

CRTPO TECHNICAL COORDINATING COMMITTEE
Summary Meeting Minutes
January 5, 2023

Voting Members: *Chair* – Liz Babson (CDOT), *Vice-Chair* – Andrew Ventresca (Troutman), Samantha Miller - alt for Dan Leaver (Charlotte General Services), Candice Rorie – alt for Alyson Craig (Charlotte PD&D), Aaron Tucker (Cornelius), Andrew Golden (Davidson), Heather Maloney (Huntersville), Todd Huntsinger (Indian Trail), Richard Hoffman – alt for Matthew Todd (Iredell County), Dana Stoogenke (Matthews), Megan Green (Meck. Co. – LUESA Air Quality), David McDonald (Metropolitan Transit Commission), Steve Frey (Mint Hill), Lisa Stiwinter (Monroe), Erika Martin (Mooresville), Theo Ghitea – alt for Brett Canipe (NCDOT – Div. 10), Anil Panicker – alt for Mark Stafford (NCDOT – Div. 12), Alex Rotenberry (NCDOT-IMD), Dominique Boyd (NCDOT-TPD), Justin Russell (Stallings), Genesis Harrod (Statesville), Bjorn Hansen (Union County), Lisa Thompson (Waxhaw), Vagn Hansen (Wesley Chapel), Alex Riemondy (Focus Area Representative – Bicycle), Gwen Cook (Focus Area Representative – Greenway), Tracy Houk (Focus Area Representative - Pedestrian)

Staff: Curtis Bridges (CRTPO), Neil Burke (CRTPO), Robert Cook (CRTPO), Kendall Clanton (CRTPO), Temekia Dae (CRTPO), Judy Dellert-O’Keef (CRTPO), Brian Elgort (CRTPO), Travis Johnson (CRTPO), Jerrel Leonard (CRTPO), Jennifer Stafford (CRTPO), Theo Thomson (CRTPO), Mia Alvarez (Cornelius), Heather Barfield (Cornelius), Loretta Barren (FHWA), Kathryn Cogar (CDOT), Warren Cooksey (NCTA), Andy Grzymiski (CDOT), Marlee Henninge (CDOT), Scott Miller (NCDOT), Felix Obregon (NCDOT), Erin Pratt (CDOT), Debbie Smith (CDOT)

Guests: Erin Musiol (RS&H)

Liz Babson opened the meeting at 10:01 a.m. after Travis Johnson determined that a quorum was achieved.

2. Adoption of the Agenda

Ms. Babson asked if changes to the agenda were necessary. Hearing none, she asked for a motion to approve today’s agenda.

Motion:

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

3. Consideration of Consent Agenda

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

- Approval of November 3, 2022 TCC Minutes,
- 2020-2029 TIP Amendments,
- Performance-Based Planning: 2023 Safety Targets,
- NCDOT Paved Trail & Sidewalk Feasibility Study Grant Program Resolutions for Towns of Matthews and Waxhaw

Motion:

Dana Stoogenke made a motion to approve the consent agenda. David McDonald seconded the motion. The motion passed unanimously.

TCC BUSINESS ITEMS

4.1 Election of Officers

Presenter: Liz Babson, CDOT; Travis Johnson

Summary:

Ms. Babson stated that it is the responsibility of the TCC to annually elect new officers during the first meeting of the year. She then opened the nominations for Chair and Vice-Chair of the TCC.

Chair Nominations

Lisa Thompson made a motion to open the nominations; Ms. Martin seconded the motion.

Ms. Thompson nominated Liz Babson for Chair of the TCC for 2023; Mr. McDonald seconded the motion. No other nominations were put forth.

Ms. Liz Babson was unanimously elected Chair of the TCC for 2023.

Vice-Chair Nominations

Ms. Martin made a motion to open the nominations; Mr. McDonald seconded the motion.

Ms. Martin nominated Andrew Ventresca for Vice-Chair of the TCC for 2023; Mr. McDonald seconded the motion. No other nominations were put forth.

Mr. Andrew Ventresca was unanimously elected Vice-Chair of the TCC for 2023.

4.2 Election of Focus Area Representatives

Presenter: Travis Johnson

Summary:

Mr. Johnson 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. Johnson stated that the Bicycle and Pedestrian Work Group (BPWG) discussed nomination of Focus Area Representatives at the November meeting. The BPWG group recommended the appointment of the focus area representatives and to serve on the TCC for the 2023 calendar year. The BPWG’s recommendation is shown in the chart below.

Focus Area	Delegate	Alternate	Agencies
Bicycle	Alex Riomondy	Marlee Henninge	Charlotte DOT
Greenway	Gwen Cook	Joyce Figueroa	Mecklenburg County
Pedestrian	Tracy Houk	Erin Pratt	Huntersville Parks & Recreation Charlotte DOT
Public Health	Clint Grant	Irene Ivie	Mecklenburg County

Motion:

Ms. Stiwinter made a motion to recommend that the TCC approve the 2023 Focus Area Representatives endorsed by the Bicycle Pedestrian Work Group; Mr. McDonald seconded the motion. The motion passed unanimously.

4.3 Fred D. Alexander Boulevard Alignment CTP Amendment

Presenter: Andy Grzymski, CDOT

Summary:

Mr. Grzymski 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. Grzymski requested that the TCC to recommend that the CRTPO Board approve an amendment of the future Fred D. Alexander Boulevard alignment in the CRTPO's Comprehensive Transportation Plan (CTP), as requested by the Charlotte Department of Transportation (CDOT). Fred D. Alexander Boulevard will provide additional connectivity I-77 to I-85 and serve as an alternative route for I-485 in the northwestern portion of the City of Charlotte. Mr. Grzymski requested that the future alignment of Fred D. Alexander Boulevard be amended within the CTP due to a development proposal submitted for a property impacted by the potential CTP alignment. The developer will dedicate right-of-way for Fred D. Alexander Boulevard on their property following the proposed route. A public comment period for the proposed CTP alignment began on November 18 and concluded on December 16. Four public comments were received by CDOT staff. The four public comments are included at the end of these meeting minutes.

Motion:

Ms. Thompson made a motion to recommend that the CRTPO Board approve an amendment of the future Fred D. Alexander Boulevard alignment in the CRTPO's CTP, as requested by the CDOT; Bjorn Hansen seconded the motion. The motion passed unanimously.

TCC INFORMATION REPORTS

5.1 Functional Classification Revision Requests

Presenters: Heather Maloney, Huntersville; Bjorn Hansen, Union County

Summary:

Ms. Maloney and Mr. Hansen 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:

Ms. Maloney stated that the Town of Huntersville would like to modify the federal functional classification for Stumptown Road between US-21 and NC-115 from Local to Minor Collector. Stumptown Road serves as an important east-west connector for the town and will eventually connect to Ramah Church Road. Stumptown Road had an Annual Average Daily Traffic (AADT) of 7,900 in 2016 and future traffic forecasts predict 14,000 AADT by 2045.

Mr. Hansen stated that Union County would like to modify the federal functional classification for Cuthbertson Road between NC 16 and New Town Road from Local to Minor Collector. Cuthbertson Road is an important connector between NC 16 and New Town Road. This corridor currently experiences over 10,000 AADT. Wesley Chapel, Waxhaw, and Union County provided resolutions for this reclassification.

The TCC and Board will be requested to endorse both functional classification revisions during the February 2023 meetings. If endorsed, the functional classification revisions will be submitted to NCDOT for evaluation in March 2023.

5.2 CRTPO Discretionary Funds Project Call – Recommended Projects

Presenter: Andrew Ventresca, Troutman

Summary:

Mr. Ventresca provided information to the TCC via a PowerPoint presentation, the contents of which are incorporated into the minutes [here](#). The presentation covered the following points:

Mr. Ventresca provided an overview of the fall call for projects to allocate the CRTPO discretionary funds. The fall call opened on August 15 and closed on October 28. The CRTPO accepted applications for new projects, existing projects in need of additional funding, and planning projects in consideration of programming \$59.1 million in available discretionary funds. The CRTPO received 34 project requests from member jurisdictions for approximately \$79 million. The Project Oversight Committee (POC) reviewed project scores and developed a recommended list of 26 projects during their meetings in November and December.

TCC members asked clarifying questions about project prioritization and ranking process. Ms. Martin expressed concerns about using a significant portion of the carbon reduction program funds for CATS electric bus chargers. She felt that discretionary funding policies have not remained consistent each year. Bjorn Hansen requested that the POC consider adding an air quality element to project ranking criteria. Megan Green stated that both bicycle pedestrian and transit project would have an air quality benefit. Ms. Green expressed an interest in changing the 80/20 funding split for highway and non-highway projects. Mr. Ventresca reminded the TCC that this 80/20 funding split was adopted by the CRTPO Board and any changes would need their support. Anil Panicker asked clarifying questions for use of discretionary funds for non-member jurisdictions. Jennifer Stafford informed the TCC that quasi-governmental agencies like Centralina Regional Council are eligible for funds.

The TCC and Board will be requested to take action to approve funding allocations for the recommended projects during the February 2023 meeting.

5.3 FY 2024 Unified Planning Work Program: Annual Budget

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's presentation shared an overview of the draft FY 2024 Unified Planning Work Program (UPWP) and included the development process, proposed funding allocations, and next steps.

The first draft of the FY 2024 UPWP identifies anticipated planning activities for the CRTPO intends to undertake throughout the next year. The UPWP documents the allocation of federal and state funds into eight categories (task codes). Total funding for FY 2024 UPWP is estimated at around \$4.7 million. This total includes Federal and local matches. Funding sources include FHWA Section 104(f) Planning

Funds, FHWA Surface Transportation Block Grant-Direct Attributable (STBG-DA), and FTA Section 5303. Local matches of at least 20% are required for certain federal funding sources.

Additional requirements for MPOs are set by the Infrastructure Investment and Jobs Act (IIJA). The IIJA requirement states that 2.5% of planning funds must be on planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. This requirement is estimated to be \$84,700 for the CRTPO.

The FY 2024 UPWP includes five planning studies and six planning projects from FY 2023 that need carryover funding in FY 2024.

Issues yet to be addressed in the FY 2024 UPWP include the finalization of allocations for Sec 5303; the amount to be programmed for Transit-Oriented Development (TOD) grant; funds for traffic counts; and the continuation of FY 2023 Complete Streets initiative.

In February, the TCC and Board will receive a presentation on the second draft. The Final Draft FY 2024 UPWP will be presented to TCC and the Board for adoption in March.

5.4 Charlotte Urban Area Boundary

Presenter: Robert Cook

Summary:

Mr. Cook provided an update on the Charlotte Urban Area Boundary from the 2020 Census. The urbanized area populations were released on December 29. Census designated urban area maps and GIS data are anticipated to be released later this month. The population of the urban area increased from 1.2 million to 1.3 million. The urban area also contracted by 109 square miles. This contraction is believed to be in South Carolina, Statesville, and Marshville. The US Census Bureau has not shared the new boundary maps with the CRTPO. This means that the location of the contractions cannot be confirmed. Mr. Cook noted that changes to the urban area boundary do not require changes to the CRTPO planning area. Jurisdictions outside the new 2020 urban area may continue to be member jurisdictions within the CRTPO.

The CRTPO will continue to review and provide updated information to TCC members as it becomes available.

OTHER REPORTS

6.1. NCDOT Reports

Theo Ghitea (NCDOT-Div. 10) and Anil Panicker (NCDOT-Div. 12) provided a written update on projects in the CRTPO planning area that was included in the January TCC Agenda packet from both divisions.

Dominique Boyd (NCDOT-TPD) distributed the CRTPO TPD Newsletter prior to the TCC meeting.

Alex Rotenberry (NCDOT-IMD) announced the 2024 call for Multimodal Planning Grants. IMD will host a webinar for interested jurisdictions in February. He also announced a Micro-transit Feasibility Grant and Access to Transit Grant. The applications for these grants are expected to open in January and close in two months' time.

Warren Cooksey (NCTA) announced that toll increases for 2023 went into effect on January 1, raising the cost of traveling the full length of the Monroe Expressway, in a two-axle vehicle, from \$2.72 to \$2.77 for NC Quick Pass customers and from \$4.20 to \$4.30 for Bill by Mail customers.

6.2. Project Oversight Committee Update

No updates.

6.3. Bicycle and Pedestrian Work Group Report

Curtis Bridges stated the Bicycle and Pedestrian Work Group will discuss community updates, 2023 NC Year of the Trail, and an update to the CRTPO Bicycle Suitability Maps during this afternoon's meeting.

6.4. Charlotte Regional Alliance for Transportation

No updates.

6.5 Upcoming Issues

Mr. Cook announced three CRTPO staff promotions. Curtis Bridges was promoted to Project Coordinator, Agustin Rodriguez was promoted to Senior Planning Project Manager, and Brian Elgort was promoted to Project Coordinator.

7. ADJOURN

Ms. Babson determined that the agenda had been adequately completed and adjourned the meeting at 11:09 a.m.