

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
February 1, 2024

Voting Members: *Chair* – Liz Babson (CDOT), *Vice-Chair* – Andrew Ventresca (Troutman), Dan Leaver (Charlotte General Services), Catherine Mahoney – alt for Alyson Craig (Charlotte PD&D), Aaron Tucker (Cornelius), Andrew Golden (Davidson), Heather Maloney (Huntersville), Todd Huntsinger (Indian Trail), Richard Hoffman – alt for Matthew Todd (Iredell County), Dana Stoogenke (Matthews), Megan Green (Meck. Co. – LUESA Air Quality), Brian Horton (Metropolitan Transit Commission), Steve Frey (Mint Hill), Erika Martin (Mooresville), Sean Epperson (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Alex Rotenberry (NCDOT-IMD), Roger Castillo (NCDOT-TPD), Justin Russell (Stallings), Sherry Ashley – alt for Herman Caulder (Statesville), Bjorn Hansen (Union County), James Kelly – alt for Lisa Thompson (Waxhaw), Tracy Houk (Focus Area Representative - Pedestrian), Gwen Cook (Focus Area Representative - Greenway), Dianne Thomas – alt for Irene Ivie (Focus Area Representative – Public Health)

Staff: Paul Benton (CRTPO), 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), Loretta Barren (FHWA), Justin Carroll (CDOT), Warren Cooksey (NCTA), Theo Ghitea (NCDOT – Div. 10), Andy Grzymiski (CDOT), Martin Kinnamon (CDOT), Scott Miller (NCDOT), David Peete (Huntersville), Erin Pratt (CDOT), Johanna Quinn (CDOT), Torrey Williams (CDOT)

Guests: Terry Lansdell (Bike Walk NC), Sabrina Kusharek (RS&H)

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:

Erika Martin made a motion to approve today’s agenda; Sherry Ashley seconded the motion. The motion passed unanimously.

3. Consideration of Consent Agenda

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

- Approval of January 4, 2024 TCC Minutes
- 2024-2033 TIP Amendments

Motion:

Ms. Martin made a motion to approve the consent agenda. Anil Panicker seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEM

4.1 CRTPO Discretionary Funds Project Call – Recommended Projects

Presenter: Andrew Ventresca, Troutman

Summary:

Mr. Ventresca 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. Ventresca requested the TCC to recommend that the CRTPO Board approve discretionary funds for the projects from the 2023 fall call and amend the 2024-2033 Transportation Improvement Program (TIP) to add the funding allocations to new and existing projects.

He shared that the fall 2023 call for projects had \$62 million in discretionary funds available for allocation by the CRTPO. During the 60-day call for projects 33 project applications were received. The Project Oversight Committee (POC) reviewed the draft project scores and developed a recommended project list of 25 projects during their November and December meetings. The POC met on January 11 to review comments received from the Town of Waxhaw regarding the score for the Helms Road Extension project. After reviewing the safety score at their January meeting, they recommended not amending the project list due to the minor change in the safety project score. The POC's final recommendation consists of 11 highway projects, 8 bicycle & pedestrian projects, 3 carbon reduction projects, and 3 local planning projects.

Motion:

James Kelly made a motion to recommend that the CRTPO Board approve the discretionary funds for the projects recommended from the 2023 Fall call for projects and amend the 2024-2033 TIP to add the funding allocations to new and existing projects. Ms. Ashley seconded the motion. The motion passed unanimously.

TCC INFORMATION REPORTS

5.1 Draft FY 2025 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 shared an update on the Unified Planning Work Program (UPWP). The UPWP is CRTPO's annual budget and specifies the planning activities that are anticipated for the coming fiscal year. It documents the allocation of state and federal funds associated with each planning activity and is adopted annually under joint Federal Highway Administration and Federal Transit Administration guidelines.

The TCC received a summary of the second draft of the FY 2025 UPWP. This summary included an overview of funding, Sec. 5303 proposals, proposed funding allocations, and next steps. The total amount of funding in the FY 2025 is \$4,992,926; with \$3,994,341 from federal sources and \$998,585 from local match.

During the March 7 TCC meeting, the TCC will be asked to recommend that the CRTPO Board adopt the FY 2025 UPWP.

Bjorn Hansen had general questions about the change in funding sources with the creation of the new MPO in North Carolina. Ms. Martin raised additional questions about CRTPO processes, staffing, and costs.

OTHER REPORTS

6.1. NCDOT Report

Project updates from NCDOT Division 10 and Division 12 were included in the TCC agenda packet.

Roger Castillo (NCDOT-TPD) announced that the fourth [NCDOT Mobi \(“Mobility”\) Awards](#) is seeking entries. The deadline to apply is March 1, 2024.

Alex Rotenberry (NCDOT-IMD) announced that the [Bicycle Helmet grant](#) closes February 9, [Multimodal Planning Program](#) grant opens on February 12, and the [Transportation Demand Management program grant](#) opens on February 23.

6.2. Project Oversight Committee Update

No update was provided.

6.3. Bicycle and Pedestrian Work Group Report

Curtis Bridges stated that the bicycle and pedestrian work group will discuss incorporation of NCDOT Transportation Disadvantaged Index (TDI) Tool during this afternoon’s meeting.

6.4 Upcoming Issues

Mr. Johnson provided the following updates to TCC Members:

TCC Members need to remind their CRTPO Board Members (Primary Delegates and Alternates) that Board Members must complete their NC Ethics Commission State of Economic Interest and Real Estate Disclosure Forms by April 15, 2024.

TCC Members are encouraged to participate in the Joint MPO Roundtable on February 29, 2024.

TCC Members can still registers for the three remaining Land Use and Transit training series meetings. The RSVP save the date was included in the agenda packet.

The RAISE grant deadline is February 28, at 11:59pm.

CRTPO 101 meetings are available to any member jurisdiction. Anyone interested in scheduling this meeting should contact Travis Johnson (travis.johnson@charlottenc.gov) for more information.

7.0 ADJOURN

Ms. Babson determined that the agenda had been adequately completed and adjourned the meeting at 11:08 a.m.