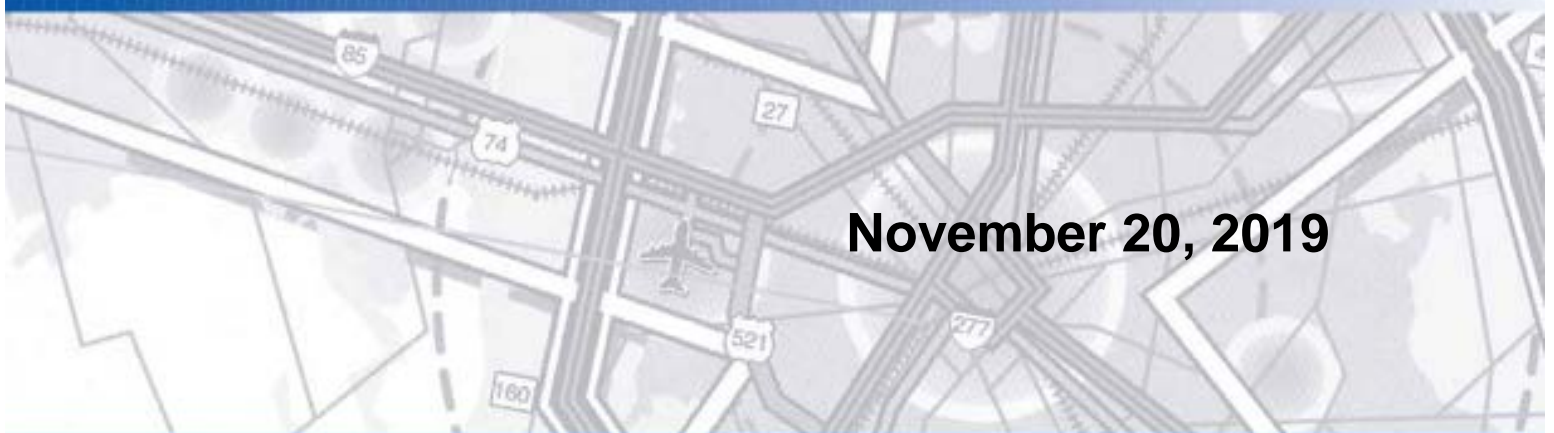


Metropolitan Transit Commission



November 20, 2019

METROPOLITAN TRANSIT COMMISSION

Wednesday, November 20, 2019

4:30pm

Charlotte Mecklenburg Government Center

Room 267

AGENDA

- I. Select an Acting Chairman to Preside John Lewis, Jr
- II. Call to OrderCommissioner Susan Harden
- III. Approval of the October 23, 2019 Summary (**p.5-11**).....Commissioner Susan Harden
- IV. Report from the Chair of the Transit Service Advisory Committee (TSAC) Sam Grundman
- V. Report from the Chair of the Citizens Transit Advisory Group (CTAG)..... Edward Tillman
- VI. Public Comments
- VII. Action Item
 - Canceling MTC December 2019 Meeting (**p.13**) John Lewis, Jr
- VIII. CATS Information Items
 - Safety Management System Overview (**p.15-22**).....Kenneth Chapman
 - LYNX Silver Line Update (**p.24-33**)..... Andy Mock
 - West Boulevard Bus Stop Placemaking Project (**p.35-42**).....Jason Lawrence
- IX. Regional Information Items
 - None
- X. Chief Executive Officer's Report (**p.44-47**) John Lewis, Jr
- XI. Other BusinessCommissioner Susan Harden
- XII. Adjourn

**METROPOLITAN TRANSIT COMMISSION
MEETING SUMMARY
October 23, 2019
(Approved on November 20, 2019)**

Presiding: Mayor Jack Edwards (Acting Chairman, Town of Pineville)

Present:

Garet Johnson (Planning, City of Charlotte)
Commissioner Susan Harden (Mecklenburg
County)
Andrew Grant (Town Manager, Cornelius)
Bill Thunberg (Mooresville Representative)

William Coxe (Town Planner, Huntersville)
Mayor William Dusch (City of Concord)
Mayor Walker Reid III (City of Gastonia)
Councilmember Jerry Morse, (Indian Trail)
Councilmember Lynda Paxton, (Stallings)

CATS Chief Executive Officer: John Lewis, Jr

I. Call to Order

The regular meeting of the Metropolitan Transit Commission was called to order at 5:41p.m. by Charlotte Area Transit System's CEO John Lewis, Jr. Mr. Lewis explained that a quorum was present but neither the chairman nor vice Chairman were present. CATS Legal Counsel Bradley Thomas explain the bylaws procedure for electing an acting chairman to preside over the meeting. The Rules of Procedure say in the absence of local chairman and the vice chairman, the chief transit official shall call the meeting to order and the MTC shall select a member to serve as the presiding officer.

A motion to nominate **Mayor Jack Edwards (Town of Pineville)** as the acting chairman was made by **William (Bill) Coxe (Town Planner, Huntersville)**; and seconded by **Bill Thunberg (Town of Mooresville Representative)**. Motion carried unanimously.

II. Review of Meeting Summary

The meeting summary of September 25, 2019 was approved.

III. Transit Services Advisory Committee (TSAC) Chairman's Report

Sam Grundman (Chair) reported the following - TSAC had a conversation with CATS CEO John Lewis, Jr., about bus options, the Silver Line and next few years of planning and potential budget issues and identifying new additional revenue sources.

IV. Citizens Transit Advisory Group (CTAG) Chairman's Report. No Report

V. Public Comments – None

VI. Presentation of Resolution

Mayor William Dusch (City of Concord) shared the following: I have been spending a lot of time going around our community talking to organizations, and there is a lot of support up in Cabarrus County for this project as it moves forward over the years. I have two letters of support, I want to submit; one from Charlotte Motor Speedway signed by CEO Marcus Smith; And a letter from the Convention and Visitors Bureau. There will, also, be letters of support

coming from the Chamber of Commerce of Cabarrus County and from the economic development group. Mayor Dusch read into the minutes, two (2) letters in support of the Light Rail, Bus and Tran Service from Charlotte Motor Speedway and Cabarrus County Convention and Visitors Bureau (**letters are attached**).

VII. Action Items

Change MTC November 2019 Meeting Time and Date

John Lewis, Jr

Resolution: To accommodate the upcoming Thanksgiving holiday; **William (Bill) Coxe (Town Planner, Huntersville)** motioned to move the Wednesday, November 27th, 2019 MTC meeting up one week to Wednesday, November 20th, 2019 from 4:30pm-6pm; **Bill Thunberg (Mooresville Representative)** seconded the motion, which passed unanimously.

VIII. Information Items

Strategic Energy Action Plan

John Lewis, Jr

John Lewis, Jr. – CATS Chief Executive Officer made a presentation on the City Strategic Energy Action Plan based on pages 15-18 in the MTC Agenda packet for October 23rd, 2019 meeting.

Discussion:

BILL THUNBERG (Mooresville Representative): I noticed that the hybrid fuel cell option was not considered.

CATS CEO LEWIS: The hydrogen fuel cell I believe is what you're addressing. There's only one property that has utilized option and we have not been able to get any real data on the operating characteristics of it. That technology will be an area we'll continue to evaluate, but I just can't get any real data to make a recommendation.

BILL THUNBERG (Mooresville Representative): I can get you some information or get you contacts to get the information from. I've worked with European countries on that technology. And with regards to diesel and other than compressed natural gas, can you use CMAC funding to offset some of those increased vehicle costs?

CATS CEO LEWIS: Typically if you're going to new technologies, CMAC is eligible for CMAC, but CMAC is not a promised or a stable source of funding. That is something we would have to look at on an annual basis.

COUNCILMEMBER PAXTON (Stallings): Your best scenario is replacing 12 buses in this year. How does that compare with the age of the buses you have, as you said you try to retire them after 12 years. Will that satisfy that?

CATS CEO LEWIS: Yes. This year we will be able to replace 13 if we were buying diesel vehicles. That is the cheapest and lowest cost technology available to us. That is not the total number of vehicles eligible. Again, just based on budget, our \$6.8M, that's what we would be able to replace in the next year. I can get the MTC the total numbers that we have that are eligible to be replaced.

BILL THUNBERG (Mooresville Representative): How many spares do you normally keep?

CATS CEO LEWIS: 20%.

BILL THUNBERG (Mooresville Representative): Are those basically all just old diesel types or low sulfur diesels?

CATS CEO LEWIS: We build our spares into our operating. We have roughly 350 vehicles in our fleet. We utilize about 280 in peak period each day. We try to build our spares in that we can keep up with preventive maintenance. That's not necessarily a function of age; that's a function of how many brake jobs we have to do each day, how many engine recalls, oil changes, etc.

BILL THUNBERG (Mooresville Representative): The reason I ask is because in the railroad business, the freight railroad business, they take the locomotives that no longer meet the clean air requirements and they use those for switching engines, which produce the worst pollution than when it was in operational mode on the railroad so I just wanted to check to make sure what the spare situation was.

WILLIAM COXE (Huntersville): I just got a little bit concerned when I heard we have roughly 280 vehicles in regular service and 12 vehicles a year, even if you stayed with conventional diesel, is what we can replace, and I tried to get through my brain 12-year cycles and that doesn't seem to match up.

CATS CEO LEWIS: You're there. This pathway, again, based on available funding, we are falling behind in our vehicle replacement program.

WILLIAM COXE (Huntersville): If we go through the state of good repair does that not factor into that analysis?

CATS CEO LEWIS: It does.

WILLIAM COXE (Huntersville): At some point that's going to catch us?

CATS CEO LEWIS: You are exactly right.

WILLIAM COXE (Huntersville): Perhaps also in the budgeting process in the coming year we'll talk about how we get back on track, regardless of what technology is chosen. Also, what would it take under each technology to get back on track perhaps. The next question is the longevity of the vehicles, so conventional diesel has been around for a long, long time. We know how long they last given the service. Hybrid electric longevity?

CATS CEO LEWIS: Generally about the same.

WILLIAM COXE (Huntersville): Electric, still it's an emerging technology so we don't know quite yet, right?

CATS CEO LEWIS: Electric vehicles have been generally used about a decade, and we're seeing that they are probably on that same lifespan. Their challenge is the battery. We would have to go through sort of a midlife overhaul of the battery technology, currently but the vehicle has just as long of a lifespan, engine, transmission, etc.

WILLIAM COXE (Huntersville): Understood. And then just an overall comment, and it's a personal prejudice so take it at that, on both CNG as a direct fueling tool and CNG as an electric generating fuel, which is what Duke is switching over to as rapidly as they can. I'm concerned not so much about the emissions, although that concerns me. I'm concerned about the production technique to get that natural gas with fracking and the potential for pollution of our groundwater nationally in that technology, and that just very deeply concerns me because there is no way to clean that up that I know about.

BILL THUNBERG (Mooresville Representative): What criteria have you identified and prioritized with regards to the selection of the vehicles? I know you're looking at pros and cons, but in other words, is the goal to get to zero emissions or is the goal to get to maybe 80% of what we currently produce and we'll be happy with that, or are we eventually going to get to non-particulate-producing? What are the overall goals?

CATS CEO LEWIS: I think you have encapsulated the entire argument in a very clear way. The MTC does not have a policy in regard to sustainability. Our only policy is to try to replace our vehicles every 12 years based on funding availability. Our only mechanism for prioritization is funding availability at this point. Now that the City has set his goals and the City has asked that CATS could move along in that regard, I think it is time for the MTC to make a decision.

BILL THUNBERG (Mooresville Representative): All right. Let's do it.

CATS CEO LEWIS: I wanted to lay this out, it's the beginning of the conversation, here are the technologies that are available, and the actual reality of the cost in that regard, recognizing already we are somewhat behind in that.

BILL THUNBERG (Mooresville Representative): A lot of times people get confused about efficiency, because if you're not achieving your goals and you're doing it for the X plus 10 or X minus 10, you're just not achieving your goals for less money. I don't think that there could be true efficiency until you achieve what your goals are, and then you can figure out how you can balance that effort in terms of the resource used and everything else that goes into it. I think identifying what your goals are, then we can determine how we could be most efficient if we could see the path towards achieving those goals. And I agree with you 100%, I think there needs to be a policy.

MAYOR JACK EDWARDS (Pineville): To try to stay on goal means you're never going to catch up.

WILLIAM COXE (Huntersville): I guess what is the path forward towards reaching those goals?

CATS CEO LEWIS: I think what we would hope to get from the MTC is we have to balance this. If the goal is zero impact by a certain date, then we can back off and backtrack from that what it would take to get there utilizing each one of these technologies and the costs associated with that, and then we would have to move forward with that. I think understanding what the goal is helps us to figure out what options we have.

WILLIAM COXE (Huntersville): I'm looking forward to the path forward to craft that goal and just a timetable perhaps for doing that and how this board then interacts with you in crafting that goal. Maybe next time we can talk about that a little bit.

BILL THUNBERG (Mooresville Representative): Since we already know that he's going to go for the hybrid vehicles in the next round, that gives you between now and the budget following to be able to do those kinds of things, and I think that's really a good strategic approach.

CATS CEO LEWIS: I will also add the transit side. We have spent, this board has made it its goal to prioritize the efficiency and effectiveness of our service offering. We've done quite a great job in Envision My Ride getting our service infrastructure correct. Right now, the challenge we have is that our average bus operates 180 miles a day, and so when you start thinking of what you would need in order to maintain that level of efficiency we start to have some areas of conflict.

BILL THUNBERG (Mooresville Representative): It just needs to be a thoughtful approach.

SAM GRUNDMAN (TSAC Chairman): I was just thinking, or wondering, if we might want to expand the fleet over the next however many years to make a, for example, frequency of how all this matches with that.

CATS CEO LEWIS: In the next phase of the Envision My Ride we got it right in terms of where our routes are going, but already half of our bus routes are operating on 45 minutes or greater headways. Staff have presented earlier what it would take to get all of our routes outside of our express service to 20 minutes or less. That would be an extra \$36M in operating, and we would need close to 80 to 100 additional vehicles in order to meet that, and we'd have to take that into consideration also. That's above the replacement cycle. Then they enter into what's an ongoing phase.

IX. Regional Information Item – None

X. Chief Executive Officer's Report – No report

XI. Other Business - None

XII. Adjourn

The meeting was adjourned at 6:19 p.m. by Mayor Jack Edwards – Acting MTC Chairman (Town of Pineville).

NEXT MTC MEETING: WEDNESDAY, NOVEMBER 20, 2019, STARTS AT 4:30 P.M.



October 7, 2019

Mayor Bill Dusch
City of Concord
PO Box 308
Concord, NC 28026-0308

Dear Mayor Dusch, Concord City Council and Metropolitan Transit Commission:

We have seen an exciting transformation of the North Tryon Street corridor because of the LYNX Blue Line light rail extension to University City. Charlotte's city leaders had the vision to reimagine and the fortitude to recreate transportation toward the northeast, and the result has stimulated economic growth toward the outskirts of Mecklenburg County. It's now time for us to do the same for Cabarrus County.

Together we can develop a plan to integrate the next phase of the LYNX Blue Line light rail into Concord. It is Charlotte Motor Speedway's goal to continue producing world class entertainment that annually brings visitors from all 50 states and nearly two dozen countries to the city, county and surrounding region. The extension of light rail to Concord would further integrate our region for more tourism and business development, greater economic impact and job creation.

Charlotte Motor Speedway is in full support of extending light rail into Cabarrus County, and we will help in any way possible to achieve that goal. UNC Charlotte's light rail station is just 4.8 miles from Charlotte Motor Speedway. The sky is the limit for what we can do together for our area, and one such catalyst begins just a few miles to the south on N.C. Highway 29. Let's ride light rail into Concord and toward a brighter future!

Sincerely,

A handwritten signature in black ink, appearing to read "Marcus Smith".

Marcus Smith
President and CEO
Speedway Motorsports



October 22, 2019

Dear Concord Kannapolis Transit Commission and Metropolitan Transit Commission,

To enhance tourism growth and the positive impact it has on our community, the Cabarrus County Convention & Visitors Bureau offers its full support for the extension of light rail and regional transit into Concord and Cabarrus County.

As the official destination marketing organization of Cabarrus County, driving overnight visitation is our priority. According to an annual study prepared for Visit North Carolina by the U.S. Travel Association, tourism in Cabarrus County generated \$469.31 million in visitor spending, over \$34 million in state and local taxes and more than 4,650 jobs in 2018.

The Cabarrus County CVB also takes great pride in our role as a destination management organization. Updated annually, the CVB's research-based Strategic Plan includes input from community, civic and travel industry leaders who participated in the DestinationNEXT Planning Model. The plan outlines our commitment to support progress in three key initiatives—enhanced and improved facilities, better mobility and workforce development. The development of improved public transit options such as the light rail extension directly supports these initiatives by providing efficient, safe mobility for visitors and residents, as well as affordable transportation for hospitality industry workers.

Cabarrus County is home to a growing number of unique places to visit including two of North Carolina's largest attractions, Concord Mills and Charlotte Motor Speedway. Greater connectivity to these tourism assets is critical to creating a total visitor entertainment destination throughout Cabarrus County.

We look forward to working with partners across our region to bring this project to fruition and further develop Cabarrus County as a premier travel destination. Please let me know how the Cabarrus County Convention & Visitors Bureau can be of further assistance in this endeavor.

Sincerely,

Donna Carpenter
President and CEO
Cabarrus County Convention & Visitors Bureau

CC: Mayor Bill Dusch, City of Concord
Mayor Darrell Hinnant, City of Kannapolis
Steve Morris, County Commissioner, Chairman – Cabarrus County

**METROPOLITAN TRANSIT COMMISSION
ACTION ITEM
STAFF SUMMARY**

SUBJECT: December 2019 Meeting Schedule

DATE: November 20, 2019

- 1.0 PURPOSE/SCOPE:** This action will establish the Metropolitan Transit Commission's December 2019 meeting schedule.
- 2.0 BACKGROUND:** The MTC typically considers canceling the December meeting to support family activities, vacations during the Christmas Holiday Season.
- 3.0 PROCUREMENT BACKGROUND:** N/A
- 4.0 POLICY IMPACT:** N/A
- 5.0 ECONOMIC IMPACT:** N/A
- 6.0 ALTERNATIVES:** N/A
- 7.0 RECOMMENDATIONS:** MTC has the following options:
- Option 1: Cancel December 2019 MTC meeting
 - Option 2: The original schedule date for the December meeting is Christmas Day (December 25). Adjust December meeting date and time to December 18, 2019 at 4:30pm-6pm.
- 8.0 ATTACHMENT:** N/A

SUBMITTED AND RECOMMENDED BY:



John M. Lewis, Jr.
Chief Executive Officer, Charlotte Area Transit System
Director of Public Transit, City of Charlotte

**METROPOLITAN TRANSIT COMMISSION
INFORMATION ITEM
STAFF SUMMARY**

SUBJECT: Safety Management System Overview

DATE: November 20, 2019

1.0 PURPOSE/SCOPE: Provide the MTC an overview of the new Federal Transit Administration (FTA) Public Transportation Regulations 49 CFR 672 and 673, and overview of the Agency Safety Plan (ASP) requirement and the responsibilities of the MTC as it relates to these new regulations.

2.0 BACKGROUND:

- On July 19, 2018, FTA published 49 CFR Part 673, entitled Public Transportation Agency Safety Plan (PTASP)
- This rule requires rail (and large bus) transit agencies to:
 - Adopt Safety Management Systems (SMS) principles and methods
 - Develop, certify, implement, and update of the PTASPs, through the State's SSO approval process
 - Establish a process and timeline for conducting an annual review and update of the PTASP
 - Include, or incorporate by reference in its PTASP, an emergency preparedness and response plan or procedures.

3.0 PROCUREMENT BACKGROUND: N/A

4.0 POLICY IMPACT: New CATS Safety Policy was signed by CATS Chief Executive Officer - John Lewis, Jr.; on October 1, 2019.

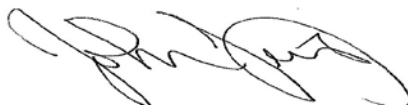
5.0 ECONOMIC IMPACT: N/A

6.0 ALTERNATIVES: N/A


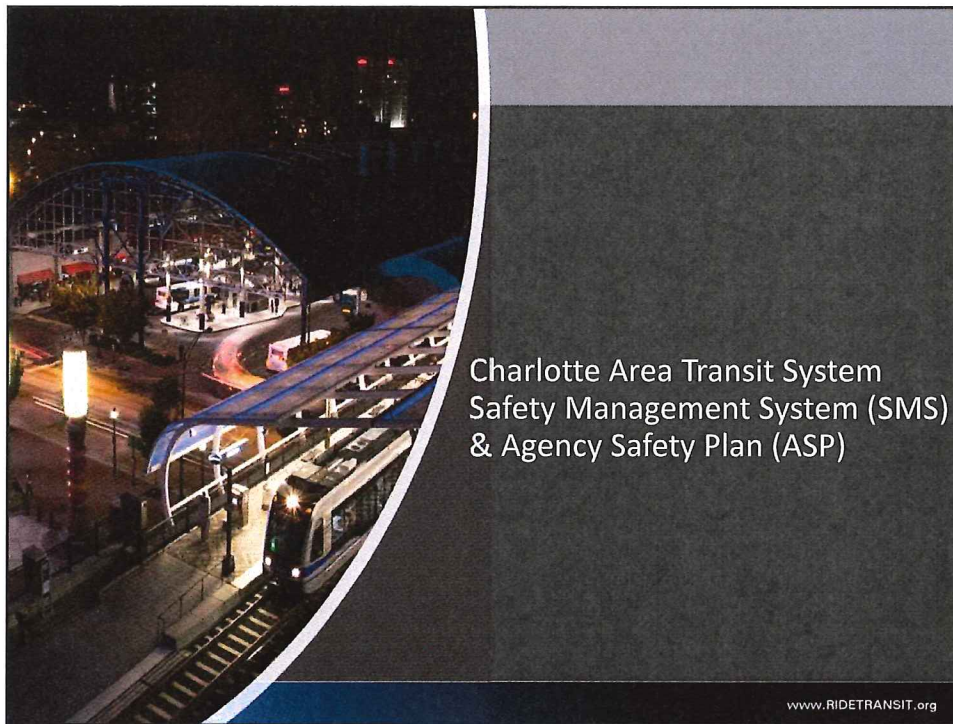
7.0 RECOMMENDATIONS: N/A

8.0 ATTACHMENT(S): N/A

SUBMITTED AND RECOMMENDED BY:




John M. Lewis, Jr.
Chief Executive Officer, Charlotte Area Transit System
Director of Public Transit, City of Charlotte



FTA – 49 CFR Part 673

- On July 19, 2018, FTA published 49 CFR Part 673, entitled Public Transportation Agency Safety Plan (PTASP)
- This rule requires rail (and large bus) transit agencies to:
 - ✓ Adopt Safety Management Systems (SMS) principles and methods
 - ✓ Develop, certify, implement, and update of the PTASPs, through the State's SSO approval process
 - ✓ Establish a process and timeline for conducting an annual review and update of the PTASP
 - ✓ Include, or incorporate by reference in its PTASP, an emergency preparedness and response plan or procedures.

CITY OF CHARLOTTE 

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FTA – 49 CFR Part 673

General requirements:

- ✓ Document the processes and activities related to SMS
- ✓ Include performance targets based on the safety performance measures established by FTA
- ✓ Establish a process and timeline for conducting an annual review and update of the PTASP
- ✓ Include, or incorporate by reference, an emergency preparedness and response plan or procedures that addresses, at a minimum, the assignment of employee responsibilities during an emergency



What is SMS?

SMS is a comprehensive, collaborative approach that brings management and employees together to build on the transit industry's existing safety foundation (System Safety) to:

- ✓ Control safety risk better
- ✓ Detect and correct safety problems earlier
- ✓ Share and analyze safety data more effectively
- ✓ Measure safety performance more carefully
- ✓ Evaluate human behavior and the role of the organization



Why SMS?

- Deeper commitment to the safety of passengers and employees.
- Strengthen transit agencies' core competencies in accident investigation, hazard management, safety data acquisition and analysis, and internal auditing.
- Stronger culture for employees and managers to work together to solve safety problems.
- Better prepare for and manage conditions that lead to negative events.
- SMS is scalable and effective across a broad range of organizations and applications.



PTASP and SMS

- Each transit agency must establish and implement a Safety Management System under this part. A transit agency Safety Management System must be appropriately scaled to the size, scope and complexity of the transit agency and include the following elements in the agency safety plan:

- ✓ Safety Management Policy
- ✓ Safety Risk Management
- ✓ Safety Assurance
- ✓ Safety Promotion





SMS Components of an Agency Safety Plan

- **Safety Management Policy**
 - Safety Objective and Performance Targets
 - Confidential Employee Reporting Program
 - Organizational Accountabilities and Safety Responsibilities
- **Safety Assurance**
 - Safety Performance Monitoring and Measurement
 - Management of Change
 - Continuous Improvement
- **Safety Risk Management**
 - Hazard Identification and Analysis
 - Safety Risk Evaluation and Mitigation
- **Safety Promotion**
 - Safety Communication
 - Competencies and Training



PTASP and ASP

- The transit agency must establish the necessary authorities, accountabilities, and responsibilities for the management of safety amongst the following individuals within its organization, as they relate to the development and management of the transit agency's Safety Management System (SMS):
 - 1) Accountable Executive
 - 2) Chief Safety Officer or SMS Executive
 - 3) Agency leadership and executive management
 - 4) Key staff.



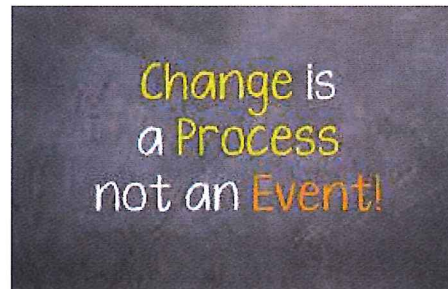
Equivalent Authority

- Board of Directors, or an Equivalent Authority:
 - Members of a transit agency's Board of Directors may not be fully educated in transit safety and may choose to complete agency-provided safety orientation training
 - However, through 49 U.S.C. 5329(d)(1)(A), **Congress required each transit agency's Board of Directors, or an Equivalent Authority, to approve the agency's safety plan.**
 - A Board of Directors or an Equivalent Authority **must have sufficient authority to review and approve an agency's safety plan.**



Agency Challenges

- Staffing
- Resources
- Training/Education
- Infrastructure
- Documentation
- Communications
- Agency/Employee Buy-in
- Top Down AND Bottom Up AND Sideways
- Impact of Transit Agency Safety Culture



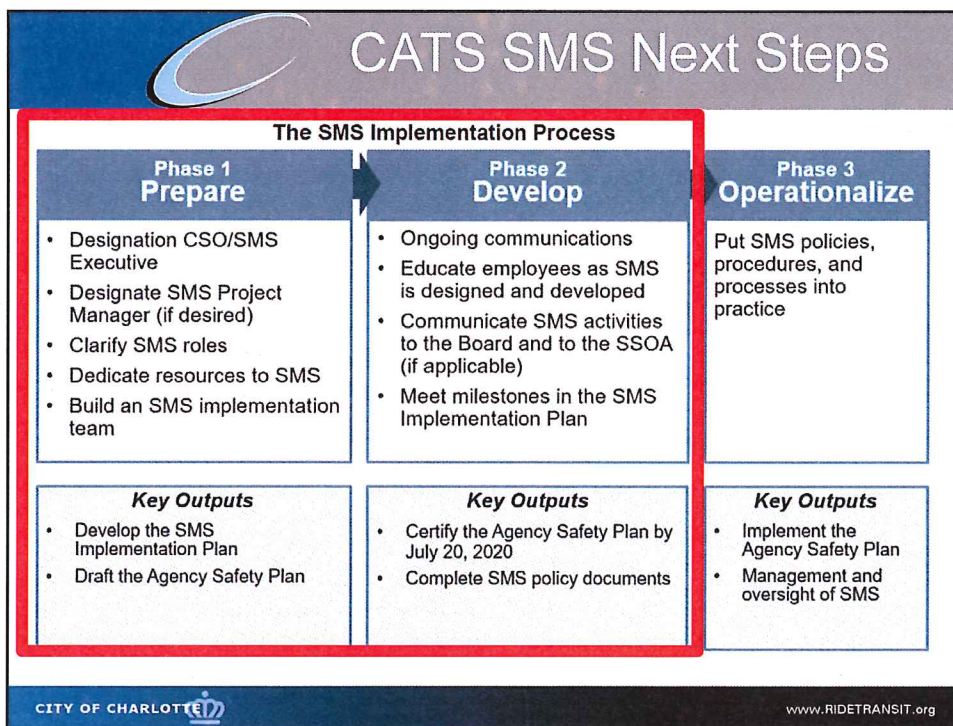
CHANGE!!!



CATS SMS Needs

- Develop Agency Safety Plan (ASP)
- Gap Analysis
- Safety Culture Pulse Check
- Employee Reporting System
- Data Analysis
- Corrective Action Plan (CAP) Tracking System
- Technology
- Training for Employees and Management
 - SMS
 - Roles and Responsibilities
 - New Systems/Processes
- Communication Tools and Resources
- Financial Support

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CATS SMS Next Steps

The SMS Implementation Process

Phase 1 Prepare	Phase 2 Develop	Phase 3 Operationalize
<ul style="list-style-type: none"> Designation CSO/SMS Executive Designate SMS Project Manager (if desired) Clarify SMS roles Dedicate resources to SMS Build an SMS implementation team 	<ul style="list-style-type: none"> Ongoing communications Educate employees as SMS is designed and developed Communicate SMS activities to the Board and to the SSOA (if applicable) Meet milestones in the SMS Implementation Plan 	<p>Put SMS policies, procedures, and processes into practice</p>
<p style="text-align: center;">Key Outputs</p> <ul style="list-style-type: none"> Develop the SMS Implementation Plan Draft the Agency Safety Plan 	<p style="text-align: center;">Key Outputs</p> <ul style="list-style-type: none"> Certify the Agency Safety Plan by July 20, 2020 Complete SMS policy documents 	<p style="text-align: center;">Key Outputs</p> <ul style="list-style-type: none"> Implement the Agency Safety Plan Management and oversight of SMS

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CATS SMS Next Steps

- **November 2019** – SMS/ASP Overview to MTC
- **January 2020** – Final Draft CATS ASP Completed & NCDOT SMS/ASP Presentation to MTC
- **February 2020** – Final Draft CATS ASP Submitted to NCDOT
- **April 2020** – Final CATS ASP to MTC for Review
- **May 2020** – Final CATS ASP to MTC for Approval
- **July 2020** – Final CATS ASP Approved by NCDOT and FTA



Questions?



**METROPOLITAN TRANSIT COMMISSION
INFORMATION ITEM
INFORMATION SUMMARY**

SUBJECT: LYNX Silver Line Design & Environmental Services

DATE: November 20, 2019

1.0 PURPOSE/SCOPE: To update the MTC on the status of the LYNX Silver Line Design contract

BACKGROUND/JUSTIFICATION: Since the adoption of the LYNX Silver Line Locally Preferred Alternative (LPA) at the February 2019 MTC meeting, CATS initiated a Request for Qualifications (RFQ) for a consultant to lead the design and environmental work necessary to progress the LYNX Silver Line Light Rail Project.

The primary purpose of the study is to refine the LPA and develop design drawings, cost estimates, environmental surveys and other documentation necessary to further define the LYNX Silver Line Project. CATS staff will also lead a robust public engagement process in concert with this design effort.

Completion of this effort will achieve the following:

- Define the LYNX Silver Line Project Alignment and Station locations
- Develop design drawings and cost estimates necessary to pursue project funding
- Begin environmental surveys and analysis necessary for federal funding

2.0 PROCUREMENT BACKGROUND: On June 19, 2019, the city issued a Request for Qualifications (RFQ); three responses were received. WSP USA Inc. is the best qualified to meet the city's needs on the basis of demonstrated competence and qualification of professional services in response to the RFQ requirements. On November 12, 2019, Charlotte City Council approved the contract with WSP USA Inc. to begin this work.

3.0 POLICY IMPACT: N/A

4.0 ECONOMIC IMPACT: N/A

5.0 ALTERNATIVES: N/A

6.0 RECOMMENDATION: N/A

7.0 ATTACHMENT(S): N/A

SUBMITTED AND RECOMMENDED BY:

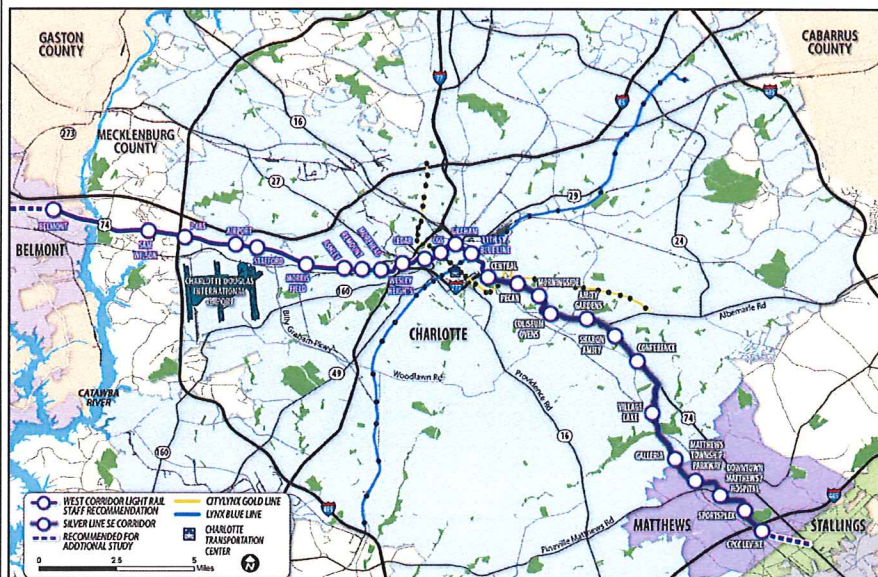


John M. Lewis, Jr.
Chief Executive Officer, Charlotte Area Transit
Director of Public Transit, City of Charlotte



Metropolitan Transit Commission (MTC) LYNX Silver Line Design and Environmental Services 11/20/2019

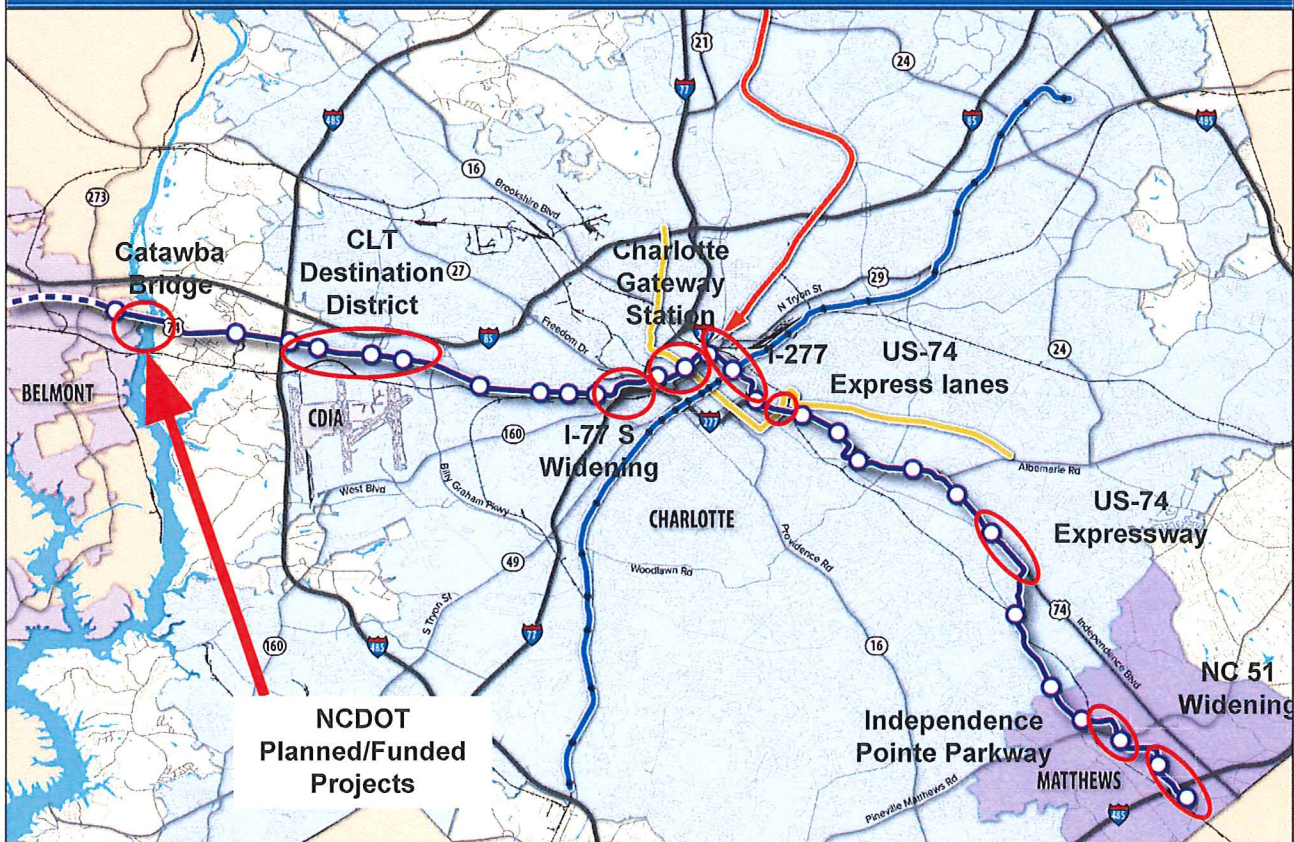
LYNX Silver Line



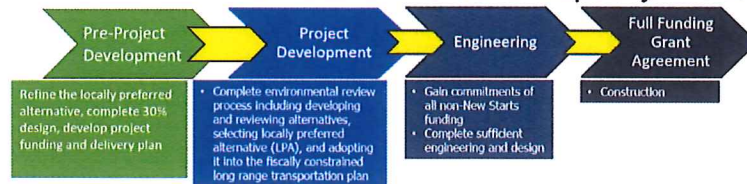
- MTC Adopted Light Rail for the LYNX Silver Line Southeast Corridor in November 2016
- At the February 27, 2019 meeting, the MTC adopted the light rail along Wilkinson Blvd for the West Corridor, to be included in the LYNX Silver Line
- 26 mile alignment, 28 proposed stations including 14 with parking facilities, and a vehicle maintenance facility
- Design contract approved by Charlotte City Council on November 12, 2019.

Critical to advance the Silver Line into Design and Environmental process due to three key factors:

- NCDOT Coordination
 - 13 NCDOT projects in planning/design along Silver Line
- Developer Coordination
 - TOD and rezoning proposals
- Real Estate Acquisition
 - Corridor preservation



New Starts and Core Capacity Process



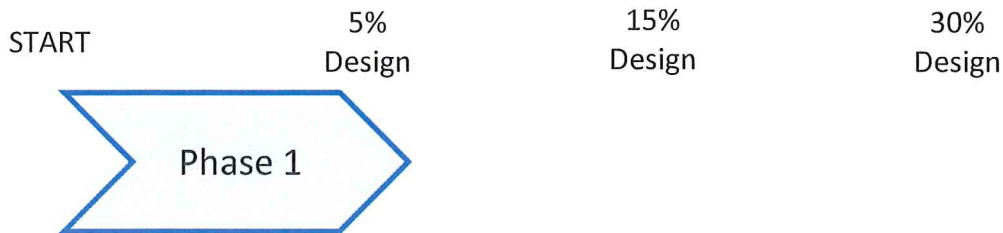
- CATS is initiating a pre-Project Development phase prior to official entry into FTA Project Development phase
- Project Development phase must be completed within two years
- At Entry to Engineering, FTA locks in the federal amount
- Design needs to be advanced enough to ensure the reliability of the scope and cost

LYNX Silver Line Design and Environmental Services Contract

- Refine the Locally Preferred Alternative (LPA)
 - ✓ Environmental screening
 - ✓ Surveying
 - ✓ Design criteria
 - ✓ Refine alignment and station locations
- Advance design and cost estimate
 - ✓ 15%, 30%, and 65% design plans
 - ✓ Capital cost estimate
 - ✓ Risk assessment
- Complete environmental process
 - ✓ Draft and Final Environmental Impact Statement
- Third party coordination
 - ✓ NCDOT
 - ✓ Railroads
- Public involvement



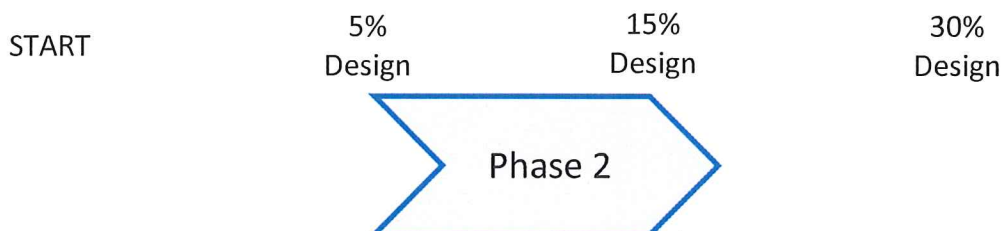
By the **end** of each phase...



- Project design is refined enough to understand high-level viability and risks based on coordination
 - Typical cross-section for in-street sections along Wilkinson Blvd. and Monroe Road (how wide)
 - Grade separations (bridges, underpasses)
 - Station locations and type of station
 - Terminus locations (Stallings, Indian Trail, Belmont)
 - Maintenance facility locations

Increasing level of confidence in project definition

By the **end** of each phase...

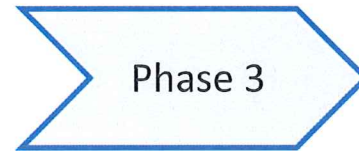


- Project design is "set" with enough confidence to initiate formal environmental (NEPA) review
- Ensure adherence to all design criteria, regulatory codes, guidelines, and standards
- Are agreements with third parties on target? If not, what are other reasonable options to carry forward?
- At a parcel level, where will stations be located and what will the sites look like? What do station amenities look like?
- How much will it cost?

Increasing level of confidence in project definition

By the **end** of each phase...

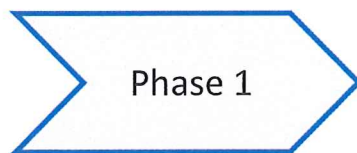
START 5% Design 15% Design 30% Design



- Project design is advanced to support firm agency commitments and a strong cost estimate
 - Property acquisition and relocations
 - Maintenance of traffic concepts
 - Preliminary design of bridges
 - Utility relocations
 - Preliminary design for stations, parking, maintenance facility
- Identify third-party impacts and agreements
- Conduct value engineering

Increasing level of confidence in project definition

START 5% Design 15% Design 30% Design



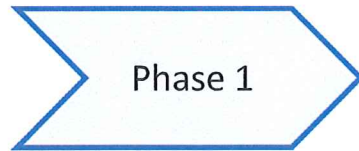
- Do we have a reasonable level of confidence in the LPA? And what is “reasonable?”
- Where there is low confidence, what are the other reasonable options?
- What is the typical section for in-street sections along Wilkinson Blvd. and Monroe Road? How wide is too wide?
- Where are grade separations anticipated?
- Where are stations located (generally) and what type of stations are they?
- How does the Silver Line get to Stallings/Indian Trail?
- What type of maintenance facility is needed and where might it be located?
- How much will it cost?

START

5%
Design

15%
Design

30%
Design



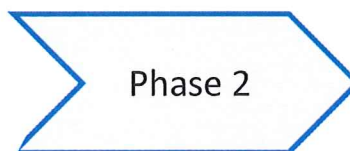
- Do we have a reasonable level of confidence in the LPA? **(BIG questions)**
 - Brookshire Freeway reconfiguration will happen as anticipated and that 11th Street can be shifted to create space for Silver Line?
 - NCDOT will make space available for the Silver Line underneath the Hawthorne Lane bridge by shifting entry/exit point(s) for express lanes?
 - A viable alignment through the Charlotte Gateway Station parcels can be preserved without a firm private development plan or schedule?
 - Norfolk Southern will allow CATS to tunnel underneath their mainline tracks?
 - The alignment through Matthews satisfactorily addresses concerns from the hospital and meets Town and CATS goals?
 - A viable alignment can be advanced in the Village Lake area with respect to environmental constraints?

START

5%
Design

15%
Design

30%
Design



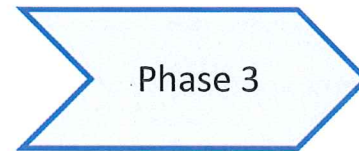
- Are agreements with third parties on target and likely to be resolved positively?
- If not, what are other reasonable options to carry forward?
- Is there agreement on typical sections and grade separation locations?
- At a parcel level, where will stations be located and what will the sites look like? What do station amenities look like?
- Where will the VMF be located, and what will the site and building include?
- How much will it cost?

START

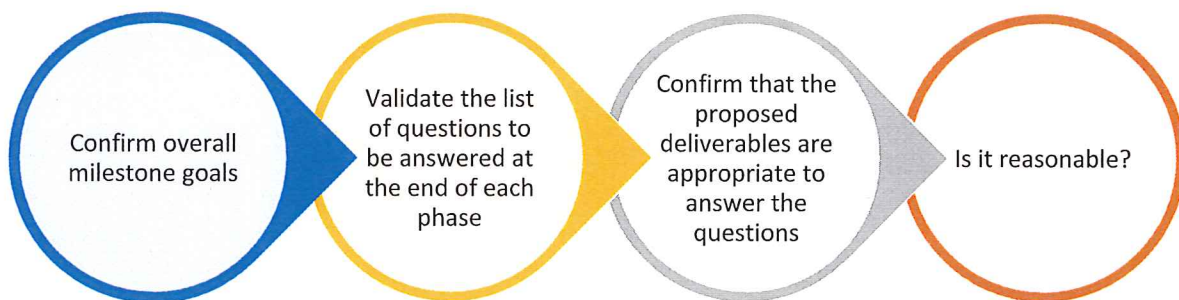
5%
Design

15%
Design

30%
Design



- Are agreements with third parties in place?
- If not, do we have enough confidence that we can continue to move forward?
- What structures will need to be demolished along the route?
- What is the maintenance of traffic concept?
- What is the preliminary design of bridges?
- What utilities will need to be relocated?
- What is the preliminary design for stations and parking facilities?
- What is the preliminary design for the VMF building and site?
- How much will it cost?



November 12, 2019 City Council Meeting:

1. LYNX Silver Line Design and Environmental Contract
 - Award contract to WSP USA Inc.
 - Initial contract up to \$50 million
 - Future amendments will be needed to complete Project Development
2. LYNX Silver Line Transit-Oriented Development Planning Services
 - Award contract to Kittelson & Associates
 - Contract amount up to \$1,150,000
 - City of Charlotte, City of Belmont, and City of Gastonia providing grant matching funds

Transit Oriented Development (TOD) Planning

CATS in partnership with Charlotte Planning, Design + Development Department, City of Gastonia, City of Belmont, Town of Matthews, Town of Stallings, and Town of Indian Trail received a \$920,000 planning grant for **Transit Oriented Development Planning** from the Federal Transit Administration.

Community Education and Engagement

- Transit Oriented Development basics
- Affordable housing
- Lessons Learned

TOD Readiness/Market Study

- Market analysis
- TOD opportunities
- Development strategies

Station Area Planning

- Analyze station location goals and options
- Future land use recommendations
- Illustrative plans

Implementation Strategy

- Action steps and TOD strategies
- Infrastructure needs
- Corridor preservation



- CATS partnering with CDOT and the Town of Matthews
- Received federal planning funds to study potential alignment options for a Rail Trail
- Trail to run adjacent to LYNX Silver Line from Matthews to Belmont
- Study will be concurrent with Silver Line Design and TOD studies
- City Council approved funding on 8/26/2019



**METROPOLITAN TRANSIT COMMISSION
INFORMATION ITEM
STAFF SUMMARY**

SUBJECT: West Boulevard Bus Stop Placemaking Project DATE: November 20, 2019

1.0 PURPOSE/SCOPE: On November 1, 2019 CATS held an event at a West Boulevard bus stop to celebrate the India Association of Charlotte's placemaking project. The organization was awarded funds through the City of Charlotte's Placemaking Grant program to paint a bus stop pad. CATS staff will provide a quick overview of the program and showcase the collaboration between CATS, the India Association of Charlotte and the West Boulevard Neighborhood Coalition.

2.0 BACKGROUND/JUSTIFICATION: The City of Charlotte's Placemaking Program launched in 2018 with the mission of using urban design and placemaking to transform public spaces into vibrant places for people. The Urban Design Center in the City of Charlotte's Planning, Design, and Development department is leading the effort with their own projects while creating Placemaking Grant opportunities for neighborhoods to use placemaking to promote community collaboration and accomplish public space goals

The Placemaking Grant is a community-building initiative that supports quick-win, transformative projects throughout the city to create and enhance community vibrancy, safety and identity through:

- Activation of leftover and/or underutilized spaces
- Streetscape improvements
- Art and beautification efforts
- Creation of community gathering spaces

3.0 PROCUREMENT BACKGROUND: N/A

4.0 POLICY IMPACT: N/A

5.0 ECONOMIC IMPACT: N/A

6.0 ALTERNATIVES: N/A

7.0 RECOMMENDATION: N/A

8.0 ATTACHMENT(S): N/A

SUBMITTED AND RECOMMENDED BY:



John M. Lewis, Jr.
Chief Executive Officer, Charlotte Area Transit System
Director of Public Transit, City of Charlotte






Placemaking Grant

"The Bus Stops Here"

Metropolitan Transit Commission

November 20, 2019


www.RIDETRANSIT.org



[City of Charlotte](#) > [Civic Innovation](#) > [Placemaking Program](#) > [Placemaking Hub](#)
Print Share

Charlotte Placemaking Hub

The Charlotte Placemaking Hub is a one-stop-shop for public realm enhancement tools. It aggregates the tools available through Urban Design, CDOT, Housing & Neighborhood Services, and Engineering & Property Management. The Hub directs you to the program where specific processes, procedures and permitting necessary for communities and neighborhoods to enhance their streets and public spaces can be found.

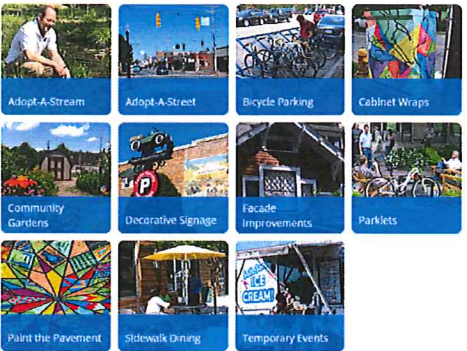
For questions please contact:


placemaking@charlottenc.gov

Coming Soon!

We are still adding to this hub. A few tools that are in the works include:

- Street furnishings
- Wall murals
- Bus Stops
- Pop-Up Plazas
- Community Gardens



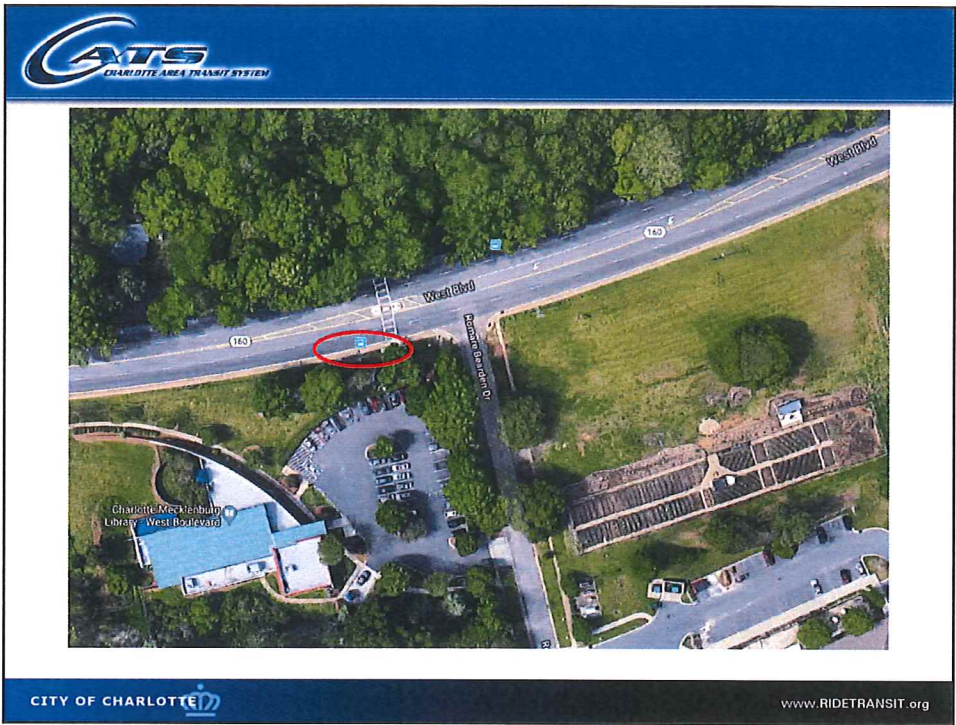

www.RIDETRANSIT.org



The Bus Stops Here (West Blvd/Barringer Bus Stop)

Applicant – Niketa Mittal
 Neighborhood – Westover Hills & Revolution Park
 Project - Painted bus stop infrastructure
 Budget - \$2,555




















Placemaking Grant
“The Bus Stops Here”

 www.RIDETRANSIT.org

Metropolitan Transit Commission
Charlotte Area Transit System Ridership Report
Oct-19

Mode / Service	Oct-19	Oct-18	Percent Increase/Decrease	YTD FY 2020	YTD FY 2019	Percent Increase/Decrease	Avg Daily Ridership per Month		
							WeekDay	Saturday	Sunday
Local									
BOD Local	1,015,558	1,119,388	-9.3 %	3,923,038	4,080,818	-3.9 %	37,349	23,471	15,665
Subtotal	1,015,558	1,119,388	-9.3 %	3,923,038	4,080,818	-3.9 %	37,349	23,471	15,665
Local Express									
Arboretum Express	5,116	4,335	18.0 %	19,504	15,720	24.1 %	222	-	-
Carmel Road Express	-	-	n/a	-	3,654	n/a	-	-	-
Harrisburg Road Express	2,583	2,865	-9.8 %	10,760	10,443	3.0 %	112	-	-
Huntersville Express	10,314	10,022	2.9 %	36,676	35,092	4.5 %	448	-	-
Idlewild Road Express	2,005	2,704	-25.9 %	8,576	9,619	-10.8 %	87	-	-
Independence Blvd Express	4,727	5,351	-11.7 %	17,844	18,226	-2.1 %	206	-	-
Lawyers Road Express	3,039	3,315	-8.3 %	10,803	12,044	-10.3 %	132	-	-
Matthews Express	4,342	4,407	-1.5 %	16,439	14,870	10.6 %	189	-	-
Mountain Island Express	1,331	1,477	-9.9 %	5,208	4,865	7.1 %	58	-	-
Northlake Express	6,982	7,622	-8.4 %	24,966	27,040	-7.7 %	304	-	-
North Mecklenburg Express	13,566	14,521	-6.6 %	52,520	54,606	-3.8 %	590	-	-
Rea Road Express	3,734	3,978	-6.1 %	14,556	11,243	29.5 %	162	-	-
Steele Creek Express	1,658	1,847	-10.2 %	5,906	7,340	-19.5 %	72	-	-
Huntersville Greenhouse Express	650	267	143.4 %	2,037	1,311	55.4 %	28	-	-
Airport Connector - Northlake	-	-	n/a	-	14,282	n/a	-	-	-
Subtotal	60,047	62,711	-4.2 %	225,795	240,355	-6.1 %	2,610	-	-
Regional Express									
Gastonia Express	4,303	3,801	13.2 %	16,056	13,856	15.9 %	187	-	-
Rock Hill Express	3,316	3,300	0.5 %	12,467	11,225	11.1 %	144	-	-
Union County Express	2,672	2,603	2.7 %	9,833	9,525	3.2 %	116	-	-
Subtotal	10,291	9,704	6.0 %	38,356	34,606	10.8 %	447	-	-
Community Circulator									
Neighborhood Shuttles	34,703	34,198	1.5 %	135,754	138,567	-2.0 %	1,296	816	414
Eastland Neighborhood Shuttle	17,115	19,705	-13.1 %	66,185	75,603	-12.5 %	591	537	343
Pineville-Matthews Road	4,040	3,803	6.2 %	14,108	13,773	2.4 %	160	89	-
Village Rider	7,999	7,536	6.1 %	29,967	26,888	11.5 %	303	172	87
Subtotal	63,857	65,242	-2.1 %	246,014	254,831	-3.5 %	2,350	1,614	844
Human Services Transportation									
Special Transportation Services	22,968	23,664	-2.9 %	86,412	88,031	-1.8 %	903	316	233
DSS	308	357	-13.7 %	1,195	1,425	-16.1 %	13	-	-
Subtotal	23,276	24,021	-3.1 %	87,607	89,456	-2.1 %	916	316	233



Metropolitan Transit Commission
Charlotte Area Transit System Ridership Report

Oct-19

Mode / Service	Oct-19	Oct-18	Percent Increase/Decrease	YTD FY 2020	YTD FY 2019	Percent Increase/Decrease	Avg Daily Ridership per Month		
							WeekDay	Saturday	Sunday
Rideshare Services									
Vanpool	11,340	12,096	-6.3 %	46,600	44,667	4.3 %	493	-	-
Subtotal	11,340	12,096	-6.3 %	46,600	44,667	4.3 %	493	-	
Rail									
LYNX Blue Line	822,278	548,588	49.9 %	3,218,835	2,603,013	23.7 %	31,283	16,073	9,619
CityLynx Gold Line	-	16,294	n/a	-	87,409	n/a	-	-	-
Subtotal	822,278	564,882	45.6 %	3,218,835	2,690,422	19.6 %	31,283	16,073	9,619
Total	2,006,647	1,858,044	8.0 %	7,786,245	7,435,155	4.7 %	75,448	41,474	26,361



October | CATS Sales Tax Report FY2020

July Receipts

Sales Tax Collections and Distribution – August 2019

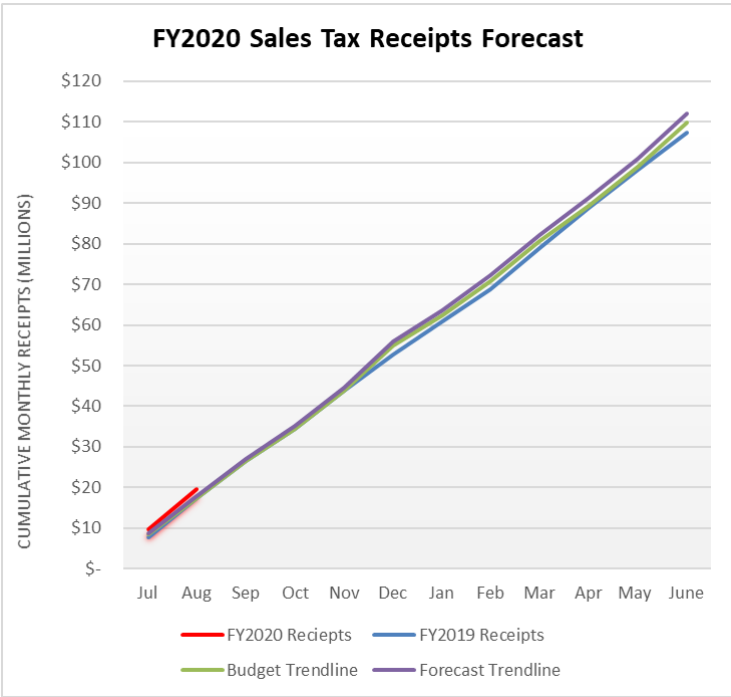
- August 2019 receipts of \$9,787,973 were \$655,935 (7.18%) above the budget target for the month
- August 2019 receipts were \$166,588 (1.7%) above August of 2018

Sales Tax Budget Data

- The model projects FY2020 year-end receipts of \$112,142,011, which is \$2,208,626 (1.97%) above the budget target
- FY2020 sales tax budget is \$109,933,384
- FY2019 actual sales tax was \$107,535,197

Local Government Sales and Use Tax Distribution

- Source: North Carolina Department of Revenue Sales & Use Distribution Report for the month ending September 30, 2019
- Published by NC Secretary of Revenue on 11/12/2019 with actual receipts through August 2019
- CATS sales tax report only includes Mecklenburg County Article 43 sales tax



FY2020 Sales Tax Receipts

Jurisdiction		Population	% of Total	Jul 19 actuals	Aug 19 actuals	Sep 19 estimate	Oct 19 estimate	Nov 19 estimate	Dec 19	Jan 20	Feb 20	Mar 20	April 20	May 20	June 20	Total
Charlotte	40.59%	830,258	40.5%	\$ 3,930,152	\$ 3,972,525	\$ 3,796,062	\$ 3,236,687	\$ 3,847,837	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,783,264
Cornelius	1.46%	30,207	1.5%	141,321	142,845	136,499	116,385	139,995	-	-	-	-	-	-	-	677,044
Davidson	0.61%	12,572	0.6%	59,316	59,956	57,292	48,850	58,265	-	-	-	-	-	-	-	283,680
Huntersville	2.76%	57,145	2.8%	266,988	269,867	257,879	219,879	264,839	-	-	-	-	-	-	-	1,279,451
Matthews	1.51%	30,849	1.5%	145,777	147,349	140,803	120,055	142,970	-	-	-	-	-	-	-	696,954
Mint Hill	1.29%	26,690	1.3%	125,384	126,736	121,106	103,260	123,695	-	-	-	-	-	-	-	600,181
Pineville	0.43%	8,873	0.4%	41,895	42,347	40,466	34,503	41,122	-	-	-	-	-	-	-	200,334
Meck. County	51.35%	1,053,545	51.4%	4,972,736	5,026,350	4,803,075	4,095,310	4,882,662	-	-	-	-	-	-	-	23,780,134
Total	100.00%	2,050,139	100.0%	\$ 9,683,570	\$ 9,787,973	\$ 9,353,183	\$ 7,974,930	\$ 9,501,385								\$ 46,301,041
Year-over-Year Comparison (FY20-FY19)				25.6%	1.7%	2.7%										9.9%
FY20 Budget Target				\$ 8,818,165	\$ 9,132,038	\$ 8,444,238	\$ 8,460,092	\$ 8,734,473	\$ 11,111,792	\$ 8,401,451	\$ 8,375,431	\$ 9,860,806	\$ 9,167,984	\$ 9,220,066	\$ 10,206,848	109,933,383
% of FY20 Budget Achieved				472.3%	19.8%	29.3%	37.5%	47.1%	47.1%	47.1%	47.1%	47.1%	47.1%	47.1%	47.1%	42.1%

Sales Tax Receipts: FY2016 – FY2019

Fiscal Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Total
FY2019	\$ 7,708,503	\$ 9,621,386	\$ 9,103,726	\$ 8,067,019	\$ 9,425,129	\$ 8,906,774	\$ 8,195,787	\$ 7,918,012	\$ 10,155,891	\$ 9,880,419	\$ 9,435,500	\$ 9,117,052	\$ 107,535,197
FY2018	\$ 8,147,197	\$ 8,436,960	\$ 8,784,051	\$ 7,883,713	\$ 8,884,437	\$ 9,324,267	\$ 6,897,695	\$ 7,842,800	\$ 9,303,951	\$ 8,539,748	\$ 9,277,676	\$ 9,699,263	103,021,757
FY2017	6,706,169	8,123,310	8,099,598	6,984,259	8,275,157	9,927,120	5,142,666	7,510,515	9,105,261	7,459,176	6,747,425	8,520,759	92,601,412
FY2016	7,470,371	6,971,746	7,551,677	6,188,499	6,607,520	9,383,261	6,142,552	6,944,204	7,858,189	7,952,022	7,781,259	8,765,518	89,616,819
FY2015	6,087,774	6,938,945	5,932,063	7,114,003	6,853,209	8,378,347	5,947,801	5,641,898	6,914,523	6,057,389	7,522,357	7,762,101	81,150,409

