

**MINUTES  
WINSTON-SALEM URBAN AREA  
TRANSPORTATION ADVISORY COMMITTEE (TAC)  
MAY 17, 2012  
4:15 P.M.  
FIFTH FLOOR, PUBLIC MEETING ROOM,  
BRYCE A. STUART MUNICIPAL BUILDING**

**MEMBERS PRESENT:**

Margaret Bessette, City-County Planning Board, TAC Secretary  
Dan Besse, Council Member, City of Winston-Salem, Vice Chairman  
Allen Joines, Mayor, City of Winston-Salem  
Denise Adams, Council Member, City of Winston-Salem  
Walter Marshall, Commissioner, Forsyth County  
John Bost, Mayor, Village of Clemmons  
Tracey Shifflette, Alderman, Town of Kernersville, Alternate  
Allen Todd, Mayor, Town of Wallburg  
Norman Wilkes, Mayor, Town of Midway  
Billy McHone, Mayor, Village of Tobacoville  
Dan Pugh, Mayor, Town of Lewisville  
Kenneth Rethmeier, Mayor, Town of Bermuda Run  
Brent Rockett, Commissioner, Town of Bethania  
Randy Mendenhall, Council Member, Town of Walkertown  
Leon Inman, Commissioner, Stokes County

**PRESIDING:** Mayor Larry Williams, Town of Rural Hall, Chairman

**STAFF PRESENT:**

Scott Snow, Town of Walkertown  
Andy Bailey, NCDOT  
Wayne Davis, NCDOT  
Pat Ivey, NCDOT  
Brent McKinney, PART  
Amy Crum, CCPB  
Stan Polanis, WSDOT  
Greg Errett, WSDOT  
Fred Haith, WSDOT  
Kevin Edwards, WSDOT  
Wendy Miller, WSDOT  
Matthew Burczyk, WSDOT  
Phillip Vereen, WSDOT

**RECORDING SECRETARY:** Laura Whitaker, WSDOT

By consensus one action item and one information item were added to the agenda.

Larry Williams presented a Resolution of Appreciation to Stan Polanis, Director of Transportation, for his years of service to the City and the Winston-Salem Urban Area MPO.

**1. Citizen Comments**

No one present.

**Action Items**

**2. Consideration of the March 15 and 29, 2012 TAC Meetings Minutes**

Presented by Larry Williams.

MOTION: Denise Adams moved approval of the minutes.

SECOND: Walter Marshall

VOTE:

FOR: Unanimous

AGAINST: None

**3. Consideration of the MPO's Comprehensive Transportation Plan (CTP) Street and Highway Element Map and Technical Report**

Presented by Kevin Edwards.

- The Winston-Salem Urban Area MPO has completed the update of the CTP maps and technical document.
- The CTP has been coordinated with the NCDOT and is designed to be consistent with the requirements of North Carolina General Statute 136-66.2.
- A CTP is a multi-modal long range vision plan depicting the transportation infrastructure needed to handle the area's travel demand for a minimum 20 year period.
- The City County Planning Board recommended adoption of the CTP at its meeting on April 26th.

MOTION: Allen Joines moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

**4. Consideration of the Winston-Salem/Forsyth County Greenway Plan Update**

Presented by Amy Crum.

- The process was started in the fall/winter of 2009.
- The MPO Bicycle-Greenway Planning Subcommittee reviewed 60 proposed projects and narrowed down to 18 projects.

- The recommended projects were based on 3 criteria: connectivity, feasibility and public support.
- Eight meetings were held on specific projects from January – March 2011.
- Three meetings were held on the recommendations in January 2012.
- Recommendations were determined through evaluation of connectivity and the public’s interest and support.
- Priority Tiers were established for the projects.
- Tier 1 – high priority projects. Design work completed and construction beginning within 5 to 7 years. Tier 1 projects include the Waughtown Connector, Salem Creek Extension and Muddy Creek Phase 2.
- Tier 2 – secondary priority projects. Design work completed and construction beginning within 7 to 15 years. Tier 2 projects include Little Creek Phase 2, Muddy Creek Phase 5A, Mill Creek Phase North 1.
- Tier 3 – need further assessment. Tier 3 projects include Brushy Fork Creek Phase 2, Mill Creek Phase South and Wake Forest Connector.
- Tier 4 – long range projects. Design work and construction not to begin for at least 15 years or more. Tier 4 projects include Little Creek Greenway Phase 2B, Muddy Creek Greenway Phase 5B, Grassy Fork Greenway Phase 1 and Salem Lake Greenway North Phase 1.
- Tier 5 – alternative recommendations. Projects where alternative recommendations or are recommended in lieu of a traditional greenway. Tier 5 projects include Tomahawk Creek Phase 1 and 2, Blanket Bottom Creek Greenway Phase 1, Silas Creek Greenway North, Buena Vista Branch Greenway, Peters Creek Greenway and Strollway South.
- Planning Board recommended approval of the Plan at its April 12 public hearing.
- Winston-Salem City Council will hold a public hearing and consider adoption of the Plan at its June 4 meeting.
- Forsyth County Commissioners consideration has not yet been set.

A discussion ensued regarding Brushy Fork Creek.

MOTION: Dan Besse moved approval.

SECOND: Walter Marshall

VOTE:

FOR: Unanimous

AGAINST: None

**5. Consideration of the MPO’s Federal Job Access and Reverse Commute (JARC)/New Freedom Funded Lists of Projects**

Presented by Phillip Vereen.

- The SAFETEA-LU, established two FTA human service transportation programs: the JARC, Section 5316, to provide transportation for low-income individuals who live in the city core with access to opportunities for work in suburban locations; and New Freedom Section 5317, to provide services and facility improvements to address the transportation needs of persons with disabilities.

- For both programs, the Winston-Salem Urban Area MPO receives formula-based funding allocations that can be applied to projects after a competitive selection process.
- The collaborative efforts of local transportation service providers and human services agencies culminated in the adoption of the *Public Transportation-Human Services Coordination Plan* and competitive grant selection process by the MPO on March 20, 2008.
- For 2012, the Winston-Salem Urban Area call for JARC and New Freedom projects began on March 16, 2012, with the issue of a request for projects and legal advertisements. Applications were due on April 16, 2012.
- Eight projects were independently reviewed and evaluated by a special committee comprised of members of the Greensboro MPO staff.

MOTION: Billy McHone moved approval.

SECOND: Ken Rethmeier

VOTE:

FOR: Unanimous

AGAINST: None

**6. Consideration of the MPO's Fiscal Year 2012-2013 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 estimated 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 2012-2013.
- Also, there are two other tables (Tables 4 and 5) which contain supplemental funding information as required by the NCDOT Public Transportation Division (PTD). Table 6 is the Five Year Planning Calendar for the MPO.
- Some of the most important projects in the UPWP will be to begin the process of updating the MPO's 2035 Transportation Plan and conducting the required air quality conformity determination; analyze the 2010 U.S. Census data and begin to develop 2035 socio-economic projections; complete the alternatives analysis study for the proposed Winston-Salem circulator system; administer federal JARC and New Freedom Program funds; implement numerous bicycle, greenway and sidewalk projects; continue to assist NCDOT with the planning of the Business 40 Corridor project and the Salem Creek Connector design in downtown; complete the development of a streetscape plan for the Martin Luther King, Jr. Drive, and develop a land use and transportation plan for the Peters Creek Parkway corridor.
- The draft Fiscal Year 2012-2013 UPWP was presented to the TCC and TAC at their March 15th meetings.

- The final UPWP is due to the NCDOT-PTD and the FTA by the end of the fiscal year.

MOTION: Walter Marshall moved approval.

SECOND: Billy McHone

VOTE:

FOR: Unanimous

AGAINST: None

## **7. Consideration of the MPO's Self-Certification of the Transportation Planning Process**

Presented by Greg Errett.

- The SAFETEA-LU requires the NCDOT and all MPOs in the state to annually certify to 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 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.
- Another formal review is scheduled to occur in October - December, 2012.

MOTION: John Bost moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

## **8. Consideration of the MPO's 2035 Transportation Plan Update and Air Quality Conformity Determination List of Transportation Projects**

Presented by Wendy Miller.

### **a. 2015, 2021, 2025, 2035 Street and Highway Projects**

Presented by Wendy Miller.

- You have in your packet the LRTP Street and Highway Project Lists covering the 4 horizon years modeled as a part of the Triad Regional Travel Demand Model.
- As a part of the Interagency Consultation of the project lists, the Federal Highway Administration Air Quality coordinator asked us to review several projects to verify their status as Regionally Significant.

- In consultation with NCDOT, we have made one change to the Regionally Significant status for a project in the 2026 – 2035 Horizon years - TIP project R-3823, the Stokes County Connector will now be listed as “No” under the Regionally Significant column.
- The TCC has recommended approval of the Street and Highway project lists for LRTP and air quality modeling.

MOTION: Allen Joines moved approval.

SECOND: Ken Rethmeier

VOTE:

FOR: Unanimous

AGAINST: None

**Additional Information Item:**

**Amend the 2012 – 2018 STIP to delete a public transportation project for the Winston-Salem Urban Area.**

Presented by Phillip Vereen.

- An action request and resolution were distributed to members.
- In September 2011, the Winston-Salem Transportation Advisory Committee amended the 2012-2018 STIP to include public transportation project incorrectly listed an item a project for PART instead of WSTA.
- The NCDOT requests an amendment to the 2012-2018 STIP to redesignate the Preventative Maintenance project.

MOTION: Allen Joines moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

**Information Items**

**Additional Information Item:**

**Discussion of the use of STP-DA apportionment funding by the PART to maintain current levels of support for the Winston-Salem Urbanized Area.**

Presented by Brent McKinney

- There would be no PART without the TCCs and TACs.
- Back in the 1980’s the committees took the lead and in 1997 developed PART.
- When PART was created several ways were put forth for funding – all local.
- PART is the only public transportation service entity in North Carolina that does not receive any kind of federal funding for operation costs.
- The PART Board met last week and adopted its 2013 budget with \$1.3 million in service reductions.

- Last year PART experienced a budget shortfall and received one-time funds from Winston-Salem, Forsyth County, Guilford County, Davidson County and Baptist Hospital.
- Reduced services will affect Winston-Salem routes and PTI routes.
- As part of the Winston-Salem Urban Area MPO call for projects, PART has requested replacement vans for vanpools that have exceeded their useful life cycle and operating funds to maintain service and re-establish service cuts.
- If these funds are allocated through the MPO's planned process, the funds will not be received in time to prevent the reduction of services; therefore, PART is requesting the monies for the vans and operating costs now to prevent the reduction in services.

A discussion ensued regarding the reasons for the shortfall.

A discussion ensued regarding rail services.

A discussion ensued regarding a special call meeting in May/June.

A discussion ensued regarding STP-DA funds.

Dan Besse requested that one year of operating funds of \$400,000 be considered at the special call meeting and not five years.

A discussion ensued regarding the buses that would be parked if approval was given for purchase of 15 vans.

Larry Williams requested that staff send emails to schedule a special call meeting.

A discussion ensued regarding requests for funds to other municipalities.

## **9. Discussion of the MPO's 2035 Transportation Plan Update and Air Quality Conformity Determination Overall Process and Calendar**

Presented by Wendy Miller.

- a. Exempt Projects**
- b. Review of the Draft MPO Public Participation Policy**

- Other LRTP activities to come include continuing Interagency Consultation over the summer and work with our Regional MPO partners in developing LRTPs that are more coordinated.
- We have already agreed upon the document contents, format, and mapping conventions and we are jointly working on a freight chapter and other regional elements.
- You will continue to see elements of the plan as we move forward. In addition to the LRTP Street and Highway Project Lists with capacity improvements, the Draft Exempt projects list in your packet has received comments from the FHWA Air Quality coordinator, and several projects will be listed under new exemption categories – signal system projects and intersection improvement projects which require hot spot analysis as a part of environmental review.
- The Draft Public Participation Policy (PPP) in your packet is out for public review starting today through July 2<sup>nd</sup>.

- We will be holding a public hearing during the citizen comment period of the July 19<sup>th</sup> meeting.
- We are currently doing public involvement in conjunction with the Legacy 2030 Update on the existing LRTP, PPP, and other transportation plans and issues.
- We also spent the day at the Clark Campbell Transit Center on Monday, May 14th.
- Release of the draft LRTP and AQCDR is scheduled for November 2012

#### **10. Review of the MPO's 2010 United States Census Urbanized Area Boundaries**

Presented by Kevin Edwards.

- In the March 27, 2012 Federal Register, the United States Census Bureau issued the designation of urbanized areas and urban clusters based on the 2010 Census.
- These areas are defined by the Census Bureau as follows:
  - Urbanized Areas (UZAs) – 50,000 or more people; and
  - Urban Clusters (UCs) – at least 2,500 and less than 50,000 people.
- These designations are critical to the administration of the STP funds by the United States Department of Transportation.
- MPO and Transportation Management Areas (TMAs) designations are based on UZA population, as follows: 50,000 minimum for MPOs and 200,000 minimum for TMAs.
- MPO and TMA designations affect transportation program fund allocations, establish program standards, and may have an effect on implementation of some program elements.
- The earliest that the apportionment of metropolitan planning funds to the states will be affected will be for federal fiscal year 2013 funds apportioned on October 1, 2012.
- The earliest these funds will be available for use by MPOs is July 1, 2013.
- Based on the designation of urbanized areas, North Carolina will:
  - Maintain the seventeen currently designated urbanized areas, each with population greater than 50,000 and establish one new urbanized area – New Bern; and
  - Maintain the seven currently designated TMAs and establish three new TMAs – Concord, Hickory and Wilmington.
- In addition, the Charlotte urbanized area has expanded to include more of the Rock Hill, S.C. area and the Myrtle Beach, SC urbanized area now includes a portion of Brunswick County in North Carolina.
- The NCDOT Transportation Planning Branch (TPB) will be working cooperatively with the FHWA and the MPOs to update the UZA boundaries.
- This will involve “smoothing” the UZA to capture areas that are urbanized in nature but not initially included and to streamline bookkeeping.
- The MPOs, in conjunction with NCDOT, may update their Metropolitan Area Boundaries (MAB) to reflect changes to the UZA, if needed.
- In conjunction with updating the UZA boundaries, TPB will be spearheading the evaluation of MPO boundaries, structure and governance as required by North Carolina General Statutes.
- The goal of this evaluation shall be to examine the need for and make recommendations for adjustments to MPO boundary, structure, and governance in order to ensure compliance with the objectives of 23 USC 134.

- The MPO evaluation report will be submitted to the Governor and to the Joint Legislative Transportation Oversight Committee.
- Prior to the final submission of the smoothed UZA, MAB and MPO evaluation, the NCDOT requests a letter from the TAC Chair stating that these processes have been coordinated and that the TAC is in agreement with each.

A discussion ensued regarding which MPOs Lexington and Wallburg would choose.

## **11. Update on the MPO's Call for Transportation Projects**

Presented by Matthew Burczyk.

- Matthew distributed a Winston-Salem Urban Area MPO call for projects – submittals – handout.
- Call for projects ended May 11, 2012.
- Over the next 6 weeks the committee will meet to rank and apply funds for the projects.
- Item will be on the July meeting agenda as an information item.
- Item will be on the September meeting agenda as an action item.
- Projects will have to have a local match.

## **12. MPO Staff Reports**

- a. **NCDOT Division 9 Transportation Projects Update**
- b. **Piedmont Authority for Regional Transportation Update**
- c. **Forsyth County OEAP Air Quality Update**
- d. **Bicycle and Pedestrian Facilities Projects Update**

No questions for staff

## **13. Review of the 2012-2013 MPO Calendar of Activities**

Presented by Greg Errett.

- Cycling Sundays event in downtown Winston-Salem will be held May 20<sup>th</sup>.
- Next regular meeting: July 19<sup>th</sup>.

## **14. Other Business/Adjourn Meeting**

ADJOURNMENT 6:00 pm