



charlotte regional **transportation** planning organization

600 East Fourth Street
Charlotte, NC 28202
704-336-2205
www.crtpo.org

TO: CRTPO Delegates & Alternates
FROM: Robert W. Cook, AICP
CRTPO Secretary
DATE: March 9, 2017

**SUBJECT: March 2017 Meeting
Charlotte Regional Transportation Planning Organization
Wednesday, March 15, 6:00 PM**

The March 2017 meeting of the Charlotte Regional Transportation Planning Organization (CRTPO) is scheduled for Wednesday, March 15, 2017.

The meeting will begin at 6:00 PM and will be held in Room 267 of the Charlotte-Mecklenburg Government Center, 600 E. Fourth St., Charlotte.

An education session will not be held before this meeting.

Accessing the Charlotte-Mecklenburg Government Center

The Charlotte-Mecklenburg Government Center is located at 600 E. Fourth St. (corner of Fourth and Davidson streets) in uptown Charlotte. Parking is available in the Government Center parking deck located on Davidson St. between Third and Fourth streets; on-street parking is also available.

There are two ways to enter the Government Center. Enter via the large staircase on the Davidson St. side or through the plaza entrance facing E. Fourth St. (This is a handicapped accessible entrance.) Once inside the building, security staff will assist you to Room 267.

Non-Discrimination Policy

It is the policy of the Mecklenburg-Union Metropolitan Planning Organization to ensure that no person shall, on the ground of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities.

Charlotte Regional Transportation Planning Organization

March 15, 2017

Room 267, Charlotte-Mecklenburg Government Center

6:00 PM Meeting Agenda

1. **Call to Order** Jim Taylor
2. **Adoption of the Agenda** Jim Taylor
3. **NCDOT Secretary James H. Trogdon III**
4. **Public Comment Period** Jim Taylor
MPO bylaws limit the comment period to 20 minutes.
5. **Ethics Awareness & Conflict of Interest Reminder** Jim Taylor
6. **Approval of Minutes** Jim Taylor
ACTION REQUESTED: Approve the February 2017 meeting minutes as presented.

ATTACHMENT: Draft February 2017 minutes.
7. **2045 Metropolitan Transportation Plan** Neil Burke & Robert Cook
ACTION REQUESTED: FYI

BACKGROUND: The following topics will be covered:
 - Financial plan development
 - Results of the public outreach
8. **2016-2025 Transportation Improvement Program Amendments** Neil Burke
ACTION REQUESTED: Amend the 2016-2025 TIP for 12 locally-administered projects.

TCC RECOMMENDATION: At its March meeting, the Technical Coordinating Committee unanimously recommended that the board approve the amendments.

BACKGROUND: See the attached memorandum for details.

ATTACHMENT: Memorandum.
9. **Rail & Bus State of Good Repair TIP Amendments** David McDonald
ACTION REQUESTED: Amend the 2016-2025 TIP for two Charlotte Area Transit System (CATS) projects.

TCC RECOMMENDATION: At its March meeting, the Technical Coordinating Committee unanimously recommended that the board approve the amendments.

BACKGROUND:
 - CATS staff has proposed TIP amendments to the State of Good Repair funds (SGRF) for rail (TG-5118A) and bus (TW-4901) projects for the following reasons:
 - Correct the amount of prior year funding that will be expended in FY 2017.

- Update the estimate of potential SGRF funds beginning in FY 2018 until FY 2029.

10. Unified Planning Work Program

Robert Cook

a. FY 2018 UPWP Adoption

ACTION REQUESTED: Adopt the FY 2018 Unified Planning Work Program (UPWP).

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board adopt the FY 2018 UPWP.

BACKGROUND: See the attached memorandum for details.

ATTACHMENTS: Memorandum; task list; funding sources & allocations spreadsheet; resolution.

b. FY 2017 UPWP Amendments

ACTION REQUESTED: Amend the FY 2017 UPWP to reallocate funds among various task codes.

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board approve the amendments.

BACKGROUND: See the attached memorandum.

ATTACHMENT: Memorandum.

11. MPO Self-Certification

Robert Cook

ACTION REQUESTED: Adopt the attached resolution certifying the CRTPO's compliance with federal transportation planning laws, statutes and regulations during FY 2017.

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board adopt the resolution.

BACKGROUND: See the attached memorandum.

ATTACHMENTS: Memorandum; resolution.

12. Congestion Mitigation & Air Quality Project List

Robert Cook

ACTION REQUESTED: The board is requested to take the following two actions:

- *Formally delete the cancelled David Cox Road/NC 115 CMAQ project (TIP #C-5228) from the Transportation Improvement Program and allow its funds to be reallocated for FY 2018 and FY 2019 projects.*
- *Approve the FY 2018 and FY 2019 CMAQ project list.*

TCC RECOMMENDATION: At its March meeting, the Technical Coordinating Committee unanimously recommended that the board approve the amendments.

BACKGROUND: See the attached memorandum.

ATTACHMENT: Memorandum; project list.

13. Draft Transportation Alternatives Program (TAP) Project List

Curtis Bridges

ACTION REQUESTED: FYI

BACKGROUND:

- *The TAP is a funding source for alternative transportation projects, including projects previously eligible for Transportation Enhancement and Safe Routes to Schools funding*
- *The Bicycle and Pedestrian Work Group has completed scoring and ranking projects submitted for the 2016 round of TAP funding.*
- *The recommended project list awards a total of \$2.4 million to three local projects.*
- *This project list must be approved by the MPO so that the TAP funds can be programmed in the TIP.*

ATTACHMENT: Draft project list.

14. MTP/TIP/Prioritization 5.0 Schedule

Neil Burke

ACTION REQUESTED: FYI

BACKGROUND:

- *A review of upcoming actions throughout 2017 will be conducted regarding the 2045 MTP fiscally constrained project list, approval of the 2018-2027 TIP, approval of a recommended STP-DA project list, and a list of projects to submit to NCDOT to be considered in the development of the 2020-2029 TIP (P5.0).*
- *Staff has highlighted the important tasks for each plan and each upcoming meeting so TCC and MPO members can be advised of future required actions.*

ATTACHMENT: Schedule.

15. Public Involvement Plan Update

Neil Burke

ACTION REQUESTED: FYI

BACKGROUND:

- *An update to CRTPO's Public Involvement Plan (PIP) was a recommendation in the 2016 Certification Review.*
- *The PIP update will focus on changes to the public comment process for the TIP as a result of the Strategic Transportation Investments (STI) legislation, and the use of social media as a method for public engagement.*
- *A steering committee has been formed to guide the PIP update by providing input on plan recommendations and reviewing the draft PIP report.*
- *Action will be requested at the April meeting to open a 45-day public comment period on the draft PIP document.*

16. CRTPO Process Recommendations

Bill Coxe

ACTION REQUESTED: FYI

BACKGROUND:

- *The process improvements initiative was undertaken by staff to determine how it might improve the methods by which it implements the metropolitan planning process.*
- *The TCC charged the Project Oversight Committee (POC) with reviewing the recommendations.*
- *At its March meeting, the TCC voted unanimously to accept the recommendations and to forward the report to the board for information only.*
- *See the attachments for more information.*

ATTACHMENT: POC recommendation memorandum; CRTPO Summary Report; Timeline.

17. Upcoming Agenda Items
ACTION REQUESTED: FYI

Robert Cook

BACKGROUND: Review of items that will appear on future agendas.

18. Adjourn

CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Charlotte-Mecklenburg Government Center, Room 267
February 15, 2017 Meeting
Summary Minutes

Members Attending:

Greg Phipps (Charlotte), Woody Washam (Cornelius), James Mallory (Iredell County), Norma Carpenter (Marshville), Jim Taylor (Matthews), Jim Puckett (Mecklenburg County), Frederick Becker (Mineral Springs), Jack Edwards (Pineville), Wyatt Dunn (Stallings), Michael Johnson (Statesville), Richard Helms (Union County), Steve Maher (Waxhaw)

Non-Voting Members Attending:

Jim Walker (NC Turnpike Authority)

1. Call to Order

Chairman Jim Taylor called the February 2017 CRTPO meeting to order at 6:00 PM. He reminded members to file the required forms with the State Ethics Commission by the April 15, 2017 deadline. The chairman also noted the death of former Mecklenburg County manager Harry Jones who died earlier in the day.

2. Adoption of the Agenda

Summary:

Chairman Taylor asked if there were items to be added to the agenda or changed. No changes were identified.

Motion:

Mayor Maher made a motion to adopt the agenda as presented. Woody Washam seconded the motion. Upon being put to a vote, the motion to adopt the agenda was approved unanimously.

3. Public Comment Period

There were no public comments

4. Ethics Awareness & Conflict of Interest Reminder

Mr. Cook read the ethics awareness and conflict of interest reminder. No conflicts were identified.

5. Approval of Minutes

Summary:

Chairman Taylor requested action on the January 2017 meeting minutes.

Motion:

Mayor Becker made a motion to approve the January 2017 meeting minutes as presented. James Mallory seconded the motion. Upon being put to a vote, the January 2017 meeting minutes were unanimously approved.

6. 2016-2025 Transportation Improvement Program Amendments

Presenter:

Neil Burke

Summary:

Mr. Burke stated that the action requested concerned two Mecklenburg County greenway projects referenced in a memorandum included in the agenda packet. The amendment details are listed in the table below. The Project Oversight Committee reviewed the request at its January 12 meeting and recommended that the amendments be considered for a TCC recommendation. The TCC unanimously recommended that the board amend the TIP as presented.

TIP ID #	Project Description	Action Required	Reason for Amendment
EB-5784	Irvin's Creek Greenway	Delete EB-5784 from TIP and reallocate the \$879,000 in STP-DA funds to the McDowell Creek Greenway project EB-5785.	NCDOT match and cost of federalization of this project are about the same. Expenditure is not warranted.
EB-5785	McDowell Creek Greenway	Receive \$879,000 in STP-DA funds from EB-5784; Delay construction from FY 2018 to FY 2020.	County cash flow policy does not allow for earlier construction.

Motion:

Vice-Chairman Johnson made a motion to approve the TIP amendments as presented. Mayor Becker seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

7. I-485/Weddington Road Interchange Conformity Determination & Old Monroe Road/John St. Widening MTP/TIP Amendment

a. I-485/Weddington Road Interchange Conformity Determination

Presenter:

Neil Burke

Summary:

Mr. Burke provided information to the MPO via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval to release a draft air quality conformity determination report for a 30-day public comment period. The conformity determination was triggered by the proposal to add one additional lane in each direction on I-485 between the proposed Weddington Road interchange (R-211EC) and the existing Old Monroe Road interchange. The lanes are being built because NCDOT has determined that the construction of the Weddington Road interchange will affect the operations of the managed lanes between the two interchanges. The proposed lanes will alleviate the problem.

Motion:

Mr. Mallory made a motion to approve the release of the draft air quality conformity determination report as presented. Mr. Washam seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

b. Old Monroe Road/John St. Widening MTP/TIP Amendment

Presenter:

Neil Burke

Summary:

Mr. Burke provided information to the MPO via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval to open a 30-day public comment period on amendments to the 2040 MTP and 2016-2025 TIP to segment the I-485/John Street interchange from the U-4714 project to allow the addition of loop ramps at the interchange to be constructed with the I-485 Express Lanes (I-5507) project. The 30-day comment period for this project and the Weddington Road interchange conformity comment period mentioned above will be conducted simultaneously.

Motion:

Mr. Mallory made a motion to approve the start of a 30-day public comment period as presented. Mayor Edwards seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

8. **2045 Metropolitan Transportation Plan**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the MPO via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval of the draft goals and objectives and a proposed change to the roadway ranking criteria.

The board first discussed the goals and objectives. After discussion, the board decided to modify Goal 1, Objective a. so that it reads as follows: Manage, and strive to eliminate, congestion within the existing transportation system. The roadway ranking criteria were reviewed. One minor change to the criteria had been recommended by the TCC, based on a recommendation from the MTP Advisory Committee. The Accessibility to Employment criterion was proposed to be modified to use data from the CONNECT Our Future initiative, specifically, the data that identified various types of employment centers in the region. The criterion's purpose (to identify how well a proposed road project serves existing jobs) will not change, instead, only the method of doing so is proposed to change. No changes to the roadway ranking criteria were proposed by the board. The presentation then moved to a review of public outreach activities, both those conducted since outreach began on January 16, as well as upcoming events.

Motion:

Jim Puckett made a motion to approve the recommended change to the roadway ranking criteria as presented, and to approve the goals and objectives, but with the change to Goal 1, Objective a. so that it reads as follows: Manage, and strive to eliminate, congestion within the existing transportation system. Mr. Washam seconded the motion. Upon being put to a vote, the motion was adopted unanimously.

9. **FY 2017 Unified Planning Work Program Amendments**

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the MPO via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to obtain the board's approval of recommended adjustments to the FY 2017 Unified Planning Work Program. The UPWP is the CRTPO's budget, and the changes were identified as a part of a midyear review of the FY 2017 budget. The adjustments were necessary to reallocate funds to task codes experiencing shortfalls. The reallocated funds will come from two funded local transportation planning projects that are not being pursued, thus no existing project will experience a reduction in funds. The proposed changes will not result in a change to CRTPO priorities. The potential changes were reviewed. Board posed questions to clarify points made during the presentation.

Motion:

Mayor Becker made a motion to approve the changes to the FY 2017 UPWP. Greg Phipps seconded the motion. Upon being put to a vote, the motion was adopted with 46 votes cast in favor of the motion and two votes cast in opposition. Union County cast the two votes in opposition.

10. **Greater Charlotte Regional Freight Mobility Plan**

Presenters:

Jessica Hill, Centralina Council of Governments & Wallace Everett, President, Council of Supply Chain Management Professionals Charlotte Roundtable

Summary:

Ms. Hill provided a brief overview of the regional freight study and noted that it was now complete. She stated that one of the study's products was freight-related information that could be incorporated into the CRTPO's 2045 MTP. Mr. Everett discussed his role in the preparation of the study through the Freight Advisory Committee. Following Ms. Hill's and Mr. Everett's statements, the board posed questions regarding the Norfolk Southern O

line and the possibility of using it for the Red Line commuter service, the possible effect of the I-77 express lanes project on freight movement, and the NC Railroad double-track project.

11. Rail & Bus State of Good Repair TIP Amendments

Presenter:

David McDonald, Charlotte Area Transit System

Summary:

Mr. McDonald stated that the amendment was necessary to correct the amount of prior year funding in the current TIP that will be expended in FY 2017, and to update the estimate of potential state of good repair funds beginning in FY 2018 until FY 2029. The amendments affect TIP projects TG-5118A (rail) and TW-4901 (bus). He explained that after seven years of operation of the LNYX blue line, FTA has started allocating state of good repair funds to assist in maintenance and operations of this service. Mr. McDonald explained that this will be an action item during the March TCC meeting.

12. Draft Congestion Mitigation & Air Quality (CMAQ) Project List

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the MPO via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to review the draft Congestion Mitigation & Air Quality list in advance of seeking board endorsement at the March meeting. The purpose of the CMAQ program was reviewed, along with eligible projects, project selection criteria, and the funding available for the two fiscal years in question: FY 2018 and 2019. A timeline of events leading up to the presentation was provided. The proposed project list was reviewed. No questions were raised by the board. The item will return at the March meeting for action.

13. Upcoming Agenda Items

Presenter:

Robert Cook

Summary:

Mr. Cook stated that the March agenda will include action requests to adopt the FY 18 UPWP and the FYs 18 and 19 CMAQ project list. CRTPO process improvements will also be discussed.

14. Adjourn

The meeting adjourned at 7:25 PM.

TO: TCC Members
 FROM: Neil Burke, AICP, PTP
 Planning Coordinator
 DATE: March 8, 2017

SUBJECT: TIP amendments, March MPO Meeting

ACTION REQUESTED: Approve the following TIP amendments.

BACKGROUND:

- Twelve TIP amendments for locally administered projects were identified by their respective agency staff.
- The Project Oversight Committee reviewed the requests during the January 12 and 26 meetings and recommended that the TIP amendments can be considered for a TCC recommendation during the March meeting.
- The TCC unanimously recommended the approval of the TIP amendments during the March 2 meeting.

TIP ID #	Project Description	Action Required	Reason for Amendment
C-5541	Sidewalk, Providence Rd. (Mammoth Oaks Dr. & East Barden Rd. south of Sardis Rd.)	Move Construction Year from FY 2016 to FY 2017.	Right-of-way acquisition underway as FY 2017. Move construction to FY 2017
C-5228	NC-115 and David Cox Road	Delete project from TIP.	CDOT requesting removal of funding from project, scope will be incorporated into the NC 115 Widening Project (U-5772) in DRAFT TIP.
U-5112	Pleasant Plains and Potters Road intersection improvements	Move Right-of-Way Year from FY 2016 to FY 2017 and Construction Year from FY 2016 to FY 2018.	Right-of-way acquisition underway as of FY 2017. Delay construction to FY 2018.
U-5908	NC-115 two-way pair (Main Street upgrade)	Move Construction Year from FY 2018 to FY2020.	Schedule revised December 2016. Planning almost complete; design underway. Delay Construction to FY 2020.
U-5804B	S. Trade Street / Four Mile Creek Greenway underpass	Move Construction Year from FY 2017 to FY 2018.	Design and construction of the greenway underpass needs to be completed following the construction of the roadway widening portion of this project.

EB-5779	Pleasant Plains Road Bicycle Lanes (Trade Street – McKee Road)	<ul style="list-style-type: none"> • Shift Construction funds (\$163K) to Project Engineering (\$132K) & Right-of-Way (\$31K). • Change facility type from bike lanes to multiuse path. 	<ul style="list-style-type: none"> • Reallocate construction funding to preliminary engineering to obtain accurate cost estimate. • Matthews will apply for STP-DA funds to cover project shortfall.
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TIP ID #	Project Description	Action Required	Reason for Amendment
U-5874	North University Research Park I-85 Overpass	Move Construction Year from FY 2017 to FY 2020.	Construction will not begin in FY 2017. Delay Construction to FY 2020.
C-5537	Barton Creek Greenway (JW Clay Blvd to Mallard Creek Greenway)	Move Construction Year from FY 2016 to FY 2017.	Construction has not yet begun. Move Construction funding to FY 2017.
EB-5011	Bearskin Creek Greenway in Monroe	Move Construction Year from FY 2016 to FY 2017.	Construction authorization received November 2016. Contract anticipated Spring 2017 and Construction complete by November 2017.
C-5531	Mooresville Middle School Area Sidewalk Network	Move Construction Year from FY 2016 to FY 2017.	Construction has not yet begun. Move Construction funding to FY 2017.
EB-5788	Shelton Avenue Multi-Use Path (Garner Bagnal Blvd – Amity Hill Road)	Reallocate Construction funds (\$402K) to Preliminary Engineering.	Use STP-DA funding originally identified for construction to fund preliminary engineering. Seek additional funding for construction.
U-5904	US-21 Widening (Sunset Road to Harris Blvd)	Modify project limits to: Lakeview Road to Gilead Road. Modify Fiscal Year from 2016 to 2018.	Revised project limits for environmental document.

TO: CRTPO Delegates & Alternates
 FROM: Robert W. Cook, AICP
 CRTPO Secretary
 DATE: March 14, 2017

SUBJECT: FY 2018 Unified Planning Work Program (UPWP) Adoption

REQUEST: Adopt the FY 2018 Unified Planning Work Program (UPWP).

TCC RECOMMENDATION: At its March 2017 meeting, the Technical Coordinating Committee unanimously recommended that the MPO adopt the FY 2018 UPWP.

BACKGROUND

- The UPWP is adopted annually in accordance with joint Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) guidelines.
- It describes the planning activities that are anticipated for the coming fiscal year and documents the allocation of state and federal funds associated with each planning activity.
- The FY 2018 UPWP was prepared in cooperation with a staff work team and the UPWP Review Subcommittee.
- Modifications to the UPWP are likely after the fiscal year begins on July 1 due to the likelihood of such things as clearer project timelines and responsibilities, new or changing priorities, etc.

FUNDING

The table below lists the FY 2018 funding levels. The FY 18 Section 5303 amount has not been provided, thus the table lists the FY 17 amount. An amendment will be requested once the FY 18 amount is provided by the FTA. The unobligated balance consists of funds not used in previous fiscal years that are now available for allocation.

Funding Source	Federal Funding	Local Match	Total
Planning (PL) funds	887,588	370,806*	1,258,394
Surface Transportation Program	800,000	200,000*	1,000,000
Section 5303	444,800 ¹	111,200**	556,000
Unobligated balance	595,634	148,909*	744,543
Total	2,728,022	830,915	3,558,937

¹FY 2017 amount

*Local match is 20%; **Match is 20%; however it is divided between the City of Charlotte (\$55,600) and NCDOT (\$55,600) for a total match of \$111,200.

STAFF PROJECTS

- The attached Funding Sources and Projects spreadsheet lists proposed allocations by task code to be pursued during FY 2018. The attached Proposed Task List document provides information on the likely tasks to be pursued next year.
- The allocations were developed by a staff work team consisting of CRTPO, CDOT and CATS staff, and reviewed by the TCC.

LOCAL PROJECTS

- Local projects are those administered by member jurisdictions.
- Funding support for the local projects comes from previously unobligated PL funds (unobligated balance).
- The list of local projects can be found below.

Project	Project Sponsor	Amount Requested	Local Match	Total
Transportation Corridor Studies	Charlotte	100,000	25,000	125,000
Cornelius East Connectivity & Congestion Study	Cornelius	97,500	24,375	121,875
Davidson Mobility Plan	Davidson	100,000	25,000	125,000
Gilead Road West Corridor Study	Huntersville	60,000	15,000	75,000
North-South Parkway Sub-Area Study	Mooresville	80,000	20,000	100,000
Waxhaw-Marvin Road Corridor Study	Waxhaw	50,000	12,500	62,500
US 74 Marshville Corridor Study	Union County	64,000	16,000	80,000
	Total	\$551,500	137,875	689,375



**DRAFT FY 2018 Unified Planning Work Program
Proposed Task List-Recommended by TCC, 3/2/17**

Task Code	Task Description	Proposed Tasks	Proposed Allocation-PL+STP*	Proposed Allocation-5303* CDOT	Proposed Allocation-5303* CATS
II. Continuing Transportation Planning					
II-1	Traffic Volume Counts	<ul style="list-style-type: none"> CRTPO & CDOT ongoing traffic count program in support of the travel demand model and other planning efforts 	160,000		
II-10	GIS Analysis & Mapping	<ul style="list-style-type: none"> GIS analysis that supports the overall CRTPO planning process 	18,000		
			178,000	0	0
III. Travel Demand Model					
III-1	Collection of Base Year Data	<ul style="list-style-type: none"> Data will be collected in support of the CRTPO's annual socio-economic data update efforts 	16,000	16,000	
III-3	Travel Model Updates	<ul style="list-style-type: none"> Model maintenance Technical model services-highway focused Technical model services-transit focused Software & hardware purchases & fees Data management fees 	68,000	96,000	
III-4	Travel Surveys	<ul style="list-style-type: none"> Acquire/analyze origin/destination data 	32,000		
III-6	Forecasts of Future Travel Patterns	<ul style="list-style-type: none"> Various applications of the regional travel demand model including, but not limited to, traditional highway forecasts, managed lanes forecasts and transit corridor forecasts 	85,000		60,000
			199,428	112,000	60,000
IV. Long-Range Transportation Planning					



**DRAFT FY 2018 Unified Planning Work Program
Proposed Task List-Recommended by TCC, 3/2/17**

Task Code	Task Description	Proposed Tasks	Proposed Allocation-PL+STP*	Proposed Allocation-5303* CDOT	Proposed Allocation-5303* CATS
IV-1	Community Goals & Objectives	<ul style="list-style-type: none"> Work associated with the development of the 2045 Metropolitan Transportation Plan (MTP) 	454,000		
IV-2	Highway Element	<ul style="list-style-type: none"> Work associated with preparing ROW protection ordinances and related activities in support of the Comprehensive Transportation Plan (CTP) 	70,000		
IV-3	Transit Element	<ul style="list-style-type: none"> Red Line study West Corridor Study Gateway Station master plan 			257,040
IV-4	Bicycle & Pedestrian Element	<ul style="list-style-type: none"> Support for the Bicycle & Pedestrian Work Group Tasks related to the development of the 2045 MTP 	5,000		
IV-7	Rail Element	<ul style="list-style-type: none"> Tasks related to the development of the 2045 MTP 	2,000		
IV-8	Freight Element	<ul style="list-style-type: none"> Support for the regional freight study Tasks related to the development of the 2045 MTP 	5,000		
IV-9	Financial Planning	<ul style="list-style-type: none"> Financial planning activities associated with SPOT and MTP development 	10,000		
			546,000	0	257,040
V. Continuing Programs					
V-1	Congestion Management Strategies	<ul style="list-style-type: none"> Update and implementation of the congestion management process (CMP) Implementation of performance-based planning and performance measures 	108,000		



**DRAFT FY 2018 Unified Planning Work Program
Proposed Task List-Recommended by TCC, 3/2/17**

Task Code	Task Description	Proposed Tasks	Proposed Allocation-PL+STP*	Proposed Allocation-5303* CDOT	Proposed Allocation-5303* CATS
V-2	Air Quality/Conformity Analysis	<ul style="list-style-type: none"> Work associated with two anticipated conformity analyses during FY 18 Support for CMAQ-related activities 	40,000	10,000	
V-3	Planning Work Program	<ul style="list-style-type: none"> Preparation of the UPWP Support for the UPWP Review Subcommittee 	22,000		
V-4	Transportation Improvement Program	<ul style="list-style-type: none"> Development and updates to the TIP; work associated with P5.0 Support for the P5.0 Subcommittee 	70,000		5,760
			250,000	10,000	5,760
VI. Administration					
VI-1	Title VI	<ul style="list-style-type: none"> Ensure that CRTPO meets its Title VI obligations; possible Title VI audit 	5,000		
VI-2	Environmental Justice	<ul style="list-style-type: none"> Conduct environmental justice assessments of projects using Degree of Impact tool 	5,000		
VI-6	Public Involvement	<ul style="list-style-type: none"> Various public outreach activities Update Public Involvement Plan in response to certification review 	70,000		
VI-8	Transportation Enhancement Planning	<ul style="list-style-type: none"> Implementation of the Transportation Alternatives Program (TAP) project selection process 	10,000		
VI-9	Environ. Analysis & Pre-TIP Planning	<ul style="list-style-type: none"> Participation in the Merger 101 process; participation in project steering committees (e.g. U-5526 and I-5507); alignment assessment efforts; environmental document review 	45,000		
VI-10	Corridor Protection & Special Studies	<ul style="list-style-type: none"> Local transportation planning projects <ul style="list-style-type: none"> Transportation Corridor 	571,500		



**DRAFT FY 2018 Unified Planning Work Program
Proposed Task List-Recommended by TCC, 3/2/17**

Task Code	Task Description	Proposed Tasks	Proposed Allocation-PL+STP*	Proposed Allocation-5303* CDOT	Proposed Allocation-5303* CATS
		<ul style="list-style-type: none"> Studies (Charlotte) 100,000 ○ Cornelius East Connectivity & Congestion Study (Cornelius) 97,500 ○ Davidson Mobility Plan (Davidson) 100,000 ○ Gilead Road West Corridor Study (Huntersville) 60,000 ○ North-South Parkway Sub-Area Study (Mooresville) 80,000 ○ Waxhaw-Marvin Road Corridor Study (Waxhaw) 50,000 ○ US 74 Marshville Corridor Study (Union County) 64,000 <p>Total: 551,500</p>			
VI-11	Regional or Statewide Planning	<ul style="list-style-type: none"> • Participation in CRAFT and NCAMPO, as well as engagement with regional partners 	25,000		
VI-12	Management & Operations	<ul style="list-style-type: none"> • Support for the essential CRTPO activities including, but not limited to, policy board, TCC and Transportation Staff meeting support • Process improvement efforts • Internal service provider expenses (CMGC rent, telephone, etc.) 	378,294		
			1,109,794	0	0
Total			2,283,222	122,000	322,800

*Amounts listed are federal funds; the required local match is not listed. The Funding Sources & Projects spreadsheet provides local match information.

**Charlotte Regional Transportation Planning Organization
FY 2018 Unified Planning Work Program
Funding Sources and Projects**

		SEC. 104(f) PL		SECTION 5303			STP-DA		TASK FUNDING SUMMARY			
		Highway/Transit		Transit/Highway								
TASK	TASK	LOCAL	FHWA	LOCAL	NCDOT	FTA	LOCAL	FHWA	LOCAL	STATE	FEDERAL	TOTAL
CODE	DESCRIPTION	20%	80%	10%	10%	80%	20%	80%				
II. CONTINUING TRANSPORTATION PLANNING												
II-1	Traffic Volume Counts	\$44,500	\$178,000	\$0	\$0	\$0	\$0	\$0	\$44,500	\$0	\$178,000	\$222,500
II-4	Traffic Accidents	\$40,000	\$160,000	\$0	\$0	\$0	\$0	\$0	\$40,000	\$0	\$160,000	\$200,000
II-6	Dwelling Unit, Population & Employment Change	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
II-9	Travel Time Studies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
II-10	GIS Analysis & Mapping	\$4,500	\$18,000	\$0	\$0	\$0	\$0	\$0	\$4,500	\$0	\$18,000	\$22,500
II-12	Bicycle & Pedestrian Facilities Inventory	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
III. TRAVEL DEMAND MODEL												
III-1	Collection of Base Year Data	\$49,857	\$199,428	\$21,500	\$21,500	\$172,000	\$0	\$0	\$71,357	\$21,500	\$371,428	\$464,285
III-2	Collection of Network Data	\$4,000	\$16,000	\$2,000	\$2,000	\$16,000	\$0	\$0	\$6,000	\$2,000	\$32,000	\$40,000
III-3	Travel Model Updates	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
III-4	Travel Model Updates	\$16,607	\$66,428	\$12,000	\$12,000	\$96,000	\$0	\$0	\$28,607	\$12,000	\$162,428	\$203,035
III-4	Travel Surveys	\$8,000	\$32,000	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0	\$32,000	\$40,000
III-5	Forecast of Data to Horizon Years	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
III-6	Forecasts of Future Travel Patterns	\$21,250	\$85,000	\$7,500	\$7,500	\$60,000	\$0	\$0	\$28,750	\$7,500	\$145,000	\$181,250
IV. LONG-RANGE TRANSPORTATION PLANNING												
IV-1	Community Goals & Objectives	\$18,000	\$72,000	\$32,130	\$32,130	\$257,040	\$118,500	\$474,000	\$168,630	\$32,130	\$803,040	\$1,003,800
IV-1	Community Goals & Objectives	\$0	\$0	\$0	\$0	\$0	\$113,500	\$454,000	\$113,500	\$0	\$454,000	\$567,500
IV-2	Highway Element of LRTP	\$12,500	\$50,000	\$0	\$0	\$0	\$5,000	\$20,000	\$17,500	\$0	\$70,000	\$87,500
IV-3	Transit Element of LRTP	\$0	\$0	\$32,130	\$32,130	\$257,040	\$0	\$0	\$32,130	\$32,130	\$257,040	\$321,300
IV-4	Bicycle & Pedestrian Element LRTP	\$1,250	\$5,000	\$0	\$0	\$0	\$0	\$0	\$1,250	\$0	\$5,000	\$6,250
IV-7	Rail Element of LRTP	\$500	\$2,000	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$2,000	\$2,500
IV-8	Freight Movement/Mobility Element of LRTP	\$1,250	\$5,000	\$0	\$0	\$0	\$0	\$0	\$1,250	\$0	\$5,000	\$6,250
IV-9	Financial Planning	\$2,500	\$10,000	\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$10,000	\$12,500
V. CONTINUING PROGRAMS												
V-1	Congestion Management Strategies	\$46,250	\$185,000	\$1,970	\$1,970	\$15,760	\$16,250	\$65,000	\$64,470	\$1,970	\$265,760	\$332,200
V-1	Congestion Management Strategies	\$23,250	\$93,000	\$0	\$0	\$0	\$3,750	\$15,000	\$27,000	\$0	\$108,000	\$135,000
V-2	Air Quality/Conformity Analysis	\$5,000	\$20,000	\$1,250	\$1,250	\$10,000	\$5,000	\$20,000	\$11,250	\$1,250	\$50,000	\$62,500
V-3	Planning Work Program	\$5,500	\$22,000	\$0	\$0	\$0	\$0	\$0	\$5,500	\$0	\$22,000	\$27,500
V-4	Transportation Improvement Program	\$12,500	\$50,000	\$720	\$720	\$5,760	\$7,500	\$30,000	\$20,720	\$720	\$85,760	\$107,200
VI. ADMINISTRATION												
VI-1	Title VI	\$212,199	\$848,794	\$0	\$0	\$0	\$65,250	\$261,000	\$277,449	\$0	\$1,109,794	\$1,387,243
VI-1	Title VI	\$1,250	\$5,000	\$0	\$0	\$0	\$0	\$0	\$1,250	\$0	\$5,000	\$6,250
VI-2	Environmental Justice	\$1,250	\$5,000	\$0	\$0	\$0	\$0	\$0	\$1,250	\$0	\$5,000	\$6,250
VI-6	Public Involvement	\$5,000	\$20,000	\$0	\$0	\$0	\$12,500	\$50,000	\$17,500	\$0	\$70,000	\$87,500
VI-8	Transportation Enhancement Planning	\$1,250	\$5,000	\$0	\$0	\$0	\$1,250	\$5,000	\$2,500	\$0	\$10,000	\$12,500
VI-9	Environ. Analysis & Pre-TIP Planning	\$8,750	\$35,000	\$0	\$0	\$0	\$2,500	\$10,000	\$11,250	\$0	\$45,000	\$56,250
VI-10	Corridor Protection and Special Studies	\$137,875	\$551,500	\$0	\$0	\$0	\$5,000	\$20,000	\$142,875	\$0	\$571,500	\$714,375
VI-11	Regional or Statewide Planning	\$2,500	\$10,000	\$0	\$0	\$0	\$3,750	\$15,000	\$6,250	\$0	\$25,000	\$31,250
VI-12	Management and Operations	\$54,324	\$217,294	\$0	\$0	\$0	\$40,250	\$161,000	\$94,574	\$0	\$378,294	\$472,868
TOTALS		\$370,806	\$1,483,222	\$55,600	\$55,600	\$444,800	\$200,000	\$800,000	\$626,406	\$55,600	\$2,728,022	\$3,410,028

RESOLUTION

APPROVING THE FY 2018 UNIFIED PLANNING WORK PROGRAM OF THE CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION

A motion was made by MPO Member _____ and seconded by MPO Member _____ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Charlotte Regional Transportation Planning Organization; and

WHEREAS, the City of Charlotte has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program funds; and

WHEREAS, members of the Charlotte Regional Transportation Planning Organization agree that the Unified Planning Work Program will effectively advance transportation planning for FY 2018; and

NOW, THEREFORE BE IT RESOLVED that the Charlotte Regional Transportation Planning Organization hereby endorses the FY 2018 Unified Planning Work Program.

I, James Taylor, Chairman of the Charlotte Regional Transportation Planning Organization, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Charlotte Regional Transportation Planning Organization, duly held on this the 15th day of March, 2017.

James Taylor, Chairman

Robert W. Cook, Secretary

TO: CRTPO Delegates & Alternates
 FROM: Robert W. Cook, AICP
 CRTPO Secretary
 DATE: March 8, 2017

SUBJECT: FY 2017 UPWP Amendments

ACTION REQUESTED: Approve changes to the FY 2017 Unified Planning Work Program (UPWP) listed below to reallocate funds among various task codes.

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board approve the requested changes.

BACKGROUND:

- The board approved UPWP amendments at its February meeting. The need for additional changes is due to invoice processing delays. Invoices for several important projects (e.g., 2045 MTP preparation) were processed after the board’s February 15 meeting, and resulted in several task codes being short of funds.
- In addition, some of the proposed changes will allow for services provided under two on-call contracts to be properly invoiced to the proper task code. The chart below provides more detail on this matter. (See Task Code VI-10, Corridor Protection & Special Studies.)
- The action requested will shift funds between task codes; no additional funding is being requested. In addition, no policy or priority changes are proposed.

DRAFT PROPOSED ALLOCATION CHANGES

Funds are proposed to be reallocated from the following two task codes:

Task Code	Task Code Description	Funds to be Reallocated	Reason
II-1	Traffic Volume Counts	30,000	No responses received to project call for local count efforts. Reallocation will permit funds to be spent on tasks with significant activity.
VI-10	Corridor Protection & Special Studies	330,000	These funds were originally allocated for on-call consultant services. The funds were placed in this category because the exact tasks were not known at the time the UPWP was developed and approved. Costs incurred on the on-call contracts are being allocated to the appropriate task codes. Reallocation will permit funds to be placed in the proper task codes.
Total		360,000	

Reallocated funds are proposed to be reallocated to the following task codes:

Task Code	Task Code Description	Funds to be Reallocated	Reason
II-10	GIS Analysis	7,500	On-call task order to update the CTP's Highway network
IV-1	Community Goals & Objectives	242,500	Additional funds to ensure adequate funds are available to support the development of the 2045 MTP, including costs associated with building the Cost Estimating Tool.
IV-2	Highway Element of LRTP	45,000	On-call task order analyze the Troutman Bypass
IV-9	Financial Planning of LRTP	5,000	Additional funds to support the development of the 2045 MTP financial plan
V-2	Air Quality Conformity	10,000	On-call task order for CMAQ project management
V-4	Transportation Improvement Program	20,000	On-call task order to update the TIP database and to update the 2040 MTP to reflect amendments made necessary by the adoption of the 2016-2025 TIP
VI-1	Title VI	10,000	On-call task order to analyze Title VI implementation of required procedures
VI-6	Public Involvement	5,000	On-call task order for improvements to quarterly newsletter
VI-9	Environmental Analysis & Pre-TIP Planning	5,000	On-call task to support efforts related to realignment of the Eastern Circumferential
VI-12	Management & Operations	10,000	Additional funds to support basic operations of the CRTPO
Total		360,000	

Funds are shown at 100% level (80% federal funds + 20% local match)



charlotte regional transportation planning organization

TO: CRTPO Delegates & Alternates
FROM: Robert W. Cook, AICP
CRTPO Secretary
DATE: March 8, 2017

SUBJECT: MPO Self-Certification

ACTION REQUESTED: Adopt a resolution certifying the CRTPO's compliance with federal transportation planning laws, statutes and regulations during FY 2017.

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board adopt the resolution.

BACKGROUND:

- Federal regulations (23 CFR¹ 450.334) require MPOs to annually self-certify to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) that its planning process is addressing the major issues facing the urban area and is being conducted in accordance with all applicable requirements of the metropolitan planning process and related requirements.
- In North Carolina, this process is linked to the adoption of the Unified Planning Work Program (UPWP).
- Listed below is a checklist that contains eleven questions. Staff has provided responses (in green text). The responses were reviewed at the February 22, 2017 Transportation Staff meeting. Minor changes were made, and the information was presented to the TCC at its March meeting, at which time the TCC unanimously recommended that the board adopt the self-certification resolution.

CHECKLIST QUESTIONS

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law (if applicable)? [23 U.S.C.² 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (a)]
YES
2. Does the policy board include elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (i)]
YES. The CRTPO's Memorandum of Understanding was updated to include the Metropolitan Transit Commission as a voting member of the CRTPO policy board.
3. Does the MPO boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period? [23 U.S.C. 134 (c), 49 U.S.C. 5303 (d); 23 CFR 450.308 (a)]
An official boundary has been established by the CRTPO policy board. At its April 2015 meeting, the policy board unanimously approved an expansion of the planning area to include all of Iredell County.

The CRTPO has approved agreements with the following MPOs regarding the transfer of planning responsibilities for portions of the Charlotte urbanized area that extend into their

jurisdictions: Gaston-Cleveland-Lincoln; Rock Hill/Ft. Mill; Greater Hickory. An agreement with the Cabarrus-Rowan MPO is pending.

4. Is there a currently adopted Unified Planning Work Program (UPWP)? 23 CFR 450.314
 - a. Is there an adopted prospectus?
 - b. Are tasks and products clearly outlined?
 - c. Is the UPWP consistent with the MTP?
 - d. Is the work identified in the UPWP completed in a timely fashion?

YES to all of the above.

5. Does the area have a valid transportation planning process?
23 U.S.C. 134; 23 CFR 450
 - a. Is the transportation planning process continuous, cooperative and comprehensive?
 - b. Is there a valid MTP?
 - c. Did the MTP have at least a 20-year horizon at the time of adoption?
 - d. Does the MTP address the 8-planning factors³?
 - e. Does the MTP cover all modes applicable to the CRTPO area?
 - f. Is the MTP financially constrained?
 - g. Does the MTP include funding for the maintenance and operation of the system?
 - h. Does the MTP conform to the State Implementation Plan (SIP)?
 - i. Is the MTP updated/reevaluated in a timely fashion (at least every 4 years)?

YES to all of the above. The CRTPO is now preparing an update to its current, valid MTP.

6. Is there a valid TIP? 23 CFR 450.324, 326, 328, 330, 332
 - a. Is the TIP consistent with the MTP?
 - b. Is the TIP fiscally constrained?
 - c. Is the TIP developed cooperatively with the state and local transit operators?
 - d. Is the TIP updated at least every 4 years and adopted by the MPO and the Governor?

YES to all of the above.

7. Does the area have a valid Congestion Management Process (CMP)? 23 CFR 450.320
 - a. Is it consistent with the MTP?
 - b. Was it used for the development of the TIP?
 - c. Is it monitored and reevaluated to meet the needs of the area?

YES to all of the above. The CRTPO is now preparing an update to its Congestion Management Process.

8. Does the area have a process for including environmental mitigation (23 CFR 450.324(g)(10)) discussions in the planning process? If so, how?
CRTPO's 2040 MTP includes a thorough discussion of environmental mitigation in chapter 7. The scope of work for the 2045 MTP currently in development identifies environmental mitigation as an issue to be addressed in the updated plan.

CRTPO's MTP roadway project ranking criteria includes a component that assesses project impacts on the natural environment.

9. Does the planning process meet the following requirements:
 - a. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
 - b. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;

- c. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- e. The appropriate sections of the current federal transportation funding bill regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- f. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- g. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- h. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- i. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- j. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- k. All other applicable provisions of Federal law. (e.g. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations)

YES to all of the above.

10. Does the area have an adopted PIP/Public Participation Plan? 23 CRR 450.316 (b)(1)
- a. Did the public participate in the development of the PIP?
 - b. Was the PIP made available for public review for at least 45-days prior to adoption?
 - c. Is adequate notice provided for public meetings?
 - d. Are meetings held at convenient times and at accessible locations?
 - e. Is the public given an opportunity to provide oral and/or written comments on the planning process?
 - f. Is the PIP periodically reviewed and updated to ensure its effectiveness?
 - g. Are plans/program documents available in an electronic accessible format, i.e. MPO website?

YES to all of the above. The PIP is currently being updated and opportunities for the public to participate in its development, including a 45-day comment period, will be provided. In fact, the public has already been engaged through the extensive use of a stakeholder survey.

11. Does the area have a process for including environmental, state, other transportation, historic, local land use and economic development agencies in the planning process? (23 CFR 450.324(h)) If so, how?

CRTPO maintains a database that includes all pertinent federal, state and local agencies involved in the above-mentioned endeavors. Not-for-profit organizations are also included in the database. The agencies and organizations receive all CRTPO policy board agenda packets and other public meeting notifications (e.g., public comment period notifications).

Also, CRTPO conducted a Resource Agency Consultation process for the development of the 2040 MTP to ensure that all appropriate agencies were provided the opportunity to become involved in the MTP's preparation. Documentation of this process can be found in Appendix A of the MTP. Similar procedures will be implemented for the development of the 2045 MTP.

¹ *Code of Federal Regulations*

² *United States Code*

³ *The eight planning factors are:*

1. *Support the economic vitality of the metropolitan area*
2. *Increase the safety of the transportation system for motorized and non-motorized users*
3. *Increase the security of the transportation system for motorized and non-motorized users*
4. *Increase the accessibility and mobility of people and for freight*
5. *Protect and enhance the environment, promote energy conservation, and improve the quality of life*
6. *Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight*
7. *Promote efficient system management and operation*
8. *Emphasize the preservation of the existing transportation system.*

RESOLUTION

**CERTIFYING THE TRANSPORTATION PLANNING PROCESS OF THE
CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION
FOR FY 2017**

WHEREAS, the Charlotte Regional Transportation Planning Organization has found that it is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 USC 134 and 49 USC 1607; and

WHEREAS, the Charlotte Regional Transportation Planning Organization has found the transportation planning process to be in compliance with Sections 174 and 176 (c) and (d) of the Clean Air Act (42 USC 7504, 7506 (c) and (d)); and

WHEREAS, the Charlotte Regional Transportation Planning Organization has found the transportation planning process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 USC 324 and 29 USC 794; and

WHEREAS, the Charlotte Regional Transportation Planning Organization has considered how the transportation planning process will affect the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (Section 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23); and

WHEREAS, the Charlotte Regional Transportation Planning Organization has considered how the transportation planning process will affect the elderly and disabled per the provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the US DOT implementing regulations; and

WHEREAS, the Charlotte Regional Transportation Planning Organization Transportation Improvement Program is a subset of the currently conforming 2040 Metropolitan Transportation Plan; and

WHEREAS, the 2040 Metropolitan Transportation Plan has a planning horizon year of 2040 and meets all the requirements of an adequate Transportation Plan.

NOW THEREFORE BE IT RESOLVED that the Charlotte Regional Transportation Planning Organization certifies its transportation planning process on this the 15th day of March, 2017.

I, James Taylor, CRTPO chairman, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Charlotte Regional Transportation Planning Organization duly held on the 15th day of March, 2017.

James Taylor, Chairman

Robert W. Cook, Secretary

TO: CRTPO Delegates & Alternates
FROM: Robert W. Cook, AICP
CRTPO Secretary
DATE: March 8, 2017

SUBJECT: Draft 2018-2019 Congestion Mitigation & Air Quality Projects

ACTION REQUESTED:

- a. Formally delete the cancelled David Cox Road/NC 115 CMAQ project (TIP #C-5228) from the Transportation Improvement Program and allow its funds to be reallocated for FY 2018 and FY 2019 projects
- b. Approve the FY 2018 and FY 2019 CMAQ project list.

TCC RECOMMENDATION: At its March 2017 meeting, the TCC unanimously recommended that the board take the two actions stated above.

BACKGROUND-DAVID COX ROAD/NC 115 CMAQ PROJECT CANCELLATION:

- The David Cox Road/NC 115 CMAQ project was cancelled by agreement between the Charlotte DOT (project sponsor) and NCDOT. The project was cancelled because a widening of NC 115 (W.T. Harris Blvd to I-485) using only state funds will result in the full scope of the CMAQ project being implemented without federalizing the project.

BACKGROUND-PROJECT LIST:

- Last fall, NCDOT announced it would accept project proposals for the Congestion Mitigation & Air Quality (CMAQ) program in fiscal years 2018 and 2019.
- A total of \$16,720,630 is available for programming in 2018 and 2019, plus an additional \$1,411,600 from the cancelled David Cox Road/NC 115 CMAQ project.
- The CRTPO issued a project call on December 13, 2016 that closed on January 13, 2017.
- 15 projects were submitted for consideration.
- All projects were analyzed using the approved CMAQ project ranking criteria.
- The Project Oversight Committee reviewed the projects at its January 26 meeting and developed a preliminary recommendation. The list was finalized at a POC meeting held on February 9.



FY 2018 2019
Proposed CMAQ Projects
Recommended by the TCC for CRTPO Board Adoption, March 2, 2017

Ranking	Agency	Project Title	FY 18 CMAQ Recommended	FY 19 CMAQ Recommended	FY 18/19 CMAQ Recommended	FY 18/19 CMAQ Match	FY 18/19 Total Cost	% Match	Project Description
1	Charlotte	Hornets Nest Park Intersection & Sidewalk	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 5,310,000	\$ 6,810,000	78%	Install a sidewalk on Sunset Road between Beatties Ford Road and Oakdale Road and a multi-use path on Beatties Ford Road between Sunset Road and Lakeview Road-- improving access to a CATS bus route. Install a new traffic signal at Beatties Ford Road at Trinity Road.
1	Mecklenburg Co	Grants to Replace Aging Diesel Engines (GRADE)	\$ 300,000	\$ 300,000	\$ 600,000	\$ 150,000	\$ 750,000	20%	Provide incentive funding to heavy duty diesel equipment/vehicle owners willing to replace aging equipment with newer models or repower existing equipment with newer, less-polluting engines. Equipment examples include dump trucks, loaders, dozers, non-road trucks, graders, excavators involved in constructing transportation infrastructure.
3	CATS	LYNX BLE - Start-up Operations Support	\$ 4,000,000	\$ 4,000,000	\$ 8,000,000	\$ 19,600,000	\$ 27,600,000	71%	Utilize CMAQ funding for a portion of the operating cost of the 1st and 2nd years of the LYNX Blue Line Extension Project in order to help with the transition of expenses to full operation and provide significant air quality benefits.
3	Charlotte	Lakeview/Reames Roundabout	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 3,340,000	\$ 4,340,000	77%	Install a roundabout and sidewalks on Lakeview Road between Beatties Ford Road and I-77 and on Reames Road within the construction limits of the roadway portion of the project. Install bike lanes within the roadway construction area.
3	Charlotte	I-85 North Bridge Intersection Project	\$ 1,750,000	\$ -	\$ 1,750,000	\$ 1,750,000	\$ 3,500,000	50%	Utilize CMAQ funding to upgrade intersections with new signals and additional turn lanes in University Research Park (URP), as part of an overall project to connect Research Drive to J.W. Clay Boulevard with the new I-85 North Bridge, including new sidewalks on both sides of the street and a proposed cycletrack on one side.
6	NCDOT	Oakdale Road @ Sunset, Miranda, Lawing, and Simpson Rds Roundabout	\$ 544,248	\$ 632,877	\$ 1,177,125	\$ 1,177,125	\$ 2,354,250	50%	Convert the stop-controlled intersections to two single-lane roundabouts in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours, as well as drastically reduce crashes.
7	Charlotte	Pineville-Matthews Road Sidewalk Projects	\$ 3,101,240	\$ -	\$ 3,101,240	\$ 3,898,760	\$ 7,000,000	56%	This project will construct 2.82 miles of sidewalk along 3 segments of Pineville-Matthews Road in Charlotte, NC. The segments are: McAlpine Creek to Rea Road, Rea Road to McPherson Drive, and Strawberry Lane to Ridgeloach Place.
7	Cornelius	NC Highway 115 and Hickory Street Intersection Improvements	\$ -	\$ 1,003,265	\$ 1,003,265	\$ 429,985	\$ 1,433,250	30%	Add traffic signal at intersection of Hwy 115 and Hickory St. and add left turn lanes on Hwy. 115 onto Hickory Street. Extend left turn lane on north side of the intersection and connect with current turn lane at the Hwy 115 and Catawba Ave. intersection. Improvements will reduce congestion and provide air quality benefits.
Total			\$ 9,695,488	\$ 8,436,142	\$ 18,131,630	\$ 35,655,870	\$ 53,787,500		

Sources

CMAQ Funding	\$ 8,284,488	\$ 8,436,142	\$ 16,720,630
David Cox Road	\$ 1,411,000		\$ 1,411,000
Total	\$ 9,695,488	\$ 8,436,142	\$ 18,131,630

Not Recommended

9	NCDOT	Potter Road @ Wesley Chapel Road Roundabout							Convert the stop-controlled intersection to a 3-legged, single-lane roundabout in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours.
10	Davidson	Robert Walker Drive Roundabout							Construction of a Roundabout at the intersection of Robert Walker Drive and Davidson Concord Rd.
10	NCDOT	Chestnut Road @ Weddington-Matthews Road Roundabout							Convert the stop-controlled intersection to a 3-legged, single-lane roundabout in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours.
10	NCDOT	Newtown Road @ Waxhaw-Indian Trail Road Roundabout							Convert the existing signalized intersection to a 4-legged, single-lane roundabout in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours.
10	NCDOT	Tilley Morris Road @ Weddington-Matthews Road Roundabout							Convert the stop-controlled intersection to a 4-legged, single-lane roundabout in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours.
14	NCDOT	Newtown Road @ Marvin Road Roundabout							Convert the stop-controlled intersection to a 4-legged, single-lane roundabout in order to reduce long queues, delays, and idle time for traffic traveling through this intersection during peak hours.
15	CATS	North Mecklenburg Bus Expansion Project							Purchase 6 new express buses to provide 12 extra round trips in the am/pm peak to CATS' highest express ridership corridor and take advantage of the HOT lanes to provide a faster and more efficient trip.

The CRTPO Bicycle & Pedestrian Work Group recommends the following projects for the 2016 round of Transportation Alternatives Program (TAP) funding.

TAP Year	Sponsor	Project	Total Cost	Reimbursement Request	Match	Total Score	Programmed TAP Funds
2016	Charlotte DOT	Mallard Creek Church Road Shared-Use Path	\$2,942,500	\$200,000	\$1,742,500	195	\$200,000
2016	Town of Indian Trail	South Fork Crooked Creek Greenway	\$1,333,333	\$1,000,000	\$333,333	186	\$1,000,000
2016	Town of Cornelius	Westmoreland Road Multi-Use Corridor	\$1,739,130	\$1,200,000	\$539,130	179	\$1,200,000

Project Oversight Leadership Recommendation Memorandum

The following list of recommendations is drawn from the CCoG *Process Improvement Report: Bonus Allocation Funding Case Study* – November 17, 2016, after several meetings with the consultant, POC Chair, Vice-Chair and MPO staff:

- 1) MPO staff should use multiple engagement techniques to ensure the TCC and MPO have the opportunity to gain a thorough understanding of the rules, procedures and timeline related to any given process, such as project selection.
- 2) When presenting to MPO delegates, MPO staff and TCC members should use real world explanations and/or best practices whenever possible to convey the meaning of language in documents such as guiding principles and scoring criteria.
- 3) When implementing a process, such as the evaluation, prioritization, recommendation, selection and/or administration of projects, MPO staff and the TCC should request MPO action at appropriate points as the process moves forward. For each action point, MPO staff should present a brief history of prior decisions by the MPO that led to the current request for action.

The TCC should consider adding "Findings of Fact" to its recommendations to better inform MPO delegates of the reasons for such recommendations.

- 4) To address the increasing complexity and number of processes, changing membership and varying attendance patterns, the MPO should develop the practice of capturing decision points which are succinctly reported following each meeting as well as at the beginning of succeeding meetings to improve understanding among MPO delegates.
- 5) When the MPO is establishing a new process, the initial presentation to the MPO by MPO staff, TCC members or any other presenter should include explicit statements directed to the MPO regarding what the process is to accomplish, what the MPO's specific role is, and what action the MPO will be asked to take. In addition, the MPO should be shown how the new process aligns with and supports the strategic direction and policy documents already adopted by the MPO.

CRTPO Process Improvement Report

Moving Forward, February 7, 2017

The Project Oversight Committee (POC) has discussed the process improvement recommendations stemming from the Centralina Council of Planning (CCOG) review of the Charlotte Regional Transportation Planning Organization (CRTPO) decision making during the programming of Bonus Allocation funds in 2014-15. A history of that review is attached. The review utilized this specific issue to examine how CRTPO and its Technical Coordinating Committee (TCC) grapples with and reaches decisions on transportation policy matters that will help determine the region's future transportation system.

Based on its review of the report and input received from the CRTPO and TCC members, the Project Oversight Committee endorses the value in both implementing many of the recommendations AND moving forward with some sort of regular (ongoing?) review of how we do business and how we might improve.

The report recommendations were aggregated into three basic elements of CRTPO's decisions: content, process, and context. The POC recommends five of these recommendations be implemented immediately. Those are attached. Others of the recommendations can be implemented as time permits. The POC believes these actions will allow the CCOG report to be deemed completed and appropriately acted upon, however, the POC does not believe improving the operations of the CRTPO and TCC should be considered completed. Business and government today do not stay static unless they wish to atrophy.

The only time CRTPO and its predecessors has consciously examined how it operates is every 10 years when it must reconstitute itself under the new urbanized area and any new federal guidelines. Those examinations have been of high level governance and not of the day to day decision making. The POC offers the following path forward relative to an ongoing improvement program :

As CRTPO adopts its fy 2018 Unified Planning Work Program, it should look at placing a specific note under the Management and Operations task (VI-12) to direct the development of a process improvement program to be undertaken at appropriate intervals.

It is acknowledged that current staffing resources are inadequate to accomplish all that is on the CRTPO's agenda and that outside resources are likely to be needed for this effort.

Process Improvement Timeline

- March 2015-CRTPO board approves Bonus Allocation list
- April 2015-CRTPO staff requests Centralina COG to assess the process that resulted in the board's action; the assessment's purpose was to learn from the successes and failures of the process in order to improve other CRTPO processes
- May 2015-Centralina COG provides CRTPO staff with scope of work
- January 2016-Work on assessment begins (work delayed due to delays in finalizing contract)
- February 2016-Bonus allocation participant interviews begin
- August 2016-Draft report provided by Centralina COG; discussed with CRTPO board leadership
- October 2016-Findings first reported to CRTPO board (originally scheduled for September 2016, however, meeting was cancelled)