

CHARLOTTE REGIONAL TRANSPORTATION PLANNING ORGANIZATION

**Remote Participation Only
February 17, 2021 Meeting
Summary Minutes**

Members Attending (via remote participation):

Larken Egleston (Charlotte), Michael Miltich (Cornelius), Jane Campbell (Davidson), Dan Boone (Huntersville), Marcus McIntyre (Indian Trail), Melissa Neader (Iredell County), Ernestine Staton (Marshville), Renee Garner (Matthews), Pat Cotham (Mecklenburg County), John Higdon (Metropolitan Transit Commission), Frederick Becker (Mineral Springs), Brad Simmons (Mint Hill), Lisa Qualls (Mooresville), Jack Edwards (Pineville), Linda Paxton (Stallings), William Morgan (Statesville), David Williams (Union County), Ron Pappas (Waxhaw), Elizabeth Callis (Weddington), Lori Bailey (Wesley Chapel), Tony Lathrop (NCBOT – Division 10), Brad Lail (NCBOT – Division 12)

Non-Voting Members Attending (via remote participation):

Victoria Nwasike (Charlotte-Mecklenburg Planning Commission), Jerry Santoni (Iredell County Planning Board), Jim Walker (NC Turnpike Authority), Loretta Barren (FHWA)

1. Call to Order

Chairman Michael Miltich called the February 2021 CRTPO meeting to order at 6:00 p.m. He explained that this meeting would be conducted virtually, and then he reviewed the virtual meeting guidelines and etiquette. CRTPO Delegates and Alternates as well as residents were able to participate in the virtual meeting by using a combination of online meeting software, conference call, and live stream from the CRTPO’s Facebook Page.

Chairman Miltich reminded the Board that usage of the chat box function within the online meeting software is part of the Board public record.

Chairman Miltich directed Mr. Burke to conduct a roll-call to determine if the following Bylaw requirements had been met for a quorum:

Section 3 – Quorums

A quorum of the MPO shall be constituted by the presence of:

- *at least ten (10) of the eligible voting members at the beginning of the meeting; and*
- *who together represent a minimum of 51% of the weighted votes; and*
- *that qualified voting members from jurisdictions representing at least two counties must be present.*
- ~~*Only members physically present shall count toward establishing a quorum. (Suspended by CRTPO Board chairman due to North Carolina State of Emergency Declaration)*~~

Mr. Burke conducted the roll-call and determined that a quorum of the Board had been met based upon the bylaws, and with the Chairman’s omission of the clause for members to be physically present due to the State of Emergency declaration.

Chairman Miltich polled the Board to determine if votes can be cast by acclamation unless opposition (“nay” vote) from at least one Board member is made. The purpose of the vote by acclamation would be to minimize confusion if the votes were unanimous and to run the virtual meeting as efficiently as possible.

If an opposing vote to approve the particular vote by acclamation was cast, then the Chairman would direct the Secretary to conduct a roll call vote of each attending jurisdiction. If no opposing vote is cast a second time, then the motion will be recorded as “approved unanimously by acclamation.” No opposition was voiced with this voting method from the Board for the meeting tonight.

2. Adoption of the Agenda

Summary:

Chairman Miltich asked if any changes to the agenda were necessary. No changes were identified.

Motion:

Chairman Miltich made a motion to the Board to adopt the agenda by acclamation unless at least one opposing vote is cast. No opposing vote was cast. Upon being put to a vote, the motion to adopt the agenda as presented was approved by acclamation.

3. Public Comment Period

There were no public comments.

4. Ethics Awareness & Conflict of Interest Reminder

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

5. Consent Agenda

Summary:

Chairman Miltich requested action on the following two consent agenda items:

1. January 20, 2021 CRTPO Board Meeting minutes
2. 2020-2029 TIP Amendments

Motion:

Chairman Miltich made a motion to the Board to approve the consent agenda item by acclamation unless at least one opposing vote is cast. No opposing vote was cast. Upon being put to a vote, the motion to adopt the consent agenda was approved by acclamation.

6. 2050 Metropolitan Transportation Plan

Presenter: Neil Burke

Summary:

Mr. Burke provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes.

Mr. Burke began by providing an overview of the presentation. Action is being requested for the Board to approve the updates to the Goals and Objectives and to approve the roadway project ranking methodology for the 2050 MTP. Information would be provided regarding the roadway financial projections for the 2050 MTP in February, with action requested for the CRTPO Board to approve in March.

He explained the 2045 MTP goals were consolidated for this planning effort and the objectives were revised to be more measurable. The revised goals and objectives were presented to the Advisory Committee, TCC, and CRTPO Board throughout Fall 2020. A public comment period was opened November 19 and concluded December 31, 2020. The majority of feedback received during the public comment period supported the draft goals and objectives.

Mr. Burke stated the 2045 MTP roadway ranking criteria was reviewed and the addition of an equitable access measure is recommended within tier two of the methodology. The addition of the new measure requires a reallocation of point values within tier two in order to keep the total possible amount of points at 100. The

revised roadway ranking criteria was presented to the Advisory Committee, TCC, and CRTPO Board and no issues were identified.

He provided an overview of the roadway financial projections and stated an information report was presented to the TCC and CRTPO Board in November 2020. Mr. Burke stated \$3.7 Billion (or \$2.4 Billion in current dollars) is available for allocation in the 2050 MTP. Action will be requested for the TCC to recommend that the Board approve the roadway financial projections in March. Mr. Burke concluded his presentation and asked for questions from the Board.

Dan Boone asked about the results of the 2020 census and the impact that this may have on the CRTPO's geographic boundaries and financial projections for the 2050 MTP. Mr. Burke explained that the urbanized area boundaries for the 2020 census will not be available until the spring of 2022, and FHWA has required adoption of the CRTPO's 2050 MTP by March of 2020. The financial projections utilized population projections from the 2018 American Community Survey. The CRTPO's next MTP will consider any revisions to the CRTPO's planning area boundary following the 2020 census.

Several Board members asked for additional explanation regarding the proposed equitable access measure within tier two of the roadway ranking criteria and how it differs from the existing Environmental Justice (EJ) measure. Mr. Burke explained that the EJ measure is designed to discourage property impacts within these communities by assigning diminishing values of points if right-of-way acquisition is required for a project. Some members of the Steering Committee (SC) and Advisory Committee (AC) have viewed this as a negative criterion. The Equitable Access measure focuses on equity and rewards projects that have provide improved multimodal access to EJ communities.

Motion:

Chairman Miltich made a motion to the Board to approve the Goals and Objectives and the roadway ranking criteria for the 2050 MTP. The motion would be approved by acclamation unless at least one opposing vote was cast. No opposing vote was cast. Upon being put to a vote, the motion to approve the Goals and Objectives and the roadway ranking criteria for the 2050 MTP was approved by acclamation.

7. Performance-Based Planning: 2021 Safety Targets

Presenter: Robert Cook

Summary:

Mr. Cook provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes.

He began the presentation stating the requested action is to endorse NCDOT's 2021 safety targets as part of the implementation of federally-required performance-based planning requirements.

He stated the proposed NCDOT 2021 safety targets were discussed at November 18, 2020 Board meeting. North Carolina has not met or made significant progress toward achieving its 2018 targets. Mr. Cook attributed this to North Carolina's continued population growth and the overall reliance on single occupant vehicles for most trips throughout the state.

CRTPO has historically endorsed NCDOT safety targets because of the MPO's inability to affect meaningful change in the short-term on safety issues. Absent a compelling reason to do otherwise, staff recommends that the CRTPO act to support NCDOT's 2021 safety targets.

Motion:

Chairman Miltich made a motion to the Board to approve the endorse NCDOT's 2021 safety targets as part of the implementation of federally-required performance-based planning requirements. The motion would be approved by acclamation unless at least one opposing vote was cast. No opposing vote was cast. Upon being put

to a vote, the motion to approve endorse NCDOT's 2021 safety targets as part of the implementation of federally-required performance-based planning requirements was approved by acclamation.

8. CATS Transit Initiatives Update

Presenter:

Jason Lawrence, CATS

Summary:

Mr. Lawrence provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes.

He stated the purpose of his presentation is to provide an overview of the Charlotte Area Transit System (CATS) initiatives which will require TCC and CRTPO Board action throughout 2021. He explained many of the initiatives underway will influence recommendations included in the CONNECT Beyond Regional Mobility Initiative and projects recommended by the Charlotte Moves Task Force.

He provided an overview of past transit planning efforts, including the 2025 Transit and Land Use Plan. He highlighted current several ongoing transit studies which might be appropriate to include in the development of the 2050 MTP.

Mr. Lawrence also provided an overview of the CONNECT Beyond initiative which will define a single, coordinated transit vision for the region. He provided details about the guiding principles of the effort and presented priority corridors already identified in the plan development process. The CRTPO will be requested to incorporate the final priority corridors into the Comprehensive Transportation Plan. In addition, the 2050 MTP will need to include any assumptions for committed funding to construct fixed guideway transit facilities throughout the plan horizon years.

9. CRTPO Strategic Plan Update

Presenter: Rich Denbow, Cambridge Systematics

Summary:

Mr. Denbow provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes.

He began his presentation by explaining that the Staffing & Resources Study recommended the preparation of a strategic plan "to establish a proactive planning direction for the CRTPO" through the development of a vision and strategic goals. Mr. Denbow explained that the majority of the work to-date has involved peer review of MPOs that have an adopted strategic plan. The peer review has been focused as to how the MPO's have utilized strategic plans, development of mission statements, and long-term visioning of organizational goals.

Mr. Denbow then reviewed the following strategic plan elements:

- Mission Statement: Why CRTPO exists
- Vision Statement: How CRTPO views itself in the future
- Goals: Desired end states
- Strategies: Action steps to achieve each goal

He explained that a steering committee has been formed to represent a group of key CRTPO stakeholders that will be engaged throughout the project to provide input and feedback on development of the strategic plan and review of draft materials. A kickoff meeting was held on November 9, 2020 with the purpose of educating the steering committee on the key elements of the effort as well as to receive feedback on a potential mission statement, vision and goals. The next steering committee meeting will be held in early March to review the first draft of strategic plan.

10. FY 2022 Unified Planning Work Program

Presenter:

Robert Cook

Summary:

Mr. Cook provided information to the Board via a Power Point presentation, the contents of which are incorporated into the minutes. The presentation's purpose was to update the Board on the preparation of the FY 2022 UPWP following the presentation during the January meeting. Funding levels by source were reviewed.

He then reviewed the FTA Section 5303 fund requests by transit agency. The CRTPO anticipates having \$980,352 in FTA 5303 funds for FY 2022, and a call for projects/initiatives was conducted to allocate the funds Mr. Cook reviewed major projects and initiatives that would require funding task code allocations in FY 2022.

A request was made during the January Board meeting for Mr. Cook to provide an assessment of the percentage of mandatory activities within each UPWP task code based upon the federal MPO requirements. Mr. Cook's review concluded that 95 to 100% of the activities within each task code can be considered mandatory because they either directly fulfill or support the federal MPO requirements.

Mr. Cook concluded his presentation by stating that action to approve the FY 2022 will be requested of the Board during the March meeting.

11. Upcoming Agenda Items

Presenter:

Neil Burke

Summary:

An overview of the March 17, 2021 agenda was provided. The March 2021 Board agenda will include the following action items:

- 2050 MTP: Approval of financial assumptions for roadway projects
- Approval of the FY 2022 UPWP
- Approval of CRTPO Self-Certification

Mr. Burke provided the following announcements:

- An education session will be held prior to the March 17 Board regarding the recommendations from the NC First Commission. The education session will feature a panel discussion from NC First Commission members Charlotte Mayor Pro-Tem Julie Eiselt and NC BOT-Division 10 Tony Lathrop regarding how they foresee the recommendations impacting CRTPO and the overall Charlotte Region.
- Information was provided to the Board (via email on January 11) regarding the filing requirement for delegates and alternates with the state ethics commission. Elected officials that serve as delegates or alternates on an MPO Board must fill out the appropriate documents with the North Carolina State Ethics Commission prior to April 15 each year.
 - As of the Board meeting date, five of the 45 CRTPO delegates and alternates had successfully completed their SEI filings for 2021.
- Board members are encouraged to provide [Judy Dellert-O'Keef](#) with contact information to any advisory, civic, neighborhood, or religious organizations that they are members of within their communities to schedule 2050 MTP public engagement presentations within the first and second quarters of 2021.

Mr. Cook provided the following announcements:

- Centralina Regional Council submitted an application on behalf of the Charlotte Regional Alliance for Transportation (CRAFT) for NCDOT's State Planning and Research (SPR) funds to complete an update to the Charlotte Region's Intelligent Transportation System (ITS) plan.
- A series of CRTPO staff changes were announced:
 - Brian Elgort was introduced as the new Associate Planner with CRTPO. This is one of three new positions approved by the Board originating from the staffing assessment. Mr. Elgort will support existing staff in a variety of roles.
 - Catherine Mahoney has accepted a position as Senior Project Manager the Long Range & Strategic Planning Division within the Charlotte Planning, Design, and Development department. Ms. Mahoney will be charged with leading the effort to implement Charlotte's 2040 Comprehensive Plan. Mr. Cook thanked Ms. Mahoney for her contributions to the CRTPO.
 - Ms. Mahoney's former position of Senior Principal Planner with the CRTPO has been filled by Travis Johnson. Most recently, Mr. Johnson was a Project Coordinator within the Long Range & Strategic Planning Division of CPD&D. Mr. Johnson had previously served in the role as Senior Planner with the Town of Davidson and served on the CRTPO TCC for five years.

12. Board Member Comments

Presenter:

Michael Miltich

There were no comments.

13. Adjourn

The meeting adjourned at 7:55 p.m.