

Charlotte Regional Transportation Planning Organization

CTP Work Group Meeting Summary

Meeting Location: Virtual Meeting
Meeting Date / Time: November 5, 2020; 12:30 - 2 PM
Meeting Participants:
Dana Stoogenke (Matthews)
Andrew Grzymiski (CDOT)
Brian Nadolny (CATS)
Erika Martin (Mooresville)
Julio Paredes (GCLMPO)
Rich Hoffman (Iredell Co.)
Stuart Basham (NCDOT Div 10)
Tracy Newsome (CDOT)

CRTPO staff: Agustin Rodriguez, Bob Cook, Judy Dellert-O'Keef, Jerrel Leonard, and Neil Burke

SUMMARY OF MEETING

Minor vs Major Alignment follow-up discussion

The WG discussed the proposed text. The WG agreed that the owner agreement needed to be in writing, thus adjusting the text to read, "...provide agreement to the recommended alignment in written form." With this change, the WG agreed to the proposed text for the CTP descriptions for major vs. minor alignment.

PIP edits status

Judy informed the WG that the review of the whole PIP for consistent language is still in progress and a final draft should be ready for review by end of month. CRTPO staff and the CTP WG will review it for final comments before it goes to TCC. The WG hopes to have the PIP ready for TCC review in January.

The WG discussed the text in the TCC bylaws. It was agreed reference to the CTP should come out of the TCC Bylaws. This will require Board action. The CTP information referenced in the MOU will remain. However, the text in the MOU should be added to the CTP text in the PIP.

Whitepaper recommendations

Agustin shared the three groups of WG and staff members that were proposed. The WG agreed to the proposed groups.

Agustin reviewed the three areas that group related tasks together.

- Cost and Regulation
- Education
- Time

Andy provided a link to address Task 5 – signage –

[https://bloximages.newyork1.vip.townnews.com/richmond.com/content/tncms/assets/v3/editorial/6/58/6581663f-05d3-5985-9cb3-2e5df3d37d77/50f86671253cc.preview-300.jpg?crop=300%2C169%2C0%2C28&resize=1200%2C675&order=crop%2Cresize.](https://bloximages.newyork1.vip.townnews.com/richmond.com/content/tncms/assets/v3/editorial/6/58/6581663f-05d3-5985-9cb3-2e5df3d37d77/50f86671253cc.preview-300.jpg?crop=300%2C169%2C0%2C28&resize=1200%2C675&order=crop%2Cresize)

A scope of work and objectives will need to be developed to guide each group's work. The first step will be to create a list of questions for each of the seven tasks. The list of questions, and concerns, will help define what the WG needs to do to address each task. What can be done? How can the work be completed? Can the WG manage the work or will a consultant be needed?

Agustin will develop a list of questions to get the WG started. At the next meeting, we will use Zoom breakout rooms for each group to work on their task list.

Next Steps / Action Items

- CRTPO staff will complete the review of the PIP, TCC bylaws, and MOU.
- CRTPO staff will develop a list of questions related to the CTP tasks.
- Agustin will send a doodle poll to look at a better day/time option for the WG to meet.
- Identify if the Dec 3rd meeting can be rescheduled to Dec 2 or Dec 14.
- Everyone to review the groups and tasks. let Agustin know if you wish to be in a different group.

Next Meeting

Virtual meeting: **December 3, 2020, 12:30 – 2 PM**

The WG agreed we need to keep a December meeting to get started on the whitepaper tasks. A couple of the WG members have a conflict on December 3rd.