Group**

Presenter: Jerrel Leonard

Summary:

Mr. Leonard provided information to the TCC via a PowerPoint presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

Mr. Leonard requested that the TCC recommend to the CRTPO Board that it formally establish the transit work group.

His presentation provided an update on the proposed transit work group. He reviewed the background, purpose, and membership of this proposed work group.

In 2021, transit providers were interviewed to identify the steps necessary to fulfill the Staffing and Resources Study recommendation to integrate transit planning more fully into CRTPO's activities. One outcome of the interviews was support for establishing a transit work group to improve coordination among providers and represent transit to a greater degree within the CRTPO's activities and decisions. A follow-up survey was completed in 2022 that reaffirmed the earlier support for forming a work group. The work group will focus on matters such as the implementation of the FTA Section 5307 memorandum of understanding, FTA Section 5303 allocations, and performance-based planning requirements.

The membership of the transit providers work group would consist of the four public transportation providers within the three-county, CRTPO planning area (Iredell, Mecklenburg, and Union Counties) and relevant transportation entities.

Motion:

Jason Lawrence made a motion to recommend that the CRTPO Board formally establish the transit work group. Alex Rotenberry seconded the motion. The motion passed unanimously.

**TCC INFORMATION REPORTS**

**5.1 RAISE Grant Application Update**

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 updated the TCC on the RAISE Grant Application. The CRTPO submitted a RAISE planning grant during the 2023 solicitation in February that is focused on transportation safety. The application

has been entitled: A Cross-Jurisdictional Transportation Safety Plan. If awarded to the CRTPO, the funds will be utilized to prioritize transportation safety in three areas of concern including areas of persistent poverty, historically disadvantaged communities, and rural areas.

CRTPO Member jurisdictions are encouraged to send letters of support to [RAISEgrants@dot.gov](mailto:RAISEgrants@dot.gov).

## **OTHER REPORTS**

### **6.1. NCDOT Report**

No verbal reports were provided from NCDOT Division 10 or Division 12. Written project updates were included in the TCC Agenda Packet prior to the meeting.

Warren Cooksey (NCTA) announced that the transition to a new back-office billing system and web platform update for the NC Quick Pass program occurred on schedule last month.

Mr. Rotenberry (NCDOT-IMD) provided an update to the TCC on three division-led initiatives. They are summarized below.

- IMD Quarterly Webinar – On February 15, IMD held a quarterly webinar discussing many of the projects recently completed and approaching. Additionally, guest speakers from NCDOT Safety and ITRE also presented on Bicycle/Pedestrian crash maps and microtransit research respectively. The slides and a recording of the webinar are available [here](#).
- Transportation Demand Management, or TDM, is a program that focuses on creating more travel options for communities or regions as well as reducing the overall vehicle miles traveled and enhancing travel accessibility. Eligible expenses for this funding include staff salaries to administer the program, marketing efforts, and planning activities (including development of a TDM plan). Those eligible to apply are regional transit or planning agencies that would be responsible for TDM related activities. The call for applications is open now and closes on March 17. IMD anticipates announcing grantees awards in May 2023. For more information, please visit the [IMD website for TDM](#).
- Multimodal Planning Grants – Applications are now open for communities and counties to apply for a standalone bicycle, standalone pedestrian, bicycle & pedestrian, and other plans through IMD. Applications are being accepted now until April 10. Please visit the [planning grant website](#) for more information. Also, there is a webinar for interested communities on Tuesday March 14, 2023 at 1pm.

### **6.2. Project Oversight Committee Update**

Ms. Stafford reminded the TCC that the Spring shortfall call for projects has opened. Applications are due by 5 pm on April 28.

### **6.3. Bicycle and Pedestrian Work Group Report**

Curtis Bridges stated the Bicycle Pedestrian Work Group will discuss the 2022 Carolina Thread Trail Forum, Bicycle Suitability scope update, and community updates during this afternoon's meeting.

### **6.4. Charlotte Regional Alliance for Transportation**

No CRAFT updates were provided.

### **6.5 Upcoming Issues**

Mr. Johnson Announced that the Memorandum of Understanding (MOU) subcommittee is scheduled to meet this afternoon. This subcommittee is comprised of CRTPO Board Members and was formed in

response to the 2020 Census urban area data release in January.

Andy Grzymski shared that in January, the TCC reviewed a CTP amendment for the Fred D. Alexander Blvd. At the January CRTPO Board meeting, the CRTPO Board identified concerns with the proposed CTP project alignment. Charlotte Department of Transportation (CDOT) staff are working with residents within the vicinity of the CTP alignment amendment to address those concerns.

Mr. Johnson invited the TCC to the Mobility for the Future: An Appreciation Celebration, scheduled for March 15, 2023 from 4:30 – 5:45 pm.

Mr. Johnson invited TCC and CRTPO Board members to participate in the CRTPO street clean-up scheduled for March 31.

## **7. Adjourn**

Ms. Babson asked for a motion to adjourn today's meeting. Gwen Cook made a motion to adjourn today's meeting; Ms. Stoogenke seconded the motion. The meeting adjourned at 10:43 a.m.