

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
MARCH 30, 2006
2:00 P.M.
FIFTH FLOOR PUBLIC MEETING ROOM,
CITY HALL SOUTH**

MEMBERS PRESENT:

Pat Ivey, NCDOT
Greg Errett, WSDOT
Scott Rhine, PART
Margaret Bessette, CCPB
Greg Turner, ACM/Public Works
Cary Gentry, FCEAD
James Upchurch, NCDOT
Scott Buffkin, City of King
John Button, NCDOT
Gary Looper, Village of Clemmons
Marty Meyers, Town of Lewisville
Bill Marley, FHWA

PRESIDING: Stan Polanis, Chairman; WSDOT

STAFF PRESENT:

Wendy Miller, WSDOT
Greg Venable, WSDOT
Lakesha Dunbar, WSDOT

OTHERS:

Vince Howard, RS & H
Beth Shelton, RS & H
Jim Sparks, The WS Journal

RECORDING SECRETARY: Laura Whitaker, WSDOT

Action Items

1. Consideration of the January 19, 2006 Meeting Minutes

MOTION: Margaret Bessette moved for approval of the minutes.

SECOND: James Upchurch

VOTE:

FOR: Unanimous

AGAINST: None

2. Consideration of the Draft Fiscal Year 2006-2007 Unified Planning Work Program (UPWP)

Presented by Greg Errett.

- Each year the Winston-Salem Urban Area MPO is required to develop and approve a UPWP for transportation planning.
- The UPWP consists of three parts: Table 1, a Funding Source Table; Table 2, a Narrative Task Table; and Table 3, a table which outlines Anticipated DBE Contracting Opportunities for FY 2006-2007.
- There are also two other tables which contain supplement information as required by the NCDOT Public Transportation Division.
- Some of the most important projects in the UPWP will be to work with NCDOT to complete the 2006 Transportation Needs Report; to develop 2035 housing, employment and populations projections for the MPO; to develop a Comprehensive Transportation Plan; to conduct greenway feasibility studies in Lewisville and Kernersville; to complete Northern Beltway interchange studies; and, to complete feasibility studies for the MLK Jr., Drive extension and for providing transit services to the small towns and counties surrounding Winston-Salem.
- The draft FY 2006-2007 UPWP was presented to TCC and TAC at the January meetings.
- NCDOT has reviewed the draft UPWP and has forward it to the TAC for approval.

MOTION: Greg Turner moved approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of a Resolution Certifying the Winston-Salem Urban Area Transportation Planning Process

Presented by Greg Errett.

- The TEA-21 and SAFETEA-LU requires the NCDOT and all MPO's to annually certify to the FHWA and FTA that the transportation planning processes are addressing the major issues of the urban areas and is being conducted in accordance with all applicable provisions of federal law.
- To guide this self certification process, NCDOT has provided a checklist, staff has reviewed the checklist and believes the Winston-Salem Urban Area MPO is in compliance with all federal laws governing transportation planning.
- In 2004, FHWA and FTA conducted a formal review of the Winston-Salem Urban Area MPO's transportation planning process, and found that the process is being carried out in substantial compliance with the applicable provisions of 23 U.S.C. 134 and 49 U.S.C. 5304.

- A summary of that report was presented to the TCC and the TAC in November of 2004.
- The report declares that the MPO's transportation process is certified for a period of three years, through February 2008.

MOTION: Margaret Bessette moved approval.

SECOND: Scott Rhine

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of Proposed Amendments to the 2006-2012 Metropolitan Transportation Improvement Program (MTIP)

Presented by Wendy Miller.

- In July 2005, the NCDOT adopted the 2006-2012 STIP.
- The STIP is a comprehensive listing of all transportation projects in North Carolina that are proposed for study or programmed for funding with State or Federal funds during FY 2006-2012.
- The 2006-2012 MTIP is a comprehensive listing of all transportation projects programmed for the Winston-Salem Urban Area.
- PART has been awarded funding through the FTA and statewide Section 5309 Bus and Bus Facility Allocations for FY 2006.
- The Winston-Salem Urban Area MPO must amend the FY 2006-2012 MTIP to include these funded projects and match the STIP before the grants can be awarded and the funds expended.

MOTION: Greg Turner moved approval.

SECOND: Scott Rhine

VOTE:

FOR: Unanimous

AGAINST: None

Information Items

5. Presentation on the New Federal Legislation – The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)

Presented by Bill Marley.

- Use to be 15 Planning Factors, now there are a total of 8, with Transportation System Security as a stand alone.
- Metropolitan Transportation Plan Update Cycles have increased from a cycle of three years to at least every 4 years.
- TIP/STIP scope and update cycles, covers a 4-year period.
- Expanded consultation and participation in Transportation Planning and TIP/STIP development.
- Emphasis is placed on Operational Management strategies.
- Annual listing of obligated projects to be published for public outreach.
- Congestion Management process included in Transportation Management.
- TMA certification cycle expanded from a 3-year to a 4-year cycle.
- Beginning on July 1, 2007, state and/or MPO plan or program regulations will have to reflect all the changes.
- Transportation Plan and Programs can continue under existing TEA-21 requirements and schedules.

6. 2007-2013 Metropolitan Transportation Improvement Program (MTIP)/Air Quality Conformity Determination Update
 - a. NCDOT's TIP Public Hearing Schedule, One-on-One Session with NCDOT
 - b. Review of WSTA and PART's Public Transportation Projects

Presented by Wendy Miller.

- June release date for 2007-2013 TIP.
 - Two issues have been delaying the release: Garvey bonds and waiting for revenue numbers from State and Federal budget.
 - Once draft TIP released, will immediately hold public meetings, hopefully in July/August.
 - MTIP will follow, hopefully in July/August with possible September adoption.
 - PART and WSTA are working on same project, information is available upon request, and will be included in the TIP.
- c. Review of STP-DA Greenway/bicycle/sidewalk and Intersection Improvement Projects

Presented by Lakesha Dunbar.

- Sidewalk recommendations are not available at this time.
- Work sessions were held and included staff from Transportation, Planning, Engineering, Parks and Recreation, Forsyth County Health Department, WSTA, Streets and a representative from The Adaptables organization.
- The plan will be brought back to committee for approval.
- Only provided projects for the first two fiscal years.
- Maps available upon request.

7. Bicycle and Greenway Facilities Planning Report

Presented by Lakesha Dunbar.

- Brushy Fork survey has been completed and staff is working on easement attainment and construction drawings to submit to the State.
- Muddy Creek will continue working on asphaltting when weather is more consistent.
- The proposed center line has been marked for the Waughtown Connector. Continuing to work on the design due to the issues with the topography.
- Little Creek, the Greenway Administration Committee is reviewing city-owned easements and working on identifying a route.
- Contact has been made with NCDOT for feasibility study on the Piedmont Regional Greenway, but no timeline has been determined at this time.
- The final copies of the bike plan have been submitted for printing.
- Request for Proposals have been sent out to do new Bike Route maps.
- Working on a webpage specifically for bike information.
- Transportation Week will be the week of May 14th, planning to have a bike to work day on Friday the 19th.

8. Review of the Draft Amendments to the Thoroughfare Plan Map and Technical Report

Presented by Greg Venable.

- Staff is working with High Point regarding future roads and the Piedmont Parkway extension which is planned to tie into Guilford County.
- North/South connector will be from thoroughfare in High Point and connect with Interstate 40.
- Currently in a holding pattern, waiting for Heart of Triad Meeting for additional review and comments.

9. Sidewalk and Pedestrian Facilities Planning Report

Presented by Greg Venable.

- Committee is currently in process of completing and reviewing draft plan.
- Hope to submit to CCPB in April.
- Then public review will be from April to May.
- Then back to TCC for approval in July.

10. NCDOT Division 9 Report

Presented by Pat Ivey.

- US 421/Business40 from US 158 to Linville Road – contractor is in the last phase of the project. Phase V consists of the completion of the bridges and median shoulders for the eastbound lanes. There are also guardrail installation and other incidental work to be performed during the final phase. Estimated completion date is July 2006.
- Hanes Mall Road Bridge Construction and Roadway Widening – Construction started on this project November 2005. The contractor has completed the clearing and grubbing. The interior bent work in the median of I-40 has been completed. The utility contractor has completed the relocation of the existing 24 sanitary sewer line and work began this week on the triple barrel culvert extension.
- Old Yadkinville Road Bridge Replacement – Traffic was shifted to the on-site detour on November 17, 2005. The cored slab deck was set this week. The completion date is scheduled for September 22, 2006.
- Sedge Garden Road – Construction began on this project on March 6, the road is closed to thru traffic and an off site detour is being utilized. The utility work is underway. The contractor has 180 days to complete the project which makes for a September 1, 2006, completion date.
- I-85 Business, I-40, US 421 and US 311 – Construction began this month installing shoulder milled rumble strips throughout Division 9. Project should be completed by early May.
 - a. Update on the Downtown Winston-Salem Origin/Destination Survey (RS&H Staff)

Presented by Vince Howard.

- The Downtown Destination Project will begin with roadside surveys at key intersections for a 3 week period in April (weather permitting).
- The survey will include a self-addressed and stamped envelope to return the complete survey.
- The survey will also include directions on how to complete the survey on-line.
- WSPD will monitor the areas where surveys are being distributed for safety matters.
- Employers in the area will also be mailed information to request employees fill out the on-line survey so those travel patterns can be included in the data collected.
- Information about the survey will be distributed to the local media.
- The information will provide traffic volumes, travel patterns and additional planning information for WSDOT and NCDOT.

11. Forsyth County Environmental Affairs Department Air Quality Report

Presented by Cary Gentry.

- Finding of Conformity is due April 5, 2006.
- The Clean Air Scientific Advisory Committee (CASAC) recommends lowering the proposed PM2.5 annual standard.
- CASAC's proposal is between 13 14 ug/m3.

- Current EPA proposal remains the same at 15 ug/m3.
- 2005 Annual Average was 14.4 ug/m3.
- 2002-2005 Average was 14.3 ug/m3.
- The new proposed standards could cause huge consequences for the region (SIP/NSR/Conformity)
- USEPA is still seeking public comment on proposed standards.
- USEPA to issue final standard on September 27, 2006.
- Currently gearing up for “ozone” season.
- Monitoring network in place and calibrated
- Forecasts will include ozone beginning Saturday, April 1, 2006.
- State Air Quality Awareness Week has not yet been announced.
- National Air Quality Awareness Week is May 15 – 19th.

12. **TCC Only:** Review of Amendments to the TCC By-Laws to Modify the Requirements for a Quorum

Presented by Margaret Bessette.

- The NCDOT Transportation Planning Branch sent a letter to MPOs related to their responsibilities under the State Open Meetings and Open Records laws (letter included in agenda booklet.)
- The Attorney General’s Office has advised that TAC and TCC boards are both considered public bodies under NC Statute 143-318.9 through 143-318.18 and, therefore, are subject to the requirements of these laws. The provisions related to quorums require that all official business, including voting, should be conducted within a meeting with a 51%, or simple majority, quorum based on members as listed in the Memorandum of Understanding or Bylaws. Alternates may be appointed to attend should the member not be able to attend. Alternates should be identified by position in the bylaws and by name in the membership roster.
- Currently, Winston-Salem MPO TCC By-laws require only a twenty-five percent (25%) majority for a quorum. Further, most jurisdictions have not named alternates for their TCC representatives.
- In order to comply with the requirements of the State Open Meetings and Open Records laws, the Winston-Salem MPO TCC must amend their by-laws to establish a quorum of at least fifty-one percent (51%) of the members present. At the May 30 TCC meeting, staff will present such an amendment, along with some administrative and terminology changes.
- A quorum of 51% will mean that we will have to improve attendance at TCC meetings in order to conduct business. Transportation staff will ask the chief administrative officer of each jurisdiction or agency to designate an alternate member. Staff will also contact TCC members prior meetings to encourage attendance and assess whether a quorum will be present for the meeting.

13. Review of Calendar of Activities

Presented by Greg Errett.

- The Heart of the Triad (HOT) Land Use and Transportation Master Plan Charette will be April 3-8.
- Next TAC meeting will be May 18.

14. Other Business/Next Meeting

ADJOURNMENT 3:09 pm