

**MINUTES  
WINSTON-SALEM URBAN AREA  
TECHNICAL COORDINATING COMMITTEE (TCC)  
MAY 18, 2006  
2:00 P.M.  
FIFTH FLOOR PUBLIC MEETING ROOM,  
CITY HALL SOUTH**

**MEMBERS PRESENT:**

Greg Errett, WSDOT  
Frank James, Town of Rural Hall  
Brent McKinney, PART  
Margaret Bessette, CCPB  
Greg Turner, ACM/Public Works  
Cary Gentry, FCEAD  
Don Corder, Village of Tobaccoville  
Scott Buffkin, City of King  
John Button, NCDOT  
Brett Abernathy, NCDOT  
Bob Greback, Town of Lewisville  
Brian Ulrich, Town of Kernersville  
Beth Dirks, Davie County  
Jennifer Webb, Town of Bermuda Run  
Scott Leonard, Davidson County  
Glynis Jordan, CCPB

**PRESIDING:** Stan Polanis, Chairman; WSDOT

**STAFF PRESENT:**

Wendy Miller, WSDOT  
Greg Venable, WSDOT  
Lakesha Dunbar, WSDOT  
Russell Byrd, Engineering  
Fred Sink, Davidson County

**RECORDING SECRETARY:** Laura Whitaker, WSDOT

## Action Items

1. Consideration of the March 30, 2006 Meeting Minutes

MOTION: Frank James moved for approval of the minutes.

SECOND: Brent McKinney

VOTE:

FOR: Unanimous

AGAINST: None

2. Consideration of Designating STP-DA Funded Projects for Fiscal Years 2007 and 2008 in the Metropolitan Transportation Improvement Program (MTIP)

Presented by Lakesha Dunbar.

- a. Bicycle Projects
- b. Greenway Projects
- c. Sidewalk and Pedestrian Facilities Projects

- In July 2005, the NCDOT adopted the 2006-2012 STIP.
- When the Winston-Salem Urban Area MPO was re-designated as a TMA, by virtue of a 200,000 population within the urbanized area, the MPO was given authorization to Program STP-DA funds.
- The amendment includes a list of projects including bike lane striping, bike route signs, bike racks and construction of greenways and sidewalks.
- The Kernersville Sidewalk Project will not be a supplement to the CMAQ funding, it will just be funding for a sidewalk project.

MOTION: Greg Turner moved approval.

SECOND: Dan Corder

VOTE:

FOR: Unanimous

AGAINST: None

3. **TCC Only:** Consideration of Amendments to the Technical Coordinating Committee (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.
- The Attorney General's Office has advised that MPO TAC and TCC boards are both considered public bodies under NC Statute 143-318.9 through 143-318.18 and therefore 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.
- Currently, Winston-Salem MPO TCC By-laws require a 25% majority for a quorum.
- Although the By-laws provide for alternates, most jurisdictions/agencies have not named an alternate for their TCC representative.
- 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 51% of the members.

Cary Gentry stated that in the list of voting members in Article III, Section 1, "Director, Forsyth County Air Quality Program" should be changed to, "Director, Forsyth County Environmental Affairs Department".

Frank James asked, "if the TCC Alternate could be the TAC Board Member?"

A brief discussion ensued regarding the qualifications of the TCC Alternate.

MOTION: Greg Turner made a motion for approval of the By-law amendments as proposed with: 1) Environmental Affairs name correction and, 2) the addition of the following sentence after the first sentence in Article III, Section 1: "Representatives from member governments may include an elected official acting in a professional capacity and not currently serving as a member or alternate member of the Transportation Advisory Committee."

SECOND: Frank James

VOTE:

FOR: Unanimous

AGAINST: None

### **Information Items**

#### 4. Presentation of Updated MPO Member Handbooks

Presented by Margaret Bessette.

- Handbooks have all been distributed.
- Changes will be sent in the mail, will just be able to insert new and discard old.

#### 5. 2007-2013 Metropolitan Transportation Improvement Program (MTIP)/Air Quality Conformity Determination Update

Presented by Wendy Miller.

- TIP is still in the process of being completed.
- May be late summer or early fall before completed.
- A couple of the issues holding up the MTIP are issues with the equity formula and the Garvee Bonds.
- TCC will be given leeway on its October 1<sup>st</sup> due date.

#### 6. Bicycle and Greenway Facilities Planning Report

Presented by Lakesha Dunbar.

- Currently waiting on approval for a contract with Toole Design Group to complete striping plans for bike lanes on Liberty Street and Hawthorne Road.
- The Brushy Fork Creek Greenway right-of-way has been mapped for the railroad property, City staff is considering a trip to the Norfolk, Virginia office to deliver the plans and discuss the next steps required.
- The Muddy Creek Greenway is ready to be asphalted. The City is still in negotiations for two pieces of property.
- A request for a purchase order has been issued to hire a consultant to complete the design for the Waughtown Connector.
- May 12 – 18<sup>th</sup> is Bicycle Awareness Week.
- The website is up and running and can be visited at [www.bikeforsyth.ws](http://www.bikeforsyth.ws).
- Copies of the new bike route maps are available upon request.

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

Presented by Greg Venable.

- Continuing to work with the other municipalities on the north/south connector and the east/west alignment.
- Currently waiting to receive information from the Heart of the Triad (HOT) study.

8. Sidewalk and Pedestrian Facilities Planning Report

Presented by Greg Venable.

a. Presentation of the Sidewalk and Pedestrian Facilities Plan

- The draft for the Winston-Salem Urban Area Sidewalk Pedestrian Facilities report is out for public review and comment through June 16.
- It has been distributed to the public libraries and TCC members for the town halls.
- The vision statement is, “The Winston-Salem Urban Area is a pedestrian friendly community where sidewalks are often an alternative mode of transportation that provides access for all, promotes healthy lifestyles and improves air quality.”
- A steering committee was formed to complete the planning process and data collection.
- The Committee consists of 16 members from DOT, Engineering, Housing & Neighborhood Services, Recreation & Parks, Forsyth County Schools and special interest groups.
- The data took 1½ years to collect.
- Reviewed safety and health issues along with MPO 2030 Plan and Legacy guidelines.
- The Corridor plan and location of sidewalks, are a few of the major components of the plan.
- There are funding possibilities on Federal, State and local levels.

9. NCDOT Division 9 Report

Presented by Brett Abernathy.

- US 421/Business 40 from US 158 to Linville Road – final asphalt paving is currently being performed and final bridge deck is scheduled to be poured this week. Estimated completion date is July 1, 2006.
- Hanes Mall Bridge Construction and Roadway Widening – construction started on this project November 2, 2005. The culvert extension and the sewer line relocation is completed. Project is 18% ahead of schedule.
- Yadkinville Road Bridge Replacement – traffic was shifted to the on-site detour November 17, 2005. The cored slab bridge is completed. The completion date is 495 days from the start of construction, which makes the completion date September 22, 2006. Project is 14% ahead of schedule.
- Sedge Garden Road – the road is closed to thru traffic and a off site detour is being utilized. The utility work is underway. The contractor has 180 days to complete the project, which makes the completion date September 1, 2006. Project is 7% behind schedule.
- I-85B, 1-40, US 421, US 311 – locations throughout Division 9, construction began this month installing shoulder milled rumble strips. Project was completed in early May.
- There are no significant changes in the future projects report since March.

10. Forsyth County Environmental Affairs Department Air Quality Report

Presented by Cary Gentry.

- Transportation Conformity for PM2.5 I Guilford and Davidson Counties non-attainment areas completed.
- NCDAQ is investigation the benefits of CA LEV-II provisions

- Ozone forecasts began April 1<sup>st</sup> along with PM 2.5.
- National Air Quality Awareness Week is May 15 – 19<sup>th</sup>.
- For more information you can go online to [www.epa.gov/airnow/airaware/airaware.html](http://www.epa.gov/airnow/airaware/airaware.html)

11. Piedmont Authority for Regional Transportation (PART) Planning Report

Presented by Brent McKinney

a. Update on the Heart of the Triad (HOT) Study

- North Carolina is the 5<sup>th</sup> fastest growing state in the US.
- The Greensboro/High Point/Winston-Salem area is the 34<sup>th</sup> largest metropolitan area in the US.
- An area has been identified as the heart of the triad and it compasses 118,000 acres.
- A full week long planning charette was held the first week of May.
- Group meetings included elected officials, developers, citizens and property owners.
- The planning in this area is necessary due to the future growth expected.
- Property owners were concerned about other developments and the unknown.
- Groups were asked how they would like the area to develop which includes residential areas, greenway areas, and business areas and develop a map.
- Ten maps were developed and then condensed into 4 different plans.
- Now, staff will do a model on all the data that was collected and create a land use plan.
- Plan should be ready late summer and will be submitted for adoption.

12. Review of the Transportation Planning Calendar of Activities

Presented by Greg Errett.

- Next TCC meeting will be July 20, 2006.
- May 15 – 19<sup>th</sup> is National Transportation Week (Bike to Work Day is May 19<sup>th</sup>)

13. Other Business/Next Meeting

ADJOURNMENT 3:10 p.m.