

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
NOVEMBER 15, 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
Glynis Jordan, CCPB, Alternate
Cary Gentry, FCEAD
Cecil Wood, Town of Lewisville
Scott Leonard, Davidson County, Alternate
Brian Ulrich, Town of Kernersville, Alternate
Larry Scantlin, Smith-Reynolds Airport
Pam Hawley, NCDOT
Tyrelle Evans, WSTA, Alternate
Lynda Schwan, Forsyth County, Alternate

PRESIDING: Stan Polanis, Chairman, WSDOT

STAFF PRESENT:

John Button, NCDOT
Wendy Miller, WSDOT
Lakesha Dunbar, WSDOT
Kevin Edwards, WSDOT

RECORDING SECRETARY: Laura Whitaker, WSDOT

Introduction

1. **Introduction of the New Winston-Salem MPO Urban Area Coordinator, Mr. Andy Bailey, North Carolina Department of Transportation**

Stan Polanis stated that Mr. Bailey was not able to attend today's meeting but would fill the position vacated by James Upchurch.

Action Items

2. Consideration of the September 20, 2007 Meeting Minutes

MOTION: Margaret Bessette moved for approval of the minutes.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of a Resolution of Support for the Safe Routes to School Program Grants

Presented by Lynda Schwan.

- Through the NCDOT, federal funds are available to schools and local governments to pay for 100% of the cost of infrastructure and non-infrastructure projects that increase pedestrian and bike safety and encourage children to walk or to ride a bicycle to school.
- In order for schools and local governments to apply for SRTS funds, the NCDOT requires that the MPO pass a resolution of support and administration for the SRTS program.
- The approval of the resolution is required in order to apply for SRTS grants; once an award is made, the MPO will be updated on the progress.

MOTION: Greg Erret moved for approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of Amendments to the Winston-Salem Urban Area MPO Memorandum of Understanding (MOU) and TAC and TCC By-Laws

Presented by Margaret Bessette.

- a. Amendments to the Memorandum of Understanding (MOU)
- b. Amendments to the TAC By-laws
- c. Amendments to the TCC By-laws (TCC only)

- The MOU for the Winston-Salem Urban Area MPO is an agreement between governmental entities to establish a cooperative transportation planning process for the Winston-Salem Urban Area.
- The MOU establishes the purposes, membership, voting procedures and member responsibilities for the MPO, the TAC and the TCC.
- Revisions to the MOU must be approved and executed by all member governments and by the State of North Carolina.
- The TAC and TCC by-laws provide greater detail for membership, voting and procedural operations of the TAC and TCC bodies, consistent with the MOU.
- The TAC and TCC by-laws are amended by their respective bodies.
- In mid-2006, attorneys for NCDOT reviewed the Winston-Salem MPO MOU and made specific recommendations for changes to comply with the "Open Meetings Law."
- In March of 2007, the TAC adopted policies related to the equitable apportionment of the required local match for PL and STP-DA funds and resolved that when the MOU was

amended, language should be included related to the sharing and apportionment of local match consistent with the adopted policies.

- In July of 2007, the TAC voted to accept the revised recommendation of the Voting Structure Task Force and modify the existing weighted voting structure to a system with 100 total votes apportioned based on population as of the most recent census.
- Also at the July 2007 meeting, the TAC voted to invite the newly incorporated Town of Midway to join the MPO as a voting member of the TAC. On October 1, the Town of Midway voted to accept the invitation and join the MPO.

MOTION: Cecil Wood moved for approval of the TCC By-law changes.

SECOND: Dan Corder

VOTE:

FOR: Unanimous

AGAINST: None

MOTION: Margaret Bessette moved to forward the MOU and the TAC By-law revisions to the TAC with recommendation for approval.

SECOND: Greg Errett

VOTE:

FOR: Unanimous

AGAINST: None

5. Consideration of the 2035 Transportation Plan/Air Quality Conformity Determination Draft List of Transportation Projects by Horizon Years

Presented by Wendy Miller.

a. Update of the 2035 Transportation Plan Planning Process

- Wendy distributed a Winston-Salem Urban Area Fiscally Constrained Transportation Plan Project List.
- The 2035 Long Range Transportation Plan (LRTP) and Air Quality Conformity Determination (AQCD) are companion documents that guide multi-modal transportation planning, are fiscally constrained and cover a minimum twenty-year planning horizon.
- A major component of the LRTP and AQCD Report is the fiscally constrained street and highway network.
- The planned road improvements in the network are scheduled into four time periods for air quality conformity determination analysis.
- The list of street and highway projects for the 2035 LRTP has been developed by revising the current LRTP street and highway project list and including any additional projects or adjusting time periods to match the FY 2007 – 2013 STIP and Draft 2009-2015 STIP (released October 31, 2007).
- The time horizons established for completion of projects with the 2035 LRTP are 2009, 2015, 2025 and 2035.
- Upon approval by the TAC, the fiscally constrained street and highway project list will be sent to the Transportation Planning Branch of the North Carolina Department of Transportation and the Piedmont Authority for Regional Transportation, the transportation demand model custodian, for air quality modeling for the LRTP and AQCD report.

MOTION: Greg Errett moved for approval.

SECOND: Dan Corder

VOTE:

FOR: Unanimous
AGAINST: None

6. Consideration of the 2008 TCC and TAC Meeting Schedule

Presented by Greg Errett.

a. Review of the Calendar of Activities

- Greg Errett presented the 2008 Meeting Schedule.
- The next TCC meeting will be held on January 29, 2008. Note this is on a Tuesday and not Thursday.

MOTION: Pat Ivey moved for approval.

SECOND: Dan Corder

VOTE:

FOR: Unanimous
AGAINST: None

7. Consideration on the Creation of Official Subcommittees of the TCC and TAC

Presented by Greg Errett.

- The Winston-Salem Urban Area MPO is responsible for the comprehensive planning of several major modes of transportation in the urban area including streets and highways, public transportation, bicycle and pedestrian, para-transit, etc.
- Each of these modes requires the involvement of different members of our MPO such as the City of Winston-Salem DOT, City-County Planning Board, City Engineering, Winston-Salem Transit Authority, North Carolina Department of Transportation, Smith Reynolds Airport, town managers, planners and other local officials.
- Several plans have been adopted by the MPO and are now in various stages of implementation. As a result, there is a great need to better organize and utilize our personnel and financial resources to implement these plans.
- One way is to establish some standing working subcommittees made up of members of our TCC and/or the TAC and could include citizens and/or civic groups.
- Some of the proposed subcommittees for the MPO could include: Bicycle and Greenway Planning Subcommittee, Sidewalk and Pedestrian Facilities Planning Subcommittee, Congestion Management System Planning Subcommittee, Street and Highway Facilities Planning Subcommittee, Public Transportation Planning Subcommittee, Safety and Security Planning Subcommittee and Logistics Planning Subcommittee.
- These subcommittees would be responsible for the development, maintenance and update of the various plans for each of these modes, identifying projects that need to be studied and/or funded, coordinating with the other standing planning committees and needed, involving the general public in the planning process and reporting back to the TCC, TAC and other groups.

MOTION: Margaret Bessette moved for approval.

SECOND: Greg Errett

VOTE:

FOR: Unanimous
AGAINST: None

Information Items

8. NCDOT Division 9 Report

Presented by Pat Ivey.

- Hanes Mall Boulevard – Final surface of asphalt is being placed now. Paving operations will continue through the weekend with all lanes to be open for the Thanksgiving holiday. Revised completion date is November 20, 2007. Project cost: \$11.1 million.
- Pavement rehabilitation on I-40 from NC 801 to SR 1426 (in Davie County) – GARVEE Bond funded project – Currently the contractor is working on the shoulders and this work should be completed this construction season. Completion date is September 1, 2008. Project cost: \$13.3 million.
- I-40/Harper Road Interchange - Stage II of the bridge is well underway and should be completed by early 2008. Contractor will be coordinating lane closures and detours with the Festival of Lights. Contractor is currently 10% ahead of schedule. Project cost: \$10.9 million
- US 421 – Project is complete with exception of final pavement markings and milled rumble strips. Project cost: \$2 million.
- Bridge on NC 801 over I-40 – clearing and grubbing are 85% complete and construction on the bridge approaches should begin soon. Completion date is November 1, 2009. Project cost: \$20.1 million.
- Replace Bridge 242 on Dalton Road in Stokes County – existing bridge has been removed and construction of substructure is underway. Project should be completed spring 2008. Project cost: \$1.1 million.
- Lewisville-Clemmons Road, Peace Haven Road to Forest Oaks Drive – Project is scheduled to be let in January 2008. Project cost: \$6.9 million.
- Union Cross Road from Wallburg Road to Sedge Garden Road – Project in final design phase. Project cost: \$51.4 million.

9. Forsyth County Environmental Affairs Department Air Quality Report

Presented by Cary Gentry.

- NCDOT stakeholder meeting on Triad PM 2.5 SIP development, November 14 – discussed the modeling and attainment demonstration, showed emissions inventory development, meteorological and air quality model selection and setup, base modeling performance and modeling/attainment results, attainment shown, report due April 5, 2008.
- 09-15 TIP conformity IC meeting set for November 29, 2007 – the purpose of this meeting will be to discuss questions from the IC partners (EPA, FHWA, FTA and NCDENR-DAQ) on any project differences between the 09-15 TIP and the existing conforming LRTPs and its impact on current conformity determinations.
- Triad LRTP IC meeting took place on October 30, 2007 at the PART Office. Reviewed the consensus plan items and worked through issues.
- 8-Hour Ozone in the EAC – it is safe to say that the 2007 8-hour ozone values will not cause any issues with the completion of the EAC process, the 3-year 8-hour ozone design value is below the NAAQS and NCDAQ will work to certify the ozone date before the end of 2007.

10. **Public Transportation Planning Report**

Presented by Tyrelle Evans.

- Twenty-three participants representing public transportation providers, social service agencies, non-profit agencies, private transportation agencies, local and state governmental agencies, advocates for the elderly and persons with disabilities met on November 1, 2007.
- The meeting was to learn about SAFETEA-LU grant program requirements to access funding, to participate in assessing current transportation conditions and identify transportation needs in the Winston-Salem Urban Area.
- A presentation was made of the SAFETEA-LU grant program requirements for projects funded by three Federal Transit Administration (FTA) human services transportation programs: Elderly and Disabled Transportation Program, Job Access and Reverse Commute Program and the New Freedom Initiative.
- Each participant completed a community assessment of the current transportation systems based on a 26 criteria questionnaire.
- After the individual assessments, the participants worked in three different groups, each representing a diversity of perspectives.
- Each group discussed what the MPO was doing well and what the MPO needed to do better.

11. **Bicycle Plan Implementation Report**

Presented by Lakesha Dunbar.

- Bike Facilities Projects are in a lull due to additional paperwork to receive STP-DA funds.
- Still gathering paperwork to obtain approval to begin Bike Route Sign Installation for reimbursement from STP-DA funds.
- Linden Street was to be the next bike lane installation in conjunction with a resurfacing project; however, the asphalt plant working with the project caught fire so the project should be picked up next spring.

12. **Call for New Transportation Projects Using STP-DA Funds: Information on Project Recommendations**

Presented by Lakesha Dunbar.

- Lakesha distributed a Table of the Bike and Pedestrian projects submitted to receive STP-DA funding for 2008-2009 and 2009-2010.
- Only four projects were submitted.
- Plan to bring back as an action item for the January Committee meetings.
- Reminded all who are applying for funding that right-of-way needs to be acquired or in the process of acquisition prior to receiving the municipal agreement.

13. **Greenway, Sidewalk and Pedestrian Facilities Planning Report**

Presented by Lynda Schwan.

Greenway Updates:

- Muddy Creek (Phase I remainder) - Ron Seeber was contacted by Mr. Donald Curtis (Crescent Media Properties) regarding the property along Muddy Creek and a possible easement. He is interested in discussing the property with regards to an easement.

However, he stated that he had misplaced/lost the information that Chuck Green sent to him in June of this year. Chuck is re-sending the letter/information again to Mr. Curtis. Hopefully, this process will begin to move again as Mr. Donald Curtis has suddenly developed a new interest in responding to staff.

- Salem Creek (Southeast Gateway) - Abutments have been constructed. The bridge is scheduled for delivery on November 19th. Recreation and Parks has started the work on the Waughtown Street Bridge; 8” of asphalt has been removed.

Sidewalk and Pedestrian Facilities:

- Safe Routes to School - a meeting is scheduled for this evening with Sherwood Forest Elementary School to determine what they will be applying for in their grant application.

CMAQ/STP-DA funds:

- Carver School Road and Peace Haven Road - bids have been reviewed; projects are in award phase.
- Addison Avenue and Magnolia Street - waiting on state approval of bids.
- Clemmons - Council approved proceeding with bids for approximately 1,700 feet of sidewalk. Engineering is proceeding with bid package. Engineer has obtained encroachment agreement with NCDOT, and sediment / erosion plan approved by DENR. NCDOT / Raleigh has approved the amended scope of grant to allow for reduction in total linear feet of construction (from 3,400 feet to 1,700 feet). Project will begin 250 south of its original northern point due to unforeseen right of way cost of \$34,000. Property owner was not agreeable to that fair market offer, therefore council decided to ‘skip’ that property.
- King - NCDOT approved the change from greenway to sidewalk.
- Lewisville - Municipal Agreement signed, waiting on construction authorization from NCDOT

14. **Update of the Draft Amendments to the Thoroughfare Plan Map and Technical Report**

Presented by Greg Errett.

- Greg distributed the Winston-Salem Urban Area MPO Thoroughfare Plan Map and Technical Report.
- High Point’s MPO proposed an addition of a North-South Freeway along the Guilford County line with interchanges from US 311 to Interstate 40.
- High Point’s MPO proposed an addition of the Piedmont Parkway Extension, from the Guilford County line to Piedmont Parking in High Point.
- The plan was approved by High Point, Thomasville, Jamestown, Archdale, Forsyth and Randolph Counties.
- The plan was approved by Davidson County and Wallburg minus the North-South Freeway.
- The Town of Kernersville proposed the addition of Temple School Road Extension from Union Cross Road to NC 66 and from NC 66 to the Proposed Piedmont Parkway Extension at the Guilford County line.
- The Town of Kernersville proposed the addition of an Interchange on Interstate 40 at Old Salem Road.

- The Town of Kernersville proposed changing Union Cross Road, from Wallburg Road to Shields Road, from a three-lane road to a proposed multi-lane divided urban boulevard.
- The Town of Kernersville plan was approved by the Kernersville Planning Board and the Kernersville Board of Alderman, but still needs TAC approval.
- The City of Winston-Salem proposed the addition of Temple School Road from High Point Road to Union Cross Road.
- The City of Winston-Salem still needs TAC approval.
- Davie County proposed an addition of an Interchange on Interstate 40 at/near Redland Road.
- Davie County still needs TAC approval.

15. **Other Business/Next Meeting**

ADJOURNMENT 3:05 p.m.