



# Technical Coordinating Committee

Meeting Minutes of August 7, 2023

2:00 PM, Greensboro, NC

Zoom Online Virtual Meeting

## Attendance

|                 |                           |                    |                            |
|-----------------|---------------------------|--------------------|----------------------------|
| Tyler Meyer     | <i>TCC Chair</i>          | Mark Kirstner      | <i>PART</i>                |
| Lydia McIntyre  | <i>MPO Staff</i>          | Stephen Robinson   | <i>NCDOT Div. 7</i>        |
| Raunak Mishra   | <i>MPO Staff</i>          | Nishant Shah       | <i>NCDOT Div. 7</i>        |
| Craig McKinney  | <i>MPO Staff</i>          | Michael Abuya      | <i>NCDOT Div. 7</i>        |
| Yuan Zhou       | <i>MPO Staff</i>          | Chad Reimakoski    | <i>NCDOT Div. 7</i>        |
| Gregory Carlton | <i>MPO Staff</i>          | Alex Rotenberry    | <i>NCDOT IMD</i>           |
| Mary Harward    | <i>MPO Staff</i>          | Nathanael Moore    | <i>GSO Field Ops</i>       |
| Gray Johnston   | <i>MPO Staff</i>          | Elizabeth Jernigan | <i>GSO Parks &amp; Rec</i> |
| Denise Conway   | <i>GDOT Engineering</i>   | Jason Geary        | <i>GSO E&amp;I</i>         |
| Kelly Larkins   | <i>GSO Planning Dept.</i> | Suzette Morales    | <i>FHWA</i>                |
| George Linney   | <i>GTA</i>                | Dawn Vallieres     | <i>PTRC</i>                |

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**Tyler Meyer called the meeting to order at approximately 2:00 PM.**

## Introductory Items

### 1. Orientation to Zoom Software

Tyler Meyer welcomed everyone to the August virtual meeting and reviewed how to use the Zoom software.

### 2. Opening Remarks and Roll Call

Craig McKinney took roll call for the public record. TCC members and others identified themselves.

**Lead Planning Agency: City of Greensboro Department of Transportation**



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## **Action Items:**

### **1. June 20, 2023 Meeting Minutes**

Tyler Meyer asked if any changes were needed to the minutes. No changes were recommended.

*Mark Kirstner moved to approve the minutes. Kelly Larkins seconded. The TCC voted unanimously to approve.*

### **2. MTIP Amendments and Modification: Statewide Projects:**

Gregory Carlton was invited to take the group through action items. The first project is a statewide project and NCDOT has requested that the MPO make amendments and modifications to the 2029 MTIP by modifying five state wide transit projects. The amendment will focus on M-0563, which has been broken down further into two additional projects, constituting five projects total, which was recommended by the NCDOT Hydraulics Division. The first, M-0563D adds \$1.285 million in funding for FY 23 which focuses on the state's LIDAR data collection program. The second, M-0563E, which provides \$850,000 in FY 23 for the Statewide Resilience reporting program, and offers an enhancement of this program over the existing splits that are already there. Carlton then described a third project, TU-0016, that provides funding for mobility hubs along seven communities in the S-line rail corridor in Franklin, Lee, Vance, Wake, and Warren Counties. All of the funding goes through FY '28, which totals to a \$5.17 million total expenditure.

Meyer thanked Carlton for presentation of the statewide projects and asked if there were any questions. There were no questions from the group.

*Michael Abuya moved to approve. Hanna Cockburn seconded. The TCC voted unanimously to approve.*

### **3. Planning Agreements with Neighbor MPOs: Burlington Graham, High Point, Winston-Salem**

Gregory Carlton introduced the next item. Carlton presented a map to the group of the Burlington-Graham MPO's boundary line in relation to the Greensboro urban area, where there has recently been an expansion into our MPO's jurisdiction near Sedalia. This expansion was caused by the newest census, but will not affect who we work with. A second map was presented that showed how the Greensboro Urban Area has expanded into High Point's jurisdiction south into Jamestown. However, Jamestown will still be working with the Highpoint MPO. There were also some changes near Sandy Ridge Road, near the airport, and also along Piedmont Parkway near I-40 and I-73. A map of Winston Salem's MPO boundary was then shown, where parts of Kernersville has slightly expanded into the Greensboro MPO. Greensboro will be working with Winston-Salem to service this area. The recommendation is that the TCC will approve the memorandums of agreement with the neighboring MPOs.

Meyer thanked Carlton for the presentation of the planning agreement and asked if there were any questions. Kelly Larkins asked if next time this situation happens, if the Greensboro MPO reserves the right to move the boundary. Meyer responded that yes, the boundary can move, and reminded the group that the urbanized areas are considered a type of statistical fiction and the boundaries can change as the census criteria change. There were no other questions or comments from the group.

*Kelly Larkins moved to approve. Mark Kirstner seconded. The TCC voted unanimously to approve.*

#### 4. MPO Bylaws Update: TAC & TCC

Meyer introduced updates of the TCC bylaws, which were last updated in 2013. There were two changes that were recommended. The first is a change to the quorum provisions to add the Parks and Recreation Director for Greensboro as a voting member, and to flip out Guilford County Parks and Recreation Director to a special voting member (not counted for the purposes of a quorum). The second are changes to reflect current operating procedures in several areas. These include virtual meetings (now held), removal of the State Ethics Act requirements for TCC members, updates to the officer selection process and the TCC administration processes for election and appointments of officers, and removal of gendered language from the selection process.

The recommendation is that the TCC would approve and endorse the updates to the bylaws. There were no questions or comments from the group.

*Mark Kirstner moved to approve. Hanna Cockburn seconded. The TCC voted unanimously to approve.*

## **Business Items / Potential Action Item(s):**

### **1. Prioritization 7.0 Draft Project List**

Meyer then gave the update on the Prioritization 7 process. As a big picture overview, Meyer explained that it starts with the identification of candidate projects by both the MPOs and NCDOT Highway Divisions. The MPO submits 23 projects for each mode, including projects from a group of projects previously submitted in past Prioritization processes that were not chosen. Meyer explained that the MPO is now in the first phase (MPO Candidate Project Submission process) and will continue on to the NCDOT Quantitative Scoring procedure, which will take up a large portion of time and whose results will not be released until next year. At that point, the MPO and the division will both have an opportunity to assess the projects, how they scored, and allocate a limited number of local input points to demonstrate and document the top priorities for the area. Right now the MPO is working to finalize its project submittal list, which will be submitted after minor changes are made during the next few weeks.

The staff go through a vigorous process to ensure that quality and efficient projects are packages and submitted so that they have a good chance of being chosen and meeting the community's needs as a whole. Meyer then showed the group a small portion of the list that is being evaluated for submittal. The project description information, the specific improvement type that's currently under consideration for the project, current cost information, and Prioritization 6 score results. The public review period will start on August 10 and run for 30 days until September 12. August 17, the MPO will hold a meeting in person and on zoom. The final document will be brought back for approval on September 20. A press release will be published and a final draft list will be produced for TCC and TAC review. Lydia McIntyre called attention to the nature of the projects submitted by the town of Oak Ridge, Summerfield, and Pleasant Garden, and the Parks and Recreation Department.

There were no comments or questions about this update from the group.

### **2. Division Engineer Report**

Chad Reimakoski gave the Division 7 report. Reimakoski commented that there were no other updates than what were given on the project update report sent earlier.

There were no comments or questions about the Division 7 report.

### 3. Project Updates

Jason Geary gave the updates on projects, which included:

- The Greenway. Bids will be opening August 15 and will be opening regardless of the number of bids. [TIP]
- The bids for Murrow Boulevard Bridge (EL-5101DR) did open and the project is going to council in August, after which the contract will start in January.
- The department's sidewalk improvement contract (U-5532E) has been advertised and the bid will be opening on August 31.
- The last few items for the Davie Street bid are being wrapped up and the bid will go out in September.
- Current construction projects:
  - The Alamance Church Road project is on the same schedule as the Davie Street bid, hoping to be paved by the end of the year.
  - Eugene and Bellemeade Streets- Bellemeade is finally open to commerce. Eugene Street will continue sometime mid-September and hopefully be completed by the end of this year.
  - The Greene Streetscape will continue after some waterline tie-ins at Greene Street are completed.
  - The work on Summit Avenue is done except for a few thermos markings and crosswalk stampings on Green Street.

After there were no comments or questions from the group, Meyer continues on to project updates from NCDOT.

**Tyler Meyer mentioned that Reimakoski already gave the update included previously in the meeting.**

### 4. Strategic Reports

Gregory Carlton introduced the first report, which pertained to the Public Participation Plan. Carlton made the TCC aware that minor revisions has been made to the Plan, which were in the 45-day public review period that started August 4. The changes allow the TCC and TAC chairs more flexibility in deciding whether to host virtual meetings or not and discretion in setting meeting locations and parameters, of course while adhering to state bylaws. Another change allows electronic submittal of documents to the Guilford County Commissioners Office and Division, allowing members of the public to request a physical copy be printed. It is expected for this plan to be brought before the TCC and the TAC in September. There were no comments or questions for the committee.

Gregory Carlton then introduced another change. On July 5, Greensboro's Chief Information Officer Rodney Roberts released guidance urging staff to switch meetings from Zoom to Microsoft Teams due to vulnerabilities that Zoom can bring. Microsoft Teams also offers more effective management control and enhanced security features and options for users with accessibility needs, as well as enhanced transcription services. Carlton and GDOT'S Yuan Zhou have spent the past two weeks figuring out how the switch would be made if chosen by the TCC and used by the next meeting. Meyer stated again that Microsoft Teams has a transcription function that would replace the current software service that is used.

Meyer then introduced the next report pertaining to the draft 2024 to 2033 MTIP, which is being finalized in its draft version. The draft version will be put out for public review between August 10 and September 12, along with the Prioritization 7 needs list. For this MTIP, a different format and platform was used. Replacing a flat PDF document is an ESRI Arc Story Map with the MTIP broken into chapters. The new platform should be easier to use, with features such as a zoom able map with projects and relevant information. Each story map chapter (or project) have tables and various other graphic features with text in a more accessible format. There will be another public comment period for this as well and will run concurrently with the Prioritization 7 list and have the same public meeting on August 17. The final document will be presented at the September 20 meeting for approval. The MPO will also go to an Excel format for the MTIP, similar to what the DOT has done for the STIP, and be updated live in the future when amendments or modifications occur.

Meyer also updated the group on the long range transit plan for GTA GOBORO 2045. A meeting was held recently with the consultant team to think about the transit options that the plan would study in more detail and get public feedback on. The public review phase will begin in the fall, ideally September or early October.

FHW updates that were given in the TCC packet were mentioned by Meyer. That information included information about upcoming grant opportunities, recent funding awards, recent publications, and upcoming webinars. Meyer asked Suzette Morales if she would want to offer any additional comments. Morales stated that the FHWA started getting updates a few months ago, and it would be helpful for TCC members to be aware of what is going on nation-wide and what projects could be applied for. There were no comments or questions from the committee.

## **Other Items:**

### **1. Member Agency Updates**

Meyer then opened the floor to any updates from member agencies. There were no updates from member agencies. Alex Rotenberry from NCDOT IMD gave an update. There is a quarterly IMD (Integrated Mobility Division) webinar that is coming up on August 24 at 10am which has recently been advertised. The quarterly update will regard various things such as micro transit, trail feasibility studies, and regional transit plans. Guest speakers will also be attending. Links to more information were put in the meeting chat box by Rotenberry.

Mark Kirstner added that PART was moving along with the adoption of their new server and collector plan. Craig McKinney mentioned that the City of Greensboro has adopted said server and collector plan, and other municipalities will adopt it soon.

Mark Kirstner also mentioned that PART has completed the collection phase of the Household Travel Survey and that the final report is being worked on, expected to be completed by the end of the month. The survey is a major input piece to the regional travel demand model. Kirstner also reminded the group that if they have not moved into developing the scenarios for the growth allocation project, now is the time.

Craig McKinney stated that if the decision was made for the TCC to adopt Microsoft Teams as their new meeting platform that previous meetings scheduled through Zoom will need to be cancelled. Alex Rotenberry had two questions regarding virtual meetings. The first was if it is staffs intention to maintain a virtual meeting for all TCC meetings moving forward, and the second is if other meetings, such as subcommittee meetings, will also now be moving away from Zoom? Meyer responded that as long as the TAC determines to meet in virtual format, the TCC will follow suit. However, if the TCC prefers to meet in person, that can be arranged and discussed as well. Gregory Carlton mentioned that BPAC meetings are already on Teams and has been successfully used for that committee. After a brief history of the MPOs meeting platforms, Michael Abuya commented that with Teams it is easier to share documents.

## **2. Wrap- Up & Adjournment**

Meyer established the next TAC meeting will be as August 9, 2023 at 2:00 PM.

Elizabeth Jernigan made a motion to adjourn, and the motion was accepted by acclamation. **Tyler Meyer adjourned the meeting at 2:57 PM.**