

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
MARCH 19, 2009
2:00 P.M.
SECOND FLOOR, CONFERENCE ROOM,
BRYCE A. STUART MUNICIPAL BUILDING**

MEMBERS PRESENT:

Pat Ivey, NCDOT
Margaret Bessette, CCPB
Glynis Jordan, CCPB, Alternate
Cary Gentry, FCEAD
Greg Errett, WSDOT
Lakesha Dunbar, Forsyth County, Alternate
Robert Prestwood, City of Winston-Salem, Alternate
Phillip Vereen, WSTA, Alternate
Scott Rhine, PART, Alternate
Scott Barrow, City of King, Alternate
Scott Snow, Town of Walkertown
Scott Leonard, Davidson County, Alternate
Larry Scantlin, Smith-Reynolds Airport
Ryan Ross, Town of Midway
Gary Looper, Village of Clemmons
Frank James, Town of Rural Hall
Gary Looper, Village of Clemmons
Dan Corder, Village of Tobaccoville
Tim Shields, Town of Kernersville
Charlie Wolff, Town of Bethania, Alternate
Amy Litz, Davie County, Alternate
Bill Marley, FHWA
Andy Bailey – NCDOT (via conference call)

PRESIDING: Stan Polanis, Chairman, WSDOT

STAFF PRESENT:

Connie Curtis, WSDOT
Wendy Miller, WSDOT
Fred Haith, WSDOT
Nick Harrell, Town of Kernersville

RECORDING SECRETARY: Laura Whitaker, WSDOT

By consensus, two additional action items were added to the agenda.

1. Citizen Comments

No citizens present to speak.

Action Items

2. TCC (Only) Items

Presented by Stan Polanis.

a. Consideration of the February 19, 2009 Meeting Minutes

MOTION: Frank James moved approval.

SECOND: Scott Rhine

VOTE:

FOR: Unanimous

AGAINST: None

b. Consideration of Proposed By-Laws Changes Related to Electronic Meetings and Attendance

Presented by Margaret Bessette.

- Attendance at TCC meetings is encouraged so that members can share/receive information and to help achieve a quorum, enabling TCC to make formal recommendations on agenda items to the TAC.
- Technologies, including telephone and web-based conferencing, allow members to participate in meetings without being physically present at the meeting site.
- In order to make formal recommendations to the TAC on agenda items, the TCC must have a quorum of members present at the TCC meeting.
- Some TCC members, primarily those from outside Forsyth County, do not regularly attend TCC meetings, impacting the TCC's ability to obtain a quorum.
- TCC's in Raleigh and Charlotte have attendance provisions in their by-laws that convert a voting member to a non-voting member for the purpose of determining a quorum after the member (or designated alternate) misses three consecutive meetings.
- The member's voting privileges are reinstated automatically by his/her attendance at a subsequent TCC meeting.
- The proposed TCC by-laws changes would establish provisions similar to those in Raleigh and Charlotte.

A discussion ensued regarding phones calls counting as attending becoming an issue.

MOTION: Frank James moved approval.

SECOND: Greg Errett

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of the 2009 Transportation Needs Report

Presented by Fred Haith.

- a. **Approval of the Fiscal Year 2009-2015 Metropolitan Transportation Improvement Program (MTIP) Lists of Projects in Priority Order**
- b. **Approval of the Lists of Requested Transportation Projects in Priority Order**

- Every two years the Winston-Salem Urban Area MPO develops a single prioritized Transportation Needs Highway Projects list and a Bicycle and Pedestrian Projects list for Forsyth County and its municipalities, the surrounding communities of Bermuda Run and King, and portions of Stokes, Davie and Davidson Counties to submit to the North Carolina Department of Transportation for potential funding in the STIP.
- Due to the scarcity of available funding, submitting bodies were required to submit only their highest priority Highway Program Project and Bicycle and Pedestrian Project. Each submitting body had the opportunity to submit one Highway Program project and Bicycle and Pedestrian Project per TAC voting member.
- Highway Program projects of regional significance were submitted in addition to each submitting body's project.
- The TAC has adopted a set of criteria and procedures to rank the Highway Projects into priority order by evaluating their benefits in improving air quality, reducing congestion, increasing safety and providing other transportation benefits to the community.
- The Bicycle and Greenway Planning Subcommittee approved a set of criteria and procedures to rank the projects into priority order by evaluating the provisions such as a project's overall network value and the amount of acquired easements and right-of-way.
- Acknowledging the difficulty of applying additional criteria to the prioritization process, the committee also included an average of individual rankings for the projects.
- The need to replace and expand Winston-Salem's Traffic Signal and ITS system to provide more efficient operation of the traffic signals in the region prompted the creation of a new Transportation Needs Category.
- The Congestion Management / Urban Mobility Transportation Needs category was created to ensure that the Winston-Salem's Traffic Signal and ITS system needs were documented.

Tim Shield asked a question about the ranking of project U-2800 (Macy Grove Road). Fred Haith responded that most of the projects ranked higher than U-2800 were already funded. Removing those, the Macy Grove project would be ranked second.

MOTION: Margaret Bessette moved approval.

SECOND: Tim Shields

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of Items Related to Funding under the American Recovery and Reinvestment Act of 2009 (ARRA), aka Stimulus Funds

Presented by Stan Polanis.

a. Resolution Appointing the Winston-Salem City Manager as the Winston-Salem Urban Area Chief Executive for Certifying the Appropriateness and Use of Funding

- Provisions of the ARRA require that the funds provided are invested quickly, efficiently and in harmony with the job creating purposes of the act.
- To this end, recipients are required to appoint a Chief Executive to certify that the infrastructure investment has received the full review and vetting required by law and the Chief Executive accepts responsibility that the infrastructure investment is an appropriate use of the taxpayer dollars.
- MPOs have been told they must submit such certification by April 4, 2009.
- The City of Winston-Salem City Council is being asked to name the City Manager as their Chief Executive for the purposes of certifying the appropriateness and use of the taxpayer funding for any funds provided to the City of Winston-Salem through the competitive grant process.

MOTION: Pat Ivey moved approval

SECOND: Frank James

VOTE:

FOR: Unanimous

AGAINST: None

b. Resolution Approving Percentage Distributions for Stimulus Funding

- In August 2008, the TAC approved a percentage distribution for an additional \$5.8 million in STP-DA to be programmed in Fiscal Years 2009-2015 in the STIP.
- Percentages were broken out as follows: 40% to Intersection Improvements, 35% to Greenways and Sidewalks, 20% to Transit, and 5% to Planning.
- Under the ARRA, Transit is being funded in a separate category. MPO staff feels Planning is already covered with existing funding.
- For Stimulus Funds, staff proposes to expand the Intersection Improvement category to Surface Street Improvements and to allocate the funding as follows: 60% to Surface Street Improvements and 40% to Greenways and Sidewalks.
- Staff is currently consulting with NCDOT as to whether a TIP amendment reflecting use of these is necessary. If determined necessary, staff will present a resolution at the April meeting which includes amendment of the TIP.

Scott Rhine stated that PART has requested ARRA funds from NCDOT and each urbanized area of the Triad. PART is not a recipient of FTA formula funds. Therefore, any funding granted to PART will need to be allocated from the Triad MPO's urbanized area program funds, and the rural funds managed by NCDOT.

Pat Ivey distributed a spreadsheet with two proposed scenarios for Stimulus Funding:

- Scenario A
 - The WSMPO directs its Stimulus DA funds to NCDOT for project R-2201, the King/Tobaccoville Road Interchange project.
 - \$11,147,741 in non-stimulus (traditional) DA funds, previously allocated to R-2201, would become available to the MPO for programming on other projects. This traditional DA funds would require a 20% match, but would not have a time constraint like the Stimulus DA funds.

- Scenario B
 - WSMPO does not direct its Stimulus Funds to R-2201. The \$8.2 million in Stimulus funds would be programmed by the MPO. The funds would not require a local match, but would need to be committed by October 1, 2009.

A lengthy discussion ensued regarding the various Stimulus funding scenarios.

MOTION: Gary Looper moved that the TCC recommend to the TAC that the Winston-Salem MPO take Scenario A and swap its \$8.2 million in Stimulus Funding to NCDOT to use on project R-2201 for the \$11.15 million in traditional (non-stimulus) DA funds previously allocated to project R-2201.

SECOND: Frank James

VOTE:

FOR: Pat Ivey, Margaret Bessette, Glynis Jordan, Cary Gentry, Lakesha Dunbar, Robert Prestwood, Phillip Vereen, Scott Rhine, Scott Barrow, Scott Snow, Scott Leonard, Larry Scantlin, Ryan Ross, Gary Looper, Frank James, Gary Looper, Dan Corder, Tim Shields, Charlie Wolff, Amy Litz, Bill Marley and Andy Bailey.

AGAINST: Greg Errett

A discussion ensued regarding PART's request for \$400,000. Members stated that such funding could come from the \$11.15 million in DA funding, from CMAQ or other sources.

A discussion ensued regarding the 40/60 split. Members commented that making a recommendation on the split was difficult without knowing what the TAC would do related to taking the \$8.2 million or the \$11.15 million.

MOTION: Tim Shields moved that no recommendation be made on the percentage distribution for Stimulus funding or PART's request.

SECOND: Greg Errett

VOTE:

FOR: Unanimous

AGAINST: None

c. Update/Discussion on Stimulus Funding

- Project proposals under the Stimulus Call for projects are due March 27, 2009. We will maintain this deadline unless the TAC accepts NCDOT's swap.
- If the MPO keeps the \$8.2 million in Stimulus Funds, staff anticipates asking the TAC to approve projects to receive Stimulus Funding at a special called meeting in April, likely on Thursday, April 16.

5. Consideration of List of Transit Projects for Funding Under the Federal Stimulus Program and Proposed Amendment to the FY 2009-2015 Metropolitan Transportation Improvement Program to Add Transit Projects

Presented by Phillip Vereen.

- Phillip distributed an updated Transportation Advisory Committee Action Request and Resolution.

- The North Carolina Public Transportation Division requested a list of public transit projects funded for the Federal Stimulus Legislation be submitted to their office by March 6, 2009.
- Winston-Salem's total stimulus funding allocation for public transportation is \$3,810,207.
- The North Carolina Public Transportation Division has requested a resolution of support for the projects.
- Capital maintenance and the van replacement are not in the current 2009-2015 STIP.
- The TAC will be asked to amend the STIP to include capital maintenance and replacement vans and support the list of stimulus public transit projects.

MOTION: Greg Errett moved approval

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

6. Consideration of the Winston-Salem Urban Area Metropolitan Planning Organization (MPO) Fiscal Year 2009-2010 Unified Planning Work Program (UPWP) and Five Year Planning Calendar

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 identifies what transportation planning projects and work tasks will be completed during the fiscal year and the amount of federal and State highway and transit planning funds that will be used to complete the work, plus the required local matches.
- The UPWP consists of three major parts: Table 1, a Funding Sources Table; Table 2, a Narrative Task Table; and Table 3, a table which outlines Anticipated DBE Contracting Opportunities for Fiscal Year 2009-2010.
- Also, there are two other tables (Tables 4 and 5) which contain supplemental funding information as required by the NCDOT-PTD.
- Finally, Table 6 is the Five Year Planning Calendar for the MPO.
- Some of the most important projects in the UPWP will be to complete the CTP Street and Highway Plan Technical Report; administer federal JARC and New Freedom Program funds; begin to update the Greenway Plan and conduct several greenway feasibility studies around the MPO; implement numerous bicycle, greenway and sidewalk projects; assist NCDOT with the planning of the Business 40 Corridor project in downtown, and the Salem Creek Connector EA; assist the City-County Planning Board with several area plans; program available federal "Stimulus" funds and begin implementation, and, to complete a variety of other small transportation planning and engineering studies.
- The draft Fiscal Year 2009-2010 UPWP was presented to the TCC and TAC at their February 19th meetings.
- The NCDOT has reviewed and commented on the draft UPWP and has forwarded it to the TAC for their approval.
- The final UPWP is due to the NCDOT-PTD and the FTA on April 24, 2009.

MOTION: Frank James moved approval

SECOND: Scott Rhine

VOTE:

FOR: Unanimous
AGAINST: None

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

Presented by Greg Errett.

- The SAFETEA-LU requires the NCDOT and all MPOs in the state to annually certify to the FHWA and the FTA that their transportation planning processes are addressing the major issues of the urban area and are being conducted in accordance with all applicable provisions of federal law.
- To guide this self certification process, NCDOT has provided the attached checklist. Staff has reviewed the checklist and provided a response to each of the items.
- Staff believes the Winston-Salem Urban Area MPO transportation planning process is adequately addressing the major issues of the urban area and is being conducted in accordance with all applicable provisions of federal law governing transportation planning.
- Also, in the fall of 2008, the 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.
- The next federal certification review is scheduled for Fiscal Year 2012-2013.

MOTION: Frank James moved approval

SECOND: Scott Rhine

VOTE:

FOR: Unanimous
AGAINST: None

Additional Agenda Items:

Approval of a Resolution in Support of ARRA Discretionary Funding for a New I-85 Bridge Over the Yadkin River in Davidson County.

Presented by Stan Polanis.

- Stan distributed a Transportation Advisory Committee Action Request and Resolution for consideration.
- The 50-year old, multi-lane I-85 bridge over the Yadkin River between Davidson and Rowan Counties is in need of total replacement at an estimated of \$300 million.
- I-85 is a critical transportation route for the region, the State and the eastern United States.
- Allocation of sufficient funds through the statewide equity distribution formula would take all of the construction funds for all projects allocation to Division 9 for the entire seven-year TIP program.
- Recognizing the critical need for the project and the funding complexities, Governor Bev Perdue is seeking federal economic stimulus package funding for the bridge project.

- At its March 11, 2009 meeting, the PART Board of Trustees passed a resolution in support of Governor Perdue and the grant application of \$300 million from the ARRA Discretionary Fund for construction of a new I-85 Bridge over the Yadkin River in Davidson County.
- PART's resolution encourages all local government agencies in the region to support Governor Perdue's effort to secure stimulus funds for the bridge project.

MOTION: Tim Shields moved approval

SECOND: Margaret Bessette

VOTE:

FOR: Unanimous

AGAINST: None

Adoption of a Resolution Supporting the Purchase of Two Large Hybrid Buses for the Winston-Salem Transit Authority Using STP-DA Funding.

Presented by Philip Vereen.

- Philip distributed a Transportation Advisory Committee Action Request and Resolution for consideration.
- In August, the TAC approved a resolution granting approval for programming of Federal STP-DA Funding for specific categories including transit projects.
- In September, the TAC approved a resolution amending the MTIP to match the STIP in order for FTA funds to the agencies administering public transportation programs within the MPO.
- In December, WSTA submitted a request to the NCDOT for \$1,150,000 for the purchase of 2 large hybrid buses.
- The NCDOT is requesting a resolution supporting the use of \$1,150,000 in STP-DA Funds for the purchase of these buses.

MOTION: Scott Rhine moved approval.

SECOND: Greg Errett

VOTE:

FOR: Unanimous

AGAINST: None

Information Items

8. Presentation of the Draft Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) Certification Review Report of the Winston-Salem Urban Area Metropolitan Planning Organization

Presented by Bill Marley, FHWA.

- Pursuant to 23 U.S.C.(i)(5) and 49 U.S.C. 1607, the FHWA and the FTA must certify jointly the Federal metropolitan transportation planning process in TMAs at least every four years.
- A TMA is an urbanized area with a population greater than 200,000, as defined by the U.S. Census Bureau.

- Certification Reviews generally consist of three primary activities: 1) an on-site visit, 2) review of planning products, both prior to, and during the Review, and 3) preparation of a Certification Review Report, which summarizes the Review and contains findings, including commendations, recommendations, and corrective actions.
- Certification Reviews address compliance with Federal regulations; challenges, successes, and experiences of the cooperative relationship between the MPO, NCDOT and Transit Operators in the conduct of the continuing, cooperative, and comprehensive (3C) metropolitan planning process.
- Joint FHWA/FTA certification review guidelines afford agency reviewers flexibility in designing the Review to reflect local issues and circumstances.
- The certification review process is one of several methods used to measure the effectiveness and efficiency of the local metropolitan planning process, compliance with applicable statutes and regulations, and level and type of technical assistance required to enhance and support the MPO planning process.
- Other activities provide opportunity for this type of review and comment, including the UPWP, the multi-modal long-range transportation plan, the metropolitan and statewide transportation improvement programs, and air quality conformity determinations (in non-attainment and maintenance areas).
- A range of other formal and less formal contact provides both FHWA and FTA an opportunity to comment on the planning process.
- The results of these other processes are considered in the certification review process.
- While the Planning Certification Review Report may not fully document those intermediate and ongoing measures, the findings contained in the report are based on the cumulative analysis of the entire review effort.
- The review process is individually tailored to address topics of significance in each transportation management area. Federal reviewers prepare certification reports to document the results of the review process.
- The reports and final actions are the joint responsibility of the appropriate FHWA and FTA field offices, and content will vary to reflect the planning process reviewed.
- To foster public understanding and input, FHWA and FTA will continue to improve the clarity of the certification review reports.

9. NCDOT Reports

a. Division 9

Presented by Pat Ivey.

- Pat distributed a NCDOT Transportation update.
- Project B-4745 – may close University Parkway for the duration of the project. Staff will gather public input before proceeding.
- No further updates since last month.

b. Transportation Planning Branch

Presented by Andy Bailey.

- Andy noted he and Greg had cooperated on preparation of parts of the UPWP.

10. Public Transportation Planning Reports

a. Regional/PART

Presented by Scott Rhine.

- Scott distributed a Winston-Salem MPO regional program update.
- PART ridership increased 36% for the month of February from the previous year.
- Triad Air Quality Conformity documentation has been accepted and finalized by Federal agencies.
- Transportation Demand Management will hold the third annual Triad Commute Challenge on March 24th at the Mendenhall transportation terminal in High Point.
- The goal of the challenge is to heighten awareness regarding air quality while challenging people to try alternate commute options.

b. Local/WSTA

Presented by Phillip Vereen.

- The Federal Transit Administration has issued a call for projects for the JARC, FTA Section 5316 and New Freedom Funds, FTA Section 5317 for 2009.
- In 2008, the City of Winston-Salem became the designated recipient for human service transportation funding through the FTA.
- The City of Winston-Salem received a dozen requests from local transportation service agencies in 2008.
- The FTA awarded \$251,839 in New Freedom funding for three agencies and \$422,619 in JARC funding for two agencies.
- March 17 – April 17 will be the call for projects.
- A community workshop will be held on April 7, 2009 at the YWCA on Main Street.
- The item will then be back to committees at the May, 2009 meeting.

11. Discussion of a Proposed Process to Administer STP-DA Funded Projects

Presented by Lakesha Dunbar.

- Lakesha distributed a Winston-Salem MPO STP-DA Local Guidelines Draft.
- Improvement project must be located on a Federal functional classified road to be considered for funding.
- The following web address may assist in determining if your project is on a Federal functional classified road: <http://www.ncdot.org/doh/preconstruct/tpb/FCS/>.
- Prior to project submittal, each municipality is responsible for coordinating approval of the project with NCDOT.
- It is preferred that a feasibility study has been conducted prior to submittal of the project.
- A feasibility study shall consist of a small traffic analysis study and/or a full traffic impact study.
- Depending on the type of request, at a minimum the following must be submitted: a detailed description, turning movement counts, signal warrant analysis, speed or delay studies, accident diagrams, preliminary or conceptual designs, cost estimate, and some indication of the amount of right-of-way needing to be acquired.

- Note that the Federal fiscal year begins October 1. Example: funds for FY2009 are available in October 2008. This needs to be considered during the project planning process.
- Call for projects includes: Letter to all municipalities and interested departments, stress in letter that the funds for construction only, 20% local match required, request letters of municipal support, request right-of-way certification, verification of inception of right-of-way certification with NCDOT is preferred. However, at minimum a letter describing how much right-of-way needs to be acquired and confidence in attainability.
- Project prioritization/selection by task force: task force makes a recommendation to the TAC. The task force at a minimum should be made up of Winston Salem DOT Staff, NC DOT Division 9 representative and representative(s) from the TCC whose jurisdiction has not submitted a project.

12. Forsyth County Environmental Affairs Department Air Quality Report

Presented by Cary Gentry.

- Cary distributed a Forsyth County Environmental Affairs Departments report.
- The ozone boundary recommendation package has been signed by the Governor and passed along to the EPA.
- EPA has to let North Carolina know 120 prior to designations if they disagree with the recommendations, i.e., by November 12, 2009.
- If the EPA disagrees, they will provide a 30-day public comment period which will conclude in mid December.
- EPA must provide states an opportunity to demonstrate why EPA's modifications to a state's recommendation is inappropriate and states will have until January 12, 2010 to do so.
- NCDAQ has been working on Anti-idling rule for heavy duty vehicles.
- Public comment period is from March 16 – May 15, 2009.
- September 1, 2009 is the earliest effective date.
- The public notice and proposed rule are available at www.ncair.org/rules/hearing/.
- Triad Commute Challenge will be held on Tuesday, March 24, from 11:30 – 1:00 pm.
- Driving Clean and Green will be held at the Greensboro Coliseum Special Events Center on Thursday, April 16, from 8:30 – 12:00.
- Additional information is available at www.NCmobileCARE.org.

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

Presented by Greg Errett.

- Interviews for the Bike and Pedestrian Coordinator have been completed.

14. Review of the MPO Calendar of Activities/Potential Special April Meeting

Presented by Greg Errett.

- A special meeting will be held on April 16, 2009.

15. Other Business

ADJOURNMENT 3:50 pm