

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
March 7, 2024

Voting Members: *Chair* – Liz Babson (CDOT), *Vice-Chair* – Andrew Ventresca (Troutman), Mackenzie Nowacki – alt for Dan Leaver (Charlotte General Services), Candice Rorie – alt for Alyson Craig (Charlotte PD&D), Aaron Tucker (Cornelius), Andrew Golden (Davidson), 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), Lisa Stiwinter (Monroe), 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), Travis Morgan (Pineville), Kevin Parker (Stallings), Sherry Ashley – alt for Herman Caulder (Statesville), Matthew Rea – alt for Bjorn Hansen (Union County), James Kelly (Waxhaw), Vagn Hansen (Wesley Chapel), Dave Campbell (Focus Area Representative – Bicycle), Gwen Cook (Focus Area Representative – Greenway), Irene Ivie (Focus Area Representative – Health), Tracy Houk (Focus Area Representative - Pedestrian)

Staff: Paul Benton (CRTPO), Curtis Bridges (CRTPO), Neil Burke (CRTPO), Kendall Clanton (CRTPO), Robert Cook (CRTPO), Temekia Dae (CRTPO), Judy Dellert (CRTPO), Travis Johnson (CRTPO), Jerrel Leonard (CRTPO), Theo Thomson (CRTPO), Will Snyder (CRTPO), Jason Burdette (Davidson), Justin Carroll (CDOT), Warren Cooksey (NCTA), Theo Ghitea (NCDOT – Div. 10), Amelia Helms (NCDOT), Martin Kinnamon (CDOT), Scott Miller (NCDOT), David Peete (Huntersville), Alex Riomondy (CDOT), Dianne Thomas (Meck. Co. - Public Health), Will Washam (Mooresville)

Guests: Alex McIntyre (Kimley-Horn), Erin Musiol (RS&H), Tim Popellear (McAdams)

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 March meeting contained the following items:

- Approval of the February 1, 2024 TCC Minutes
- FY 2024 CRTPO Self Certification

Motion:

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

TCC BUSINESS ITEM

4.1 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 the final draft of the FY 2025 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 2025 UPWP started in October 2023. The first draft was shared with the TCC in January of 2024 and an updated draft was shared in February. The total combined federal and local match for the FY 2025 UPWP funds \$5,163,756 to CRTPO tasks.

Additionally, three 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 answering clarifying questions from the TCC and requesting the TCC to recommend that the CRTPO Board approve the FY 2025 UPWP.

Motion:

Ms. Ashely made a motion to recommend that the CRTPO Board approve the FY 2025 Unified Planning Work Program. Candice Rorie seconded the motion. The motion passed unanimously.

TCC INFORMATION REPORTS

5.1 Beyond 77 Update

Presenter: Paul Benton

Summary:

Mr. Benton 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. Benton presented on the implementation efforts for Beyond 77. His presentation shared upcoming initiatives related to Beyond 77. These updates included the forthcoming Beyond 77 Alternative Funding Report, Transit Recommendation Implementation, and the planned formation of the Beyond 77 Coalition. An update on the Beyond 77 Alternatives Funding Report will be shared in April and an update on the Beyond 77 Coalition will be shared in May.

5.2 CRTPO Strategic Plan Implementation Update

Presenter: Will Snyder

Summary:

Mr. Snyder 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. Snyder updated the TCC on the CRTPO Strategic Plan Implementation. The Strategic Plan was adopted by the CRTPO Board in November 2021. The CRTPO's Strategic Plan allows staff to link day-to-day planning activities to the CRTPO's mission, long-term vision, goals, and actionable strategies. The presentation highlighted recent accomplishments for each of the six goals from the Strategic Plan and outlined upcoming activities.

5.3 Transfer of Planning Responsibilities Memorandum of Agreement

Presenter: Robert Cook

Summary:

Mr. Cook 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. Cook shared an update on the Transfer of Planning Responsibilities Memorandum of Agreement. The 2020 census resulted in instances where Census-designated urban areas associated with the region's metropolitan planning organizations (MPO) overlap various MPO boundaries. MPOs must enter into a memorandum of agreement to transfer planning responsibilities for portions of an urban area located in another MPO's planning area. CRTPO must enter into agreements with the Gaston-Cleveland-Lincoln MPO, Cabarrus-Rowan MPO, and the Rock Hill-Ft. Mill Area Transportation Study. Agreements with Cabarrus-Rowan and Gaston-Cleveland-Lincoln MPOs should be included on the consent agenda in April.

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.

Roger Castillo (NC-TPD) included the quarterly NCDOT TPD newsletter in the TCC agenda packet.

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

- Travel 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 29. 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 March 25. Please visit the [planning grant website](#) for more information.

6.2. Project Oversight Committee Update

Mr. Johnson reminded the TCC that the Spring shortfall call for projects has opened. Mandatory pre-submittal meetings are due by April 24 and applications are due by 5 pm on April 30.

6.3. Bicycle and Pedestrian Work Group Report

Curtis Bridges stated the Bicycle Pedestrian Work Group will discuss NCDOT Transportation Disadvantaged Index (TDI) Tool and community updates during this afternoon’s meeting.

6.4 Upcoming Issues

None.

7.0 Adjourn

The meeting adjourned at 10:41 a.m.