

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
MAY 16, 2019
2:00 P.M.
SECOND FLOOR, CONFERENCE ROOM,
BRYCE A. STUART MUNICIPAL BUILDING**

MEMBERS PRESENT:

Margaret Bessette, Assistant Planning Director, CCPB
Cary Gentry, Senior Environmental Specialist, FCOEAP
Dan Corder, Village Administrator, Village of Tobaccoville
Kelly Bennett, Project Planner, Forsyth County
Aaron King, Director, CCPB
Lawrence Holdsworth, Planner, PTRC
Mike Grinnell, Public Works Director, Village of Clemmons
Amy Litz, Planner, Davie County
Stacey Tolbert, Planner, Town of Lewisville
Pat Ivey, Division 9 Division Engineer, NCDOT
Scott Snow, Manager, Town of Walkertown
Chris Jensen, Engineer, Town of Kernersville
Donna Woodson, Transit Director, WSTA
J. Hank Graham, Acting Planning Development Coordinator, WSDOT
Daryl Vreeland, Urban Area Coordinator, NCDOT

PRESIDING: Toneq' McCullough, Chairman, WSDOT

STAFF PRESENT:

Fredrick Haith, Division 9 Planning Engineer, NCDOT
Richard Jones, Transportation Manager, Davidson County
Mark Kirstner, Director of Planning, PART
Jordan Payne, Senior Environmental Specialist, FCOEAP
Heather Curry, Analyst, Budget
Jeff Fansler, Deputy Director, WSDOT
Matthew Burczyk, Transportation Project Planner, WSDOT
Byron Brown, Transportation Principal Planner, WSDOT
Brenda King, Financial Manager, WSDOT
Kelly Garvin, Transportation Engineer, WSDOT
Ben Hucks, Intern, WSDOT

RECORDING SECRETARY: Laura Whitaker, WSDOT

1. Citizen Comments

No one present.

Action Items

2. Consideration of the March 21, 2019 TCC Meeting Minutes

Presented by Chairman Toneq' McCullough.

MOTION: Margaret Bessette moved approval of the minutes.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of Amendments and Modifications to the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP)

Presented by Byron Brown.

- The Fiscal Year (FY) 2018-2027 Metropolitan Transportation Improvement Program (MTIP) is a comprehensive list of all transportation projects programmed for the Winston-Salem Urban Area and must be a subset of the Winston-Salem Urban Area 2040 Metropolitan Transportation Plan (MTP) and match Winston-Salem Urban Area MPO projects in the FY 2018-2027 State Transportation Improvement Program (STIP).
- The 2040 MTP and the Air Quality Conformity Determination Report (AQCDR) were adopted by the TAC on September 17, 2015. The FY 2018-2027 MTIP was adopted by the TAC on November 16, 2017.
- The North Carolina Department of Transportation (NCDOT) regularly updates the STIP to include new projects and modify existing projects.
- Any STIP amendment for new statewide projects or projects within the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) will trigger a MTIP amendment.
- STIP amendments for regionally significant projects that have significant project revisions or extend the Federal Highway Administration (FHWA) 4-year funding period or modeling horizon years require an AQCDR. Modifications to the STIP do not require adoption but are provided for information.
- As required by the WSUAMPO's Public Participation Policy, the amendments and modifications to the FY 2018-2027 MTIP are available for public review and comment for at least 30 days.
- February modifications were reviewed between February 15, 2019 and March 17, 2019.
- March modifications were reviewed between April 5, 2019 and May 7, 2019.

MOTION: Margaret Bessette moved approval.

SECOND: Scott Snow

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of the FY 2019 Federal Transit Administration (FTA) Formula Program Section 5307 Funding Allocations for the Winston-Salem Urban Area, the Program of Projects (POP), and amending the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) for Operating and Capital Assistance

Presented by Byron Brown.

- Transit systems located in urbanized areas of more than 200,000 in population are eligible to use Federal Transit Administration (FTA) Sections 5307 funds for operating and capital assistance.
- The FTA has announced that the Winston-Salem Urban Area is eligible to receive a FY 2019 apportionment for \$4,950,845.
- There are three transit agencies in the MPO eligible to receive 5307 funding based upon data reported to the National Transit Database (NTD): Davidson County Transportation (DCT), Piedmont Authority for Regional Transportation (PART), and Winston-Salem Transit Authority (WSTA).
- Additionally, \$55,000 will be distributed to agencies providing services traditionally eligible under the Job Access Reverse Commute (JARC) program, which provides for job access for low-income individuals.
- Based upon policies adopted by the Winston-Salem Urban Area MPO in 2017, funding will be distributed in accordance with the formula developed by FTA in Table 3A.
- Based upon these percentages, Davidson County will receive \$217,793, PART will receive \$640,250 and WSTA will receive \$4,037,802.
- On Thursday, April 11, 2019, staff held a joint allocation meeting with the eligible agencies to confirm that the funding identified would be used by the agency.
- In accordance with federal standards, the Program of Projects (POP) outlines how each of the transit authorities will use these funds and public participation requirements.
- The public participation period was held for 30 days between April 15 and May 15, 2019.
- The Public Hearing is scheduled to occur at the Transportation Advisory Committee (TAC) meeting on May 16, 2019 to provide maximum opportunities for public engagement and feedback.
- In order for any of these agencies to receive the Section 5307 funds, the 2018-2027 Metropolitan Transportation Improvement Program (MTIP) must be amended to include operating and capital assistance for each agency funded from 5307 funds totaling \$4,950,845.
- Once the allocation of funding is approved by the TAC, programmed and amended in the MTIP and then amended in the 2018-2027 State Transportation Improvement Program, applications will be finally submitted to FTA.
- The City of Winston-Salem must also execute a Split Letter with PART to receive these funds.

MOTION: Margaret Bessette moved approval.

SECOND: Scott Snow

VOTE:

FOR: Unanimous

AGAINST: None

5. Consideration of the FY 2019 Federal Transit Administration (FTA) Bus and Bus Facilities Grant Program, Section 5339, for the Winston-Salem Urban Area, Amending the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) for Bus and Bus Facilities Rehabilitation

Presented by Byron Brown.

- The Federal Transit Administration (FTA) Section 5339 program is a formula based grant program to replace, rehabilitate and purchase buses and bus facilities.
- The program provides available federal resources to eligible direct recipients that operate fixed route bus services or that allocate funding to fixed route bus operators. The program originated through the Moving Ahead for Progress in the 21st Century Act (MAP-21) which changed the program from discretionary to formula based.
- Funding is designated to states and designated recipients in urbanized areas (200,000 people or more).
- The Winston-Salem Urban Area is eligible to receive a FY 2019 apportionment of \$584,533.
- The Winston-Salem Transit Authority (WSTA) has expressed an interest in using the available funds to purchase four TransAid Vans and one Support Vehicle to replace aging fleet and the remaining funds for transit facility rehabilitation projects.
- In accordance with federal standards, the Program of Projects (POP) outlines how each of the transit authorities will use these funds and public participation requirements.
- The public participation period was held for 30 days between April 15 and May 15, 2019.
- The Public Hearing is scheduled to occur at the Transportation Advisory Committee (TAC) meeting on May 16, 2019 to provide maximum opportunities for public engagement and feedback.
- In order for WSTA to receive the Section 5339 funds, the 2018-2027 Metropolitan Transportation Improvement Program (MTIP) must be amended to include a total of \$584,533 in FTA Section 5339 funds and \$146,133 in local funds for the required 20% match with a grand total of \$730,666 for WSTA to implement transit facility rehabilitation projects.
- The next steps include approval by the TAC, programming and amending of the (MTIP), amending the 2018-2027 State Transportation Improvement Program and submission to FTA.

MOTION: Pat Ivey moved approval.

SECOND: Margaret Bessette

VOTE:

FOR: Unanimous

AGAINST: None

Information Items for Future Action

6. Review of Supplemental Transportation Planning (PL) Grant Funding for Fiscal Year 2019-2020 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area Metropolitan Planning Organization

Presented by Hank Graham.

- On April 1, 2019 the North Carolina Department of Transportation distributed supplemental funding allocation for Transportation Planning (PL) grant funds in the amount of \$196,254 to the Winston-Salem Metropolitan Planning Organization (MPO).
- The Unified Planning Work Program identifies the transportation planning projects and work tasks scheduled for the fiscal year, the estimated amount of Federal and State highway and transit planning funds that will be used to complete the work and the required local funding matches.
- On March 21, 2019, the Transportation Advisory Committee approved \$664,478 in total PL funds.
- The Supplemental PL funding allocation provides a total of \$727,836 in PL federal allocation requiring \$181,959 in local match for a total of \$909,795 in total PL funding to be programmed.

7. Review of the Prioritization 6.0 Schedule and Call for Projects

Presented by Kelly Garvin.

- Kelly distributed a Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) Prioritization 5.0 Draft Funded Projects handout.
- The original Transportation Reform was initiated under Executive Order No. 2 in 2009.
- It mandates a professional approval process for project selection. In response, the North Carolina Department of Transportation (NCDOT) created the Strategic Prioritization Process.
- The first version of the Strategic Prioritization Process (Prioritization 1.0) was used to support development of the FY 2012-2018 Transportation Improvement Program (TIP).
- Significant changes have been made to the process and were driven by House Bill 817 also known as Strategic Transportation Investments (STI).
- The bill established funding tiers (Statewide, Regional, and Division) and allocations across all modes.
- The Winston-Salem Urban Area Metropolitan Planning Organization projects include the following:
 - Carryover Projects - Projects that automatically carry over from P5.0 for evaluation in P6.0 and do not count as new submissions
 - Existing Projects - Projects that DO NOT automatically carry over from P5.0 for evaluation in P6.0
 - New Project Submittals - The WSUAMPO can submit twenty-three (23) new project submittals. Note: Existing Projects if submitted for P5.0 evaluation, count towards the New Project Submittal limit of 23.
- The WSUAMPO issued a call for project from April 15 to May 17, 2019 and is currently reviewing these projects.

- A list of recommended projects will be made available for review by the TAC on July 18, 2019.

8. Review of an amendment to the Winston-Salem Urban Area Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) to adjust Surface Transportation Block Grant Direct Attributable (STBG-DA) and Flex funding for Three (3) Select Projects in the Village of Clemmons

Presented by Kelly Garvin.

- The Village of Clemmons is requesting additional funding for the Highway 158 Sidewalk and Yadkin River Greenway, Phase I project.
- At the request of the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) staff, the Village of Clemmons reviewed their list of approved STBG-DA/STBG Flex projects and is seeking to delete two previously selected projects with lower priorities to fund this project.
- The Village is proposing to delete the following projects totaling \$630,400 in STBG-DA and STBG-DA Flex funds:
 - Pedestrian Improvements at the following locations: Lewisville-Clemmons Road and Allegacy Way; US 158/Middlebrook Drive/Lewisville Clemmons Road; Fair Oaks Drive and Harper Road; Lewisville-Clemmons Road and Stadium Drive (\$360,000)
 - Sidewalk Project on US 158 from the Stadium Dr. intersection to the Kinnamon Village Shopping Center (\$270,400)
- The TAC approved \$1,296,800 in STBG-DA/STBG Flex funds on March 19, 2015 for the Highway 158 Sidewalk and Yadkin River Greenway, Phase I project.
- The utility phase of this project produced a higher cost than initially estimated.
- As a result, the Village of Clemmons is requesting an additional \$630,400 in STBG-DA/STBG Flex funds.
- The new estimate for the project is now \$2,638,000 (\$2,110,400 in STBG-DA/STBG Flex and \$527,600 in local match)
- The approval of this funding will also amend the 2018-2027 MTIP and be sent to NCDOT to modify the State Transportation Improvement Program (STIP).

Information Items

9. Review of the Transportation Alternatives - Direct Attributable (TA-DA) and Surface Transportation Block Grant - Direct Attributable (STBG-DA) Funding Swap

Presented by Kelly Garvin.

- Review of the Transportation Alternatives - Direct Attributable (TA-DA) and Surface Transportation Block Grant - Direct Attributable (STBG-DA) Funding Swap.
- On March 6, 2019, the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) was notified of the upcoming Transportation Alternative – Direct Attributable (TA-DA) rescission of \$2,001,326 for our MPO.

- As a result of this notification and in an effort to use these funds before the September 1, 2019 deadline, the WSUAMPO is requesting the swap, by the North Carolina Department of Transportation (NCDOT), of some of the MPO's already obligated Surface Transportation Block Grant – Direct Attributable (STBG-DA) funds for Transportation Alternatives - Direct Attributable (TA-DA) funds.
- Between September 2012 and May 2019, through a competitive selection process, the WSUAMPO Transportation Advisory Committee (TAC) approved a total of \$4,384,153 of Surface Transportation Block grant Direct Attributable (STBG-DA) for the town of Kernersville, South Main street project (W-5510).
- A letter (included in the agenda book) was signed by the TAC chair and sent to NCDOT on May 1, 2019 requesting that a portion of the available TA-DA funds up to the maximum amount allowed under the FAST Act provision be used to cover part of the cost of the W-5510 project in lieu of the programmed STBG-DA funds.
- The remaining portion allowed will be swapped from STBG-DA to TA-DA as an administrative modification by NCDOT for MPO projects that are ready to proceed with the preliminary engineering phase but for which funds have not yet been obligated.
- MPO staff continues to work closely with NCDOT to ensure no funding is lost.
- Any modifications or amendments to the current MTIP will be made as an administrative modification per the WSUAMPO's Public Participation Policy.

10. TCC Only: STBG-DA and TAP-DA Projects Update

Presented by Kelly Garvin.

- Kelly distributed a Winston-Salem Urban Area MPO STBG-DA/FLEX Project Update handout.
- The purpose of the handout is to update staff on projects status.
- Updated information in this format will be presented at future TCC meetings.

Fred Haith requested that let dates be added to the update.

Chris Jensen requested project managers be added to the update and also requested the information be emailed to staff.

Toneq' McCullough stated that a presentation for any project would be added to the agenda, upon request.

11. Piedmont Triad Regional Freight Study Update

Presented by Mark Kirstner, PART.

- The Piedmont Authority for Regional Transportation (PART) houses the Piedmont Regional Transportation Model (PTRM), which is a vital component for updating and forecasting of necessary transportation needs in our region.
- The Piedmont Authority for Regional Transportation (PART) is currently in Phase 3 of the Piedmont Triad Freight Study.

- The study, in part, will be used to inform land use planning, transportation planning and project prioritization.
- The freight model originally used a typical trip-based methodology but the ability to realistically reflect and analyze freight movements was limited.
- Now the freight model will use a Tour Based Freight Model that will represent characteristics of firms and shipments, link buyers and suppliers, capture trip chaining and differentiate freight versus commercial vehicles.
- Combining freight data sources is important for understanding trucks movements and in identifying and blending data sources.
- Output dashboard, built at the end of each scenario run, will provide access to summary charts and maps of outputs from each of the four main freight model components.
- The survey to collect behavioral data cost \$437,500 (\$350,000 in State funds and \$87,500 in PART and MPO funds).
- Phase IV will include a regional freight mobility plan, congestion management, structural improvements, intermodal facilities and mega sites.

12. MPO Staff Reports

a. NCDOT Division 9 Transportation Projects Update

Presented by Fred Haith.

- Fred distributed a Purpose and Needs form.
- The form is due by September 2019 and includes new, old and holding tank projects.

b. NCDOT Transportation Planning Update

Daryl Vreeland is the Winston-Salem MPO's new Urban Area Coordinator from NCDOT.

c. Piedmont Triad Regional Council of Governments Update

Presented by Lawrence Holdsworth.

- There will be a regional planning process meeting for Davie, Yadkin and Surry counties on May 22, 2019.

d. Forsyth County OEAP Air Quality Update

Nothing new to report.

e. Bicycle and Pedestrian Facilities Projects Update

Presented by Matthew Burczyk.

- The City of Winston-Salem has been selected to participate in the NCDOT's Watch for Me NC campaign, which will begin in May and continue to the end of 2019.

- The Watch for Me NC program involves two key elements: 1) safety and educational messages directed toward drivers, pedestrians and bicyclists, and 2) high visibility enforcement efforts by area police to reduce violations of traffic safety laws.
- Winston-Salem DOT and Winston-Salem Police Department will partner with other agencies to implement the program using materials and techniques provided by NCDOT.
- Various Walk and Roll events will be held throughout the Memorial Day weekend.

f. Winston-Salem Transit Authority (WSTA) Update

- Nothing new to report.

g. Piedmont Authority for Regional Transportation (PART) Update

Presented by Mark Kirstner.

- Mark distributed a PART survey.
- In August digital fare will be available to PART riders.
- PART is implementing a fare capping program: once a rider reaches the monthly cost to ride (\$80) any other trips that month will be at no charge.

h. Davidson County Transportation

Presented by Richard Jones.

- Ridership is up by 13%.

i. Title VI Compliance Update

Nothing new to report.

j. MPO Calendar of Activities

Nothing new to report.

k. Legislative Update

Nothing new to report.

l. Ethics Liaison

Presented by Margaret Bessette.

- Thanked all for help in ethics paperwork submittal, only one member needs to submit paperwork.
- Staff will begin a digital option for future agenda packet materials.

13. Next Meeting/Adjourn Meeting

- July 18, 2019

Adjournment 3:05 pm