



TECHNICAL COORDINATING COMMITTEE
Minutes of March 25, 2015
10:30 a.m., Greensboro, NC
3rd Floor GDOT Conference Room
Melvin Municipal Office Building

ATTENDANCE

| | | | |
|----------------|-----------------|----------------|----------------------------|
| Tyler Meyer | <i>GDOT/MPO</i> | Mark Kirstner | <i>PART</i> |
| Craig McKinney | <i>GDOT/MPO</i> | Bill Bruce | <i>Town of Oak Ridge</i> |
| Daniel Amstutz | <i>GDOT/MPO</i> | Alex Rosser | <i>PTAA</i> |
| Lydia McIntyre | <i>GDOT/MPO</i> | Scott Whitaker | <i>Town of Summerfield</i> |
| Tram Truong | <i>GDOT/MPO</i> | Michael Abuya | <i>NCDOT TPB</i> |
| Adam Fischer | <i>GDOT</i> | Jesse Day | <i>PTRC/PTRPO</i> |
| Chris Spencer | <i>GDOT</i> | Bill Marley | <i>FHWA</i> |
| Cari Hopson | <i>GTA</i> | | |

Tyler Meyer called the meeting to order at 10:34 am.

1. Approve Minutes of January 28, 2015

Bill Bruce moved to approve the minutes of the January 28, 2015 meeting. Chris Spencer seconded the motion. The TCC voted unanimously to approve the minutes of the January 28, 2015 meeting.

2. FY 2014-2015 Unified Planning Work Program (UPWP) Amendment

Tyler Meyer noted that this Amendment is one of several items related to the UPWP at this meeting. This Amendment for the current UPWP is needed to shift funds between lines items. Not only does the MPO need to stay within its overall budget but it also must stay within 10% of its targets for individual line items. This Amendment will reallocate funds from Special Studies to data collection, LRTP development, and administration. The overall amount of funding in the UPWP is unchanged.

Chris Spencer moved to recommend the FY 2014-2015 UPWP Amendment to the TAC for approval. Michael Abuya seconded the motion. The TCC voted unanimously to recommend the FY 2014-2015 UPWP Amendment to the TAC for approval.

3. Prospectus Revision

Tyler Meyer explained that the MPO Prospectus is an umbrella document that provides detailed descriptions of work tasks that appear on an annual basis in the UPWP. The Prospectus is a multi-year

Planning for the transportation future

document that enables the MPO to simplify the information provided in the UPWP. It also provides guidance so that staff and agencies responsible for overseeing the MPO's use of planning grant funding and compliance with planning requirements (NCDOT, FHWA, FTA) understand what needs to be done, how it is to be done, and the resource needs associated with various work areas. Last updated in 2001, the Prospectus has been revised to better reflect current work tasks and changes over the past decade. The NC Association of MPOs (NCAMPO) developed a statewide prospectus in consultation with NCDOT and the other MPOs, and also consolidated and refined some work tasks for the UPWP. The next UPWP for FY 2015-2016 is based on this document.

Mark Kirstner requested clarification on the purpose of the prospectus and if it was a required document. Meyer explained that while the prospectus is not a required document, without it the UPWP would have to provide the same level of detail as the prospectus every year. NC and its MPOs have been using the prospectus model for a few decades.

Bill Bruce inquired if the prospectus document is the same as all the other NC MPOs. Meyer responded that the document is basically consistent with the statewide version but provides additional elaboration and modification to fit within the context of the Greensboro MPO.

Meyer noted that one of the changes in this revised prospectus is that some task codes have been consolidated. This provides some greater flexibility in administration because similar items are grouped under a single task code as opposed to having individual codes for each item.

Bill Bruce moved to recommend the Prospectus Revision to the TAC for approval. Scott Whitaker seconded the motion. The TCC voted unanimously to recommend the Prospectus Revision to the TAC for approval.

4. MPO Self-Certification

Tyler Meyer explained that the MPO must annually certify to the FHWA and the FTA that its planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of various laws. These laws include the Clean Air Act, the Civil Rights Act, and the Americans with Disabilities Act. Self-certification is required in conjunction with the UPWP adoption. MPO staff has determined that the MPO is in compliance with these requirements and laws.

Chris Spencer moved to recommend the MPO Self-Certification to the TAC for approval. Michael Abuya seconded the motion. The TCC voted unanimously to recommend the MPO Self-Certification to the TAC for approval.

5. FY 2015-2016 UPWP

Tyler Meyer presented the FY 2015-2016 Unified Planning Work Program that will go into effect July 1 2015. The UPWP guides MPO planning activities for the year and identifies a program of work for reimbursement under annual planning grants received under the FHWA and FTA programs. Anticipated expenditures are accounted for under a series of task codes defined by the revised 2015 Prospectus. Federal Highway Section 104(f) PL funds are estimated at about \$389,000 and FTA Transit Planning funds are estimated at about \$141,000 from Section 5303 and \$20,000 from Section 5307. Specific task descriptions and funding allocations to tasks are included in the document.

Work highlights include completing the LRTP Update, MTIP and Air Quality Conformity; completing an update to the Congestion Management Process; completing the BiPed Plan Update; prioritization work for the FY 2018-2025 TIP; developing planning performance measures for MAP-21 compliance; and conducting studies to support project development and other MPO work needs. The majority of this work will be conducted by staff, and it is not expected that consultants will be needed to supplement much of this work.

Chris Spencer inquired about the budget for consultant studies. Meyer noted that there may be a need for consultant services when working on the CMP or the LRTP, but the document has been worded to provide some flexibility in regards to consultant services. Spencer said that he was concerned about funding studies related to STIP projects that are not done by NCDOT. Meyer explained that these funds cannot be used for

project development costs, and local bond funds would need to cover project engineering or environmental review costs related to these projects. However, this type of work should be factored into the overall project cost and local funds only need to cover 20% of that cost.

Mark Kirstner expressed concern about the process for complying with regulatory requirements and noted his feeling that important discussions had been passed over in an effort to “check the boxes on a checklist.” Kirstner further stated that his impression of the UPWP development does not appear to articulate a vision for the MPO region. Meyer responded that’s not the function of the UPWP. The UPWP addresses the planning activities for a given fiscal year. The LRTP is where the overall MPO vision is articulated and elements such as transit, the airport, integration of transportation modes, and a balanced transportation system are discussed in more detail. The Coordinated Plan discusses transportation issues and solutions for elderly and disabled individuals. Likewise, the BiPed Plan addresses the non-motorized transportation vision and plans in great detail. Staff time and resources are limited and repeating the vision and transportation plan elements within the UPWP would be duplication of already documented material. Kirstner noted that he was not criticizing the work of the MPO but was critiquing the system as a whole, which sometimes appears to act without recognizing a greater purpose. Meyer noted that since PART had completed a regional vision plan they should come to the table with specific recommendations for the LRTP in order to ensure they are appropriately considered..

Mark Kirstner moved to recommend the FY 2015-2016 UPWP to the TAC for approval. Chris Spencer seconded the motion. The TCC voted unanimously to recommend the FY 2015-2016 UPWP to the TAC for approval.

6. MTIP Administrative Modification: Battleground at New Garden

Tyler Meyer noted that the City of Greensboro and NCDOT are requesting the MPO to administratively modify the Metropolitan Transportation Program for US 220 (Battleground Avenue) Intersection with New Garden Road and Approaches. This action delays right-of-way acquisition from FY 2014 to FY 2015, but construction remains as scheduled for FY 2015. This is due to some issues with getting to the right-of-way process. Craig McKinney noted that the CE had recently been approved so the project can move forward.

Chris Spencer moved to recommend the MTIP Administrative Modification: Battleground at New Garden to the TAC for approval. Adam Fischer seconded the motion. The TCC voted unanimously to recommend the MTIP Administrative Modification: Battleground at New Garden to the TAC for approval.

7. Long Range Transportation Plan (LRTP) Conformity Analysis Project List

Craig McKinney presented on the LRTP Roadway Project List, which went out for public review between February 2 and March 2. A public workshop was held on February 23 and there were 10 attendees. There have been some minor changes from the original draft. I-5110, the I-73 Connector project at NC68 and Bryan Boulevard, had been listed on both the completed projects list and the 2021 roadway project list, and has been removed from the completed projects list and left in the 2021 horizon year where it belongs. In addition, the Youngs Mill Rd/Southeast School Rd Connector was moved from 2040 to the 2030 horizon year due to a request from a representative of southeast Guilford County. Comments from the interagency review have all been addressed.

Cari Hopson inquired if there were any comments about transit from the public review period. McKinney noted that this review was just on roadway projects, and transit comments will likely come when the draft document is out for review later in early summer. Hopson noted that GTA only surveys those that are already using transit, and it would be helpful to know from non-transit users what would encourage them to use transit. Tyler Meyer said they would coordinate with GTA on the transit area of the LRTP when that is being developed.

Jesse Day inquired if CMAQ projects needed to be included in the LRTP for air quality analysis. Lydia McIntyre explained that CMAQ projects were listed under an umbrella category on the project list. They are not broken out project by project, but all active projects are evaluated by MPO staff. Meyer noted that the projects, including the transit portion, need to be finalized by the summer. McIntyre noted that there has not

been a call for projects for CMAQ from NCDOT. Meyer explained that there is a “C” holding number in the MTIP for FY 2016-2017 that is not a specific CMAQ project, but based on earlier guidance from NCDOT there is \$2.6 million available for projects during this time. The MPO is relying on this guidance for planning purposes until new guidance is released.

Chris Spencer asked about when the bicycle and pedestrian projects would be included. Meyer noted that they are not part of the air quality analysis so they will not be included in the LRTP until the summer. The BiPed Plan Update should be finishing up right around that same time so the two plans will sync up nicely.

Spencer asked for more information about the function of the illustrative projects list. Meyer explained that the projects on this list are not included as part of the air quality analysis but are still being considered. Some may be so long-term that they are beyond the scope the LRTP timeframe, while others may be within the timeframe but are still being evaluated for funding and feasibility. Putting a project on the Illustrative list takes it out of the traffic analysis and funding models as well. Meyer gave as an example the Airport Connector, a project on the illustrative list that requires further coordination with the Winston-Salem MPO. Another reason to keep this project out of the full LRTP is to prevent it from impacting traffic model forecasts on adjacent roadways, which was a concern of the Town of Kernersville in relation to a project on Business I-40. When a given project with the potential to significantly impact regional traffic flows in the model is by its nature very long term and conceptual, it can certainly make sense to put it in a different category from shorter term needs that are clearly needing consideration under LRTP traffic model analysis.

Chris Spencer moved to recommend the LRTP Conformity Analysis Project List to the TAC for approval. Adam Fischer seconded the motion. The TCC voted unanimously to recommend the LRTP Conformity Analysis Project List to the TAC for approval.

8. Watch For Me NC Application

Daniel Amstutz presented on an action endorsing the City of Greensboro’s application to be a partner in the Watch For Me NC bicycle and pedestrian safety campaign for 2015. Greensboro’s 2014 partner profile is up on the Watch For Me NC website at www.watchformenc.org. The time period of the campaign runs in the fall season. NCDOT provides law enforcement trainings, educational materials, advertising support, and technical assistance. The law enforcement trainings have been especially helpful because officers typically get very little training on bicycle and pedestrian laws. The materials the partners will receive from NCDOT will be the same except for the inclusion of a child-sized reflective arm band along with adult-sized arm bands. GDOT will be partnering with the Greensboro Police Department, UNCG Police Department, and State Highway Patrol. NC A&T Police did not respond to requests to become a partner and the Guilford County Sheriff’s Office is interested but not ready to commit to the campaign this year. The application is due March 27.

Scott Whitaker moved to recommend endorsement of Greensboro’s Watch For Me NC application to the TAC for approval. Adam Fischer seconded the motion. The TCC voted unanimously to recommend endorsement of Greensboro’s Watch For Me NC application to the TAC for approval.

9. Bike Month 2015

Daniel Amstutz presented on an action to designate May as Bike Month for 2015. Activities for the month include a bike-themed Open Streets event on Elm St on May 1st during First Friday; bicycle rodeos at the Newcomer’s School on May 8th and at Lindley Park Elementary May 15th; observation of Bike-to-Work Week from May 11 – 15th and Bike to Work Day May 15th; a Ride With the City event to kick off Bike-to-Work Week on May 11th; and the Ride of Silence on May 20th. City employees that participate in the Ride With the City can get Wellness Points with the Wellness Coordinator. The Ride of Silence will take a different route than in previous years.

Scott Whitaker asked for more information about the Ride of Silence. Amstutz explained that it is a silent ride memorializing bicyclists that have been injured or killed on public roadways. A few high-profile bicycle crashes have occurred recently, such as in Irving Park.

Bill Bruce moved to recommend the Bike Month Resolution to the TAC for approval. Chris Spencer seconded the motion. The TCC voted unanimously to recommend the Bike Month Resolution to the TAC for approval.

10. Participation in Stand Up for Transportation Day Activities

Tyler Meyer noted that Stand Up for Transportation Day is a national transportation infrastructure day that highlights the critical need to invest in updating our nation's transportation infrastructure. It will be held on April 9, 2015. The Greensboro Transit Authority and Greensboro Department of Transportation will participate in activities on this day related to this event. These events include:

- 7:40 am – 5:30 pm: Info booth at the Greensboro Depot
- 12:30 pm – 2:30 pm: Transportation Infrastructure Reality Tour
- 3:15 pm – 4:15 pm: Triad Partner Press Conference in Winston-Salem at Union Station

Adam Fischer noted that this day used to just be Stand Up for Transit Day, but with the federal transportation legislation soon expiring, it was expanded to encompass all of transportation and the need for continued, reliable transportation funding in all areas. GTA has been leading the way on this initiative. Cari Hopson noted that GTA will have one of its oldest buses at the Depot and the public will be able to sign a poster to show their support for transportation funding. Fischer noted that it is a national event. Mark Kirstner said that PART will have a petition for people to sign and there will be activities at the PART hub in the morning on that day.

Adam Fischer moved to recommend endorsement of participation in Stand Up for Transportation Day activities to the TAC for approval. Mark Kirstner seconded the motion. The TCC voted unanimously to recommend endorsement of participation in Stand Up for Transportation Day activities to the TAC for approval.

Business Items

1. Section 5310 Call for Projects

Tram Truong presented on the MPO Call for Projects for the FTA grant program Section 5310, *Enhanced Mobility of Seniors and Individuals with Disabilities*. The Greensboro MPO has an estimated FY 2015 funding allocation of \$236,379 for the Section 5310 program, of which about \$215,619 is available for eligible projects. This amount is currently an estimate and is subject to change. Projects will be prioritized through a competitive selection process overseen by the MPO as defined by the 2014 Coordinated Plan update. Eligible entities include GTA, Guilford County TAMS, PART, and non-profit organizations. Funds can be used for capital and operating expenses, but at least 55% must be used for capital projects. The timeline for the Call for Projects is as follows:

- April 14: Call for Projects published, along with the general evaluation criteria
- May 15: Project submittal deadline
- May 26 – June 1: Projects are ranked by the MPO and by outside reviewers
- June 24: Projects are selected for funding by the TAC

Tyler Meyer noted that while this is not a very large amount of money, it is still an important source of funding for these types of projects. The selection methodology and the Coordinated Plan has been revised in the last couple of years and the process is working better. Adam Fischer inquired as to who the outside reviewers are. Truong explained that staff from the Winston-Salem MPO are the reviewers, and usually Greensboro MPO staff reviews the Section 5310 applications for the Winston-Salem MPO in return.

Jesse Day inquired about if these funds are usually used to expand service. Meyer noted that 55% of the funds must go to capital costs, which can include new transit vehicles, or also for things like PART's call center. The Coordinated Plan lists eligible projects as required by MAP-21. Adam Fischer noted that the funds are often used to maintain existing service, but occasionally they have been used to expand the hours of

the SCAT paratransit service, for example. Meyer explained that while the funds are generally used to maintain existing service, based on public involvement and TAC direction in 2013, non-profits were also included as eligible recipients in the Coordinated Plan. Last year the funding recipients were GTA, Guilford County TAMS, and the Senior Center of Guilford County. Cari Hopson noted that FTA has been holding up the funding for Section 5310 from last year. They have been provided the Project Management Plan but still need to review it before funds can be released. She has been working on getting FTA to release the FY 2014 funding as soon as possible. Meyer noted that GTA administers the grants.

More information will be provided at the April meeting.

2. Comments for NCDOT on Potential Designation of NC 68 for Use by Trucks with Double Trailers

Tyler Meyer explained that NCDOT is considering a third party request to designate NC 68 between US 220 in Rockingham County and I-40 in Guilford County for use by twin trailer trucks. They have requested comments from the MPO. MPO staff has reviewed the request, consulted with officials in the Towns of Stokesdale and Oak Ridge which would be directly affected by this designation, and has prepared a response. In summary, the response says that the MPO understands the need to facilitate the efficient transportation of freight through the area, but this needs to be balanced with considerations of safety. The safety concerns include the topography of NC 68, the many driveways and intersections along the roadway, and the lack of controlled access along the route. Although the MPO has not been provided full information as to why this freight routing is needed at this time, it appears that I-73 (scheduled for completion in late 2016) would facilitate the routing needs for freight movement in this area. MPO staff recommends the MPO send a letter opposing this designation, and the Towns of Stokesdale and Oak Ridge have concurred through town resolutions they have recently adopted. Meyer noted that while the NCDOT Board of Transportation will ultimately decide on whether or not to make this designation, there will be additional public involvement if this continues to be considered.

Scott Whitaker noted that the Town of Summerfield has also passed a resolution in support of their neighbors against this designation and inquired as to where it should be sent. Meyer stated that the MPO will include Summerfield's resolution with the letter.

Bill Bruce noted that Oak Ridge had consulted with NCDOT to clarify that it was not NCDOT wanting to make the designation, but a third party. He commented that the process for the designation request is problematic, because a single entity can make a request that sets in motion a multi-year process that wastes considerable time and energy from many parties at the state and local government. He suggested that the issue should be brought up with Board of Transportation and perhaps the MPO can be a "gatekeeper" to evaluate such requests before they end up in the later stages of review. Adam Fischer agreed that it should be brought up with NCDOT. Jesse Day suggested that the comment be added to the freight plan for the Triad.

Meyer noted that the major highways such as I-40 and US 421 south are likely designated as routes for trucks with twin trailers, but he sometimes see them on local Greensboro roads. Bruce explained that they are allowed to divert from their route a short distance to make deliveries. However he has seen them on NC 68 even though they are not supposed to be there. Fischer noted that enforcement is a challenge, but the City has found that writing letters to the trucking companies making them aware of their concerns has been a successful strategy.

Meyer thanked the TCC for their comments and noted that they would be passed along to the TAC.

3. Project Updates

Craig McKinney presented two items:

New Project Update Newsletter – MPO staff have created a project newsletter for spring 2015. Funding and construction schedules are based on information from NCDOT and the draft STIP. The pedestrian project section has been expanded to include future projects as far out as 2017. New projects from prioritization have also been included.

Scott Whitaker inquired about the schedules for the two major projects in Summerfield, I-73 (NC 68/US 220 Connector) and the US 220 widening, which he had heard had been delayed. McKinney responded that his most recent information showed the projects expected completion date in December of 2016, but considering the amount of work that needs to be done on both projects, it is feasible there could be delays.

Daniel Amstutz inquired as to the timeframe on the recent sidewalk construction list. McKinney noted that they are projects completed in the last 12-18 months.

Jesse Day inquired about bicycle projects in the newsletter, in relation to work being done on the BiPed Update. Chris Spencer explained that most of the projects still need to be reviewed and are in the conceptual phase. The BiPed Update will provide a lot more information on those projects when it is complete. Meyer noted that it would be something that can be included in the next newsletter.

Aycock & Walker Intersection Project – A second scoping meeting for the project has been held. UNC-Greensboro will cooperate on the project and provide information for surveying and utilities. The consultant will expedite the project design to get 50% plans in July and 75% plans in August. It is important to get the 75% plans in August in order to meet the planned construction schedule to start construction in summer of 2016.

Meyer noted that this project is a very important safety improvement project for the City and UNCG.

4. Strategic Reports

Daniel Amstutz noted that the FHWA Safety Assessment, part of the USDOT's bicycle and pedestrian safety initiative, will be held on April 20 from 1-5 pm. The focus will be on the Aycock & Walker intersection but the Aycock St corridor south of Walker may also be explored. Opening remarks will be given by City Councilperson Nancy Hoffmann, NCDOT Secretary Tony Tata, and FHWA NC Division Administrator John Sullivan. The technical assessment will include background information on the intersection, a field review, and discussion of countermeasures and possible solutions. More than 30 people are expected to take part in the technical safety assessment. Tyler Meyer expressed his gratitude to FHWA for participating in this event.

Meyer noted that the NCAMPO conference will be held in Raleigh on April 29 to May 1. The Greensboro MPO will have representation in three presentations that will be given at the conference. About 300 people are expected to attend. PART and PTRC will also be represented in a few presentations.

Other Items

1. NCDOT Update

There was none.

2. TCC Member Updates

Chris Spencer noted that there had been a public meeting about the Vandalia Rd widening project for the section between Elm-Eugene St and Pleasant Garden Rd. The recommended alternative is a three-lane section with bike lanes and sidewalks on both sides. This is a city-funded bond project with an estimated cost of \$4 million and a planned construction date of fall 2018.

Jesse Day noted that on May 6 the Piedmont Land Conservancy is holding a Guilford County Trails Summit at Haw River State Park at around lunchtime. He will be requesting updates from the Greensboro MPO and the High Point MPO on greenway/trail projects.

Mark Kirstner noted that the Triad Commute Challenge will kick off on Saturday, March 28. It will be in Winston-Salem with a free 5K run.

Scott Whitaker noted that the Town of Summerfield is moving forward with the A&Y Greenway project

with a new recommended route through the southern portion of the town. The RFQ process will be underway soon.

3. Wrap-Up

The next TCC meeting will take place on April 22nd at 10:30 am in the 3rd Floor GDOT Conference Room.

The meeting was adjourned by Tyler Meyer at 11:43 am.