

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
JULY 19, 2007
2:00 P.M.
2nd FLOOR CONFERENCE ROOM,
BRYCE A. STUART MUNICIPAL BUILDING**

MEMBERS PRESENT:

Greg Errett, WSDOT
Pat Ivey, NCDOT
Dan Corder, Village of Tobaccoville
Margaret Bessette, CCPB
Cary Gentry, FCEAD
Gary Looper, Village of Clemmons
Brian Ulrich, Town of Kernersville
Glynis Jordan, CCPB (Alternate)
Scott Rhine, PART
James Upchurch, NCDOT
Larry Scatlin, Smith-Reynolds Airport
Charlie Wolff, Town of Bethania
Scott Leonard, Davidson County
John Cater, City of King
Cecil Wood, Town of Lewisville
Art Barnes, WSTA
Russell Byrd, City Engineer, City of Winston-Salem

PRESIDING: Stan Polanis, Chairman; WSDOT

STAFF PRESENT:

Scott Barrow, City of King
Megan Ledbetter, Village of Clemmons
Wendy Miller, WSDOT
Lakesha Dunbar, WSDOT
Kevin Edwards, WSDOT
Fred Haith, WSDOT
Tyrelle Evans, WSTA
Lynda Schwan, CCPB

RECORDING SECRETARY: Laura Whitaker, WSDOT

Action Items

1. Consideration of the May 17, 2007 Meeting Minutes

MOTION: Greg Errett moved for approval of the minutes.

SECOND: Gary Looper

VOTE:

FOR: Unanimous

AGAINST: None

2. Presentation of a Certificate of Appreciation for Mr. James Upchurch, NCDOT Urban Area Coordinator for Winston-Salem Urban Area

Greg Errett thanked James Upchurch for all his years of service and wished him well on his new job with NCDOT.

3. Consideration of the 2007 Transportation Needs Report List of Projects

Presented by Fred Haith.

- a. Call for New Transportation Projects Using STP-DA Funds

- Fred distributed the 2007 Transportation Needs Report List of Projects.
- Every two years the Winston-Salem Urban Area MPO develops a single prioritized Transportation Needs Project list for Forsyth County and the surrounding communities to submit to the NCDOT for potential funding in the STIP.
- In 2003, the TAC adopted a list of projects in priority order by evaluating their benefits in improving air quality, reducing congestion, increasing safety and providing other transportation benefits to the community.
- Acknowledging funding limitations and the short time frame for the 2007-2013 STIP, the TAC endorsed and approved the 2005 submission based on the Revised 2003 Transportation Needs Reports for submittal to the NCDOT.
- The 2007 Transportation Needs Project list utilized the 2005 Needs submission's ranking criteria scores except for the air quality component.
- The air quality component was reevaluated with guidance provided by the FCEAD and a new score was assigned.
- The reevaluation of the air quality component caused the priority of the projects to fluctuate.

MOTION: Greg Errett moved for approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of Items Related to Voting Structure and Membership

Presented by Margaret Besette.

- a. Acceptance of the Revised Voting Task Force Recommendations
 - b. Decision Whether to Offer Voting Membership to New Municipalities
 - c. Consideration of Resolution to invite the Town of Midway to join the MPO
- During the TAC's discussion of proposed amendments to the Memorandum of Understanding (MOU) and TAC By-laws in May, a number of members raised concerns about the Voting Structures Task Force's recommendation which would change some existing voting members to non-voting members of the TAC. The proposal was sent back to the Task Force for reconsideration.
 - The Voting Structure Task Force reconvened in June 2007 to consider the concerns expressed by TAC members. The Task Force decided to revise their recommendations, summarized as follows:
 - All current voting members of the TAC would retain voting membership status;
 - The current weighted voted system would be changed to a weighted voting system with 100 total votes apportioned based on population as of the most recent US Census, with a minimum of 1 vote for each voting member;
 - The TAC will operate by one-member, one-vote, unless the weighted voting system is invoked; and
 - All counties and municipalities within the MPO boundary will be eligible to be voting members of the Technical Coordinating Committee (TCC).
 - The Voting Structure Task Force did not reach consensus on whether or not to offer voting membership on the TAC to newly incorporated municipalities in the MPO, so the decision whether or not to offer voting membership to the recently incorporated Town of Midway was left to the TAC.

Stan Polanis said that since all existing and new jurisdictions within the MPO boundary would have voting membership on the TCC, he did not feel these were issues for the TCC. By consensus, the TCC decided to leave these issues to be decided by the TAC.

5. Consideration of the Draft Collector Street Plan

Presented by Wendy Miller.

- Collector streets are streets that carry traffic from local streets to major and minor thoroughfares, have moderate traffic volumes, provide access to adjacent properties and increased mobility, can be residential, commercial or industrial, provide access to adjacent properties as well as schools, parks and recreation centers, churches and other community facilities and should be designed to prevent shortcuts.
- Collector streets provide increased connectivity and mobility to alleviate congestion on thoroughfares, more efficient delivery of municipal services, more effective routing of transit and snow removal priorities, opportunities for bicycle and pedestrian facilities and developer participation in construction of collector street system.

- Public Review of the draft Collector Street Plan was June 7 through July 13, 2007. There were 10 drop-in meetings throughout MPO and additional meetings with boards, commissions and community groups.
- Eight written and verbal comments were received.
- The City-County Planning Board approved the plan on July 12, 2007.

MOTION: Cecil Wood moved for approval.

SECOND: Margaret Bessette

VOTE:

FOR: Unanimous

AGAINST: None

6. Consideration of the Draft Sidewalk and Pedestrian Facilities Plan

Presented by Lynda Schwan.

- An executive summary of the Sidewalk and Pedestrian Facilities Plan was distributed.
- The Winston-Salem Urban Area MPO has not had a comprehensive plan addressing sidewalk and pedestrian needs in the MPO.
- The WSDOT and CCPB staff worked together to create a comprehensive sidewalk and pedestrian plan.
- This 2007 Sidewalk and Pedestrian Facilities Plan has been developed to support the integration of pedestrian planning into the long-range growth management and planning of the urban areas.
- In 2005, WSDOT and CCPB began working on the Pedestrian Plan for the Winston-Salem urban Area, which includes all of Forsyth County, the City of King, the Town of Bermuda Run and portions of Davidson County, Davie County and Stokes County.
- The plan addresses the pedestrian facilities such as sidewalk construction, crosswalk installation and pedestrian signals.
- The plan also makes recommendations for pedestrian education, encouragement, enforcement, Safe Routes to School, ordinance/code changes and funding sources.
- To minimize additional construction cost, the plan is designed to incorporate these recommendations into the rezoning process, subdivision review and routine transportation projects, such as road widening, city bond projects and TIP projects.
- The plan was reviewed and adopted by the CCPB on July 12, 2007.

MOTION: James Upchurch moved for approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

Information Items

7. Bicycle, Greenway, Sidewalk and Pedestrian Facilities Planning Report

Presented by Lynda Schwan.

- a. Review of an Amendment to the Fiscal Year 2007-2013 Metropolitan Transportation Improvement Program (MTIP) Regarding the Transfer of Surface Transportation Program – Direct Attributable (STP-DA) Funds for a Sidewalk Project in Lewisville

Greenway Updates:

- Brushy Fork - A hydraulic study completed by HDR Engineering showed that it will be possible to construct the greenway through the tunnel and meet the FEMA requirements. This was emailed to Bill Gorby, with Norfolk Southern, by Alan Hine on March 28, 2007. The study was resent to Bill Gorby and the city is waiting for a response from Norfolk Southern.
- Little Creek - Nothing new to report.
- Muddy Creek (Phase I remainder) - Tentative schedule to construct up to Robinhood Road: received bids in July, award contract in August. Project needs to be completed by October 2007.
- Muddy Creek (Phase II to Yadkinville Road) - Nothing new to report.
- Muddy Creek (Phase III to Philips Bridge) - Nothing new to report.
- Salem Creek-Southeast Gateway - Related item: We will be using some funds to complete enhancements at the old Waughtown Bridge. This will include eventually moving the Habitat for Humanity sculpture to this site.
- Salem Creek Extension - Property owners along the creek have been contacted regarding potential greenway dedication.
- Waughtown Connector - Contractors have cleared to the observation point; stone on a portion of the path has been laid. Project was completed by end of June 2007.
- Piedmont Regional Greenway - The City of Winston-Salem was notified on April 3, 2007 that the alternatives suggested for the culvert under Business 40 were not approved. We are pursuing other alternative routes.
- Shallowford Park (Warren Park Greenway Connector) - A letter was sent to the town of Lewisville on May 11, 2007 requesting that they finalize their project by June 30, 2007. If the project can not be completed, the STP-DA funds allocated for the project will have to be re-allocated to another project. The STP-DA funds are \$344,000 with the town matching it with \$86,000.
- Mountains to Sea Trail – Lynda Schwan attended the Mountain to Sea Trail (MST) meeting for the western piedmont section this month. The MST is a state-wide trail that will connect the Outer Banks to the mountains via a circuitous route through the State. The proposed route does not pass through Forsyth County but goes through Stokes County from east to west. There is a slight potential for the main trail to pass through the northeastern corner of Forsyth County if certain properties fall through in the other counties. They have asked that we look at spur trails to connect to the MST that will either create a north/south connection or a loop trail in Forsyth County. Staff is currently reviewing potential options in Forsyth County.

Sidewalk and Pedestrian Facilities:

- Safe Routes to School - NCDOT has hired a new SR2S coordinator, Lesa Mundt.
- Sherwood Forest and Whitaker Elementary schools have been actively participating in the walking to school activities. Both schools participated in the Bike to Work day on May 18th.

CMAQ/STP-DA funds:

- Carver School Road - preparing for re-bid
- Peace Haven Road - preparing for bid
- Magnolia Street - preparing for bid
- Rural Hall - Right of way is being surveyed. Project is underway.

8. NCDOT Division 9 Report

Presented by Pat Ivey.

- Pat Ivey distributed a project update report.
- Hanes Mall Road Bridge Construction and Roadway Widening – construction started on this project November 2, 2005. Continuing to build remaining part of NB structure. Completion date is November 1, 2007.
- I-40 Pavement Rehabilitation from Westgate Center Drive to Jonestown Road – this project consists of repairing areas of I-40 and overlaying I-40, Bus 40 and S-421 with asphalt. The project is under construction. Numerous press releases have been provided to the media. Currently working on eastbound direction.
- I-40/Harper Road Interchange – Phase 1 of the project is nearing completion. Traffic has been shifted onto the new bridge. The eastbound entrance ramp to I-40 is closed for 21 days to allow the grade to be raised. While closed, traffic will be detoured to Lewisville-Clemmons Road to access I-40. Completion date is July 1, 2008.
- Pavement rehabilitation on I-40 from NC 801 to SR 1426 – GARVEE Bond funded project awarded to APAC by the BOT with availability in late July 2007.
- Lewisville-Clemmons Road from Forest Oaks Drive to Peace Haven Road – Right-of-way in progress; construction January 2008.

9. Forsyth County Environmental Affairs Department Air Quality Report.

Presented by Cary Gentry.

- Cary Gentry distributed the air quality report.
- 2007 Needs Report created an air quality analysis was completed for the 2007 Needs Report.
- FCEAD staff attended the LRTP Conformity meeting June 12 at PART. LRTP update/conformity determination is due 10/1/08.
- EPA proposes more stringent 8-hour ozone standards
 - Suggested range of 0.070 to 0.075 ppm from current 0.08 ppm.
 - EPA also is taking comments on alternative standards within a range from 0.060 ppm up to the level of the current 8-hour ozone standard.
 - Final standards to be issued by March 12, 2008.
 - For more information: <http://epa.gov/groundlevelozone/fs20070620.html>
- Triad Commute Challenge
 - May 1 – August 31, 2007.
 - Nearly 1000 participants to date.
 - There is potential for a reduction of well over 20,000 vehicle miles traveled.
- Air Quality Report:
 - Two Code Orange (ozone) days on 6/18 and 6/22.
 - Average AQI: Ozone 54; PM2.5 49.

10. Public Transportation Planning Report

Presented by Tyrelle Evans.

- The next Human Services Transportation Plan Workshop will be held on August 3, 2007, from 9 am – noon at the Central Library.
- The purpose of the workshop is to continue the development of the Transit Human Services Transportation Plan which is a SAFETEA-LU requirement.
- The plan requires public, private and non-profit agencies participation.
- The plan must be in place before the \$430,000 in funds can be accessed.

11. 2035 Transportation Plan/Air Quality Conformity Determination Process

Presented by Kevin Edwards.

a. Review of the Draft Public Participation Policy

- Kevin Edwards distributed the Draft Public Participation Policy.
- The Winston-Salem Urban Area MPO has a commitment to public participation for all transportation plans and air quality conformity analysis reports.
- The goals and objectives of the policy are to bring a broad cross-section of the public into the public policy and transportation planning decision-making process, to make special efforts to increase the opportunities for involvement by groups of citizens who do not generally participate in community affairs, to provide citizens with opportunities in developing plans and programs for their communities, to make information on government activities widely available to the public, to maximize the use of communications technology to facilitate the exchange of information between public officials and citizens and to ensure that technical information is available in understandable form and that all segments of citizens are afforded access to this information.
- The MPO's Public Participation Policy is designed to be consistent with the requirements of the SAFETEA-LU, NEPA, ADA, CAAA of 1990 and the Title VI of the Civil Rights Act of 1964.
- As part of its general planning and programming process, the MPO will try to involve the following: residents, member municipalities, affected public agencies, representatives of neighborhood groups, planning steering committees, public and private providers of transportation and other parties who express an interest in the program.

12. Review of Calendar of Activities

Presented by Greg Errett.

- Next TCC meeting will be September 20, 2007.

13. Other Business/Next Meeting

ADJOURNMENT 3:27 p.m.