

MEMORANDUM

DATE: January 8, 2018

TO: Winston-Salem Urban Area MPO Technical Coordinating Committee (TCC)

FROM: Margaret C. Bessette, Assistant Planning Director and TAC Secretary
e-mail: margb@cityofws.org; office phone: (336) 747-7058

SUBJECT: Agenda for the January 17, 2019 TCC Meeting at 2:00 p.m.

PLACE: Stuart Municipal Building, Planning Board Conference Room (2nd Floor)

AGENDA

1. Citizen Comments (Chairman Toneq' McCullough)

Action Items

2. Election of Officers (Chairman Toneq' McCullough)
3. Consideration of the November 15, 2018 TCC Meeting Minutes (Enclosed) (Chairman Toneq' McCullough)
4. Review and consideration for a request for funding for Services, Materials, and Activities associated with the update of the Comprehensive and Metropolitan Transportation Plans, amending the 2018-2019 Unified Planning Work Program (UPWP) utilizing Section 104(f) Planning funds. (Enclosed) (Byron Brown)

Information Items for Future Action

5. Consideration of Amendments and Modifications to the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) (Enclosed) (Byron Brown)
6. Review of the Draft Fiscal Year 2019-2020 Unified Planning Work Program (UPWP) (Enclosed) (Hank Graham)
7. Review of the Winston-Salem Urban Area MPO, 2019 Federal Certification Review (Enclosed) (Hank Graham)
8. Consideration of Endorsement Resolution for the Piedmont Legacy Trails Initiative (Enclosed) (Matthew Burczyk)
9. Review of Letter of Support designating US 52 from I-40 to the Winston-Salem Northern Beltway, Western Loop as Future I-285 (Enclosed) (Byron Brown)
10. Review of the Call for Projects for Prior Year Federal Congestion Mitigation and Air Quality (CMAQ) Funds for the Winston-Salem Urban Area Metropolitan Planning Organization (Enclosed) (Kelly Garvin)

11. MPO Staff Reports (Enclosed)
 - a. NCDOT Division 9 Transportation Projects Update (Pat Ivey)
 - b. NCDOT Transportation Planning Update (James Upchurch)
 - c. Piedmont Triad Regional Council of Governments Update (Lawrence Holdsworth)
 - d. Forsyth County OEAP Air Quality Update (Cary Gentry)
 - e. Bicycle and Pedestrian Facilities Projects Update (Matthew Burczyk)
 - f. Winston-Salem Transit Authority (WSTA) Update (Donna Woodson)
 - g. Piedmont Authority for Regional Transportation (PART) Update (Scott Rhine)
 - h. Davidson County Transportation (Richard Jones)
 - i. Title VI Compliance Update (Kelly Garvin)
 - j. MPO Calendar of Activities (Byron Brown)
 - k. Legislative Update (Evan Koff)
 - l. Ethics Liaison (Margaret Besette)
12. Next Meeting/Adjourn Meeting (Chairman Toneq' McCullough)

Next meeting: February 21, 2019

This agenda is available in alternative media forms for people with disabilities. Individuals with disabilities who require assistance or special arrangements to participate in programs and activities of the Technical Coordinating Committee (TCC) of the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) are encouraged to contact the Winston-Salem Department of Transportation at least 72 hours in advance so that proper accommodations can be arranged. For information, call 336-727-8000 (727-8319 TTY).

**MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
NOVEMBER 15, 2018
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
Scott Buffkin, Manager, Village of Clemmons
Kelly Bennett, Project Planner, Forsyth County
Scott Snow, Manager, Town of Walkertown
Megan Garner, Manager, Town of Rural Hall
Scott Rhine, Director, PART
Fred Haith, Division 9 Planning Engineer, NCDOT
Joe Geigle, Community Planner, FHWA
Jeff Hatling, Community Development Director, Town of Kernersville
Hank Perkins, Town Manager, Town of Lewisville
Donna Woodson, Transit Director, WSTA
J. Hank Graham, Acting Planning Development Coordinator
Lawrence Holdsworth, NW Piedmont RPO
James Upchurch, Urban Area Coordinator, NCDOT

PRESIDING: Toneq' McCullough, Chairman, WSDOT

STAFF PRESENT:

Phillip Craver, NCDOT
Chris Jenson, Engineer, Town of Kernersville
Richard Jones, Transportation Manager, Davidson County
Jordan Payne, Senior Environmental Specialist, FCOEAP
Heather Curry, Analyst, Budget
Matthew Burczyk, Transportation Project Planner, WSDOT
Byron Brown, Transportation Principal Planner, WSDOT
Brenda King, Financial Manager, WSDOT
Kelly Garvin, Transportation Engineer, WSDOT
Evan Koff, Transportation Planner, WSDOT

RECORDING SECRETARY: Laura Whitaker, WSDOT

1. Citizen Comments

No one present.

Action Items

2. Consideration of the October 18, 2018 TAC Meeting Minutes

Presented by Chairman Toneq' McCullough.

MOTION: Scott Buffkin moved approval of the minutes.

SECOND: Scott Snow

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 2018-2027 Metropolitan Transportation Improvement Program (MTIP) is a comprehensive listing 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 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) triggers the amendment of the MTIP.
- STIP amendments for regionally significant projects that have significant project revisions or cross 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 were available for public review and comment for at least 30 days which occurred from September 7 through October 10, 2018.

MOTION: Scott Rhine moved approval.

SECOND: Hank Perkins

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of Endorsement of Targets for Performance Measures for Asset Conditions (PM2) and System Reliability (PM3) established by North Carolina Department of Transportation and (NCDOT) and Amendment to the 2040 Metropolitan Transportation Plan

Presented by Evan Koff.

- On May 18, 2018 the North Carolina Department of Transportation (NCDOT) established and submitted their performance measures (PM) and targets for asset condition (PM2) and system.
- These performance measures and targets were established through coordination with the 19 Metropolitan Planning Organizations (MPOs) in North Carolina through a series of work group meetings, webinars and email communications between the winter of 2017 and spring of 2018.
- As with the NCDOT safety performance measures and targets the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) supported in February of this year, North Carolina MPOs have until November 16, 2018 to endorse and support the State's targets or set their own targets.
- WSUAMPO staff recommends endorsement and support of the State's asset condition and system reliability performance measures and targets.
- The 2040 Metropolitan Transportation Plan (MTP) will need to be amended to include the endorsed measures and targets.
- Amendments to the WSUAMPO MTP requires a 30 day public review period, which took place from September 7, 2018 to October 10, 2018.
- There are no repercussions for MPOs that support the State's targets and subsequently do not meet or make significant progress toward meeting those targets.

MOTION: Margaret Bessette moved approval.

SECOND: James Upchurch

VOTE:

FOR: Unanimous

AGAINST: None

Information Items for Future Action

5. Review of the Call for Projects for Prior Year Federal Congestion Mitigation and Air Quality (CMAQ) Funds for the Winston-Salem Urban Area Metropolitan Planning Organization

Presented by Kelly Garvin.

- Congestion Mitigation & Air Quality (CMAQ) is a federal program that funds transportation projects and programs in air quality nonattainment and maintenance areas to help achieve and maintain national standards for air quality pollutants.

- In North Carolina, the North Carolina Department of Transportation (NCDOT) serves as the administrator for this program.
 - Funding is apportioned to North Carolina based on the population in non-attainment and maintenance areas of the state and the severity of air quality problem.
 - On July 19, 2018, the Transportation Advisory Committee (TAC) approved the swap of CMAQ funds for Surface Transportation Program – Direct Attributable (STP-DA) funds.
 - As a result, \$2,939,082 of CMAQ money was made available to be applied to eligible projects in the Winston-Salem Urban Area Metropolitan Planning area.
 - CMAQ funds represent 80% of a project’s total cost. The remaining 20% is the responsibility of the locality.
 - Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) staff issued a call for projects on November 8, 2018 which will close December 10, 2018.
 - Because these funds are from FY 2016 and FY 2017, they are subject to rescission in September of 2019 and therefore must be obligated before this date.
 - For this reason, projects that are ready for construction as well as transit projects are highly recommended and preferred for this call.
 - The WSUAMPO’s adopted process will be used for evaluating projects.
- 6. Review of a Federal Transit Administration (FTA) Formula Program Section 5307 Funding Allocations for Winston Salem Urban Area for Fiscal Year 2019 and Plans to Amend the Metropolitan Transportation Improvement Program**

Presented by Toneq’ McCullough.

- 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 Winston-Salem Urban Area received \$4,752,137 in FY 2018.
- MPO staff anticipates the FY 2019 apportionment will be approximately the same. The FY 2019 Federal Fiscal year began October 1, 2018.
- Staff is bringing this item for information so that when FTA announces the FY 2019 Section 5307 funding availability, there will not be a delay in allocating these funds to eligible agencies in the MPO therefore expediting the application process through FTA.
- There currently 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, Piedmont Authority for Regional Transportation (PART), and Winston-Salem Transit Authority (WSTA).
- The number of eligible agencies may increase in future years.
- Additionally, activities traditionally eligible under the Job Access Reverse Commute (JARC) program, which provides for job access for low-income individuals, continue to be an eligible activity for these funds.
- Based upon policies adopted by the Winston-Salem Urban Area MPO in 2017, funding will be distributed in accordance with the percentages developed by FTA.

- Each year, MPO staff shall coordinate a joint allocation meeting with eligible agencies to confirm that the funding identified can be used by the agency and staff will use that information for recommendation to the TAC for final approval and distribution.
- MPO staff will coordinate this meeting once a funding apportionment is announced. Staff will also recommend approval of an amendment to the Metropolitan Transportation Improvement Program (MTIP).

7. Review of the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program and Plans to Amend the Metropolitan Transportation Improvement Program for Fiscal Year 2019

Presented by Toneq' McCullough.

- The Winston-Salem Urban Area will typically receive federal transportation funds to assist eligible agencies in meeting the transportation needs disabled and elderly populations in the urbanized area under the Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) grant program.
- In FY 2018, the Winston-Salem Urban Area MPO (WSUAMPO) received \$357,368 in Section 5310 funding apportionment.
- These funds are allocated to transportation sub-recipients through a competitive process of selection.
- Project proposals are accepted annually.
- Once FTA announces the funding availability for Section 5310 programs, MPO staff will issue a call for projects.
- Staff will also conduct a public funding workshop to discuss Federal Transit Administration (FTA) funding programs, application processes and procedures.
- The FY 2019 Federal Fiscal Year began October 1, 2018.
- Staff is bringing this item for information so that when FTA announces the FY 2019 Section 5310 funding availability, there will not be a delay in recommending eligible agencies for award of these funds therefore expediting the application process through FTA.
- The application process may take another 6-9 months before funds are available for reimbursement to agencies.
- Staff will also recommend approval of an amendment to the Metropolitan Transportation Improvement Program (MTIP) to reflect the funding recommendations once approved.

8. Review of the Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities Grant Program Funding Allocation for the Winston Salem Urban Area for Fiscal Year 2019 and Plans to Amend the Metropolitan Transportation Improvement Program (Enclosed) (MTIP)

Presented by Toneq' McCullough.

- The Federal Transit Administration 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 though the Moving Ahead for Progress in the 21st Century Act (MAP-21) which changed the program from discretionary to formula based.
- Funding is now designated to states and designated recipients in urbanized areas (200,000 people or more).
- The Winston Salem Urban Area received \$619,845 in FY 2018. The FY 2019 Federal Fiscal Year began October 1, 2018. Staff is bringing this item for information so that when FTA announces the FY 2019 Section 5339 funding availability, there will not be a delay in allocating these funds; therefore, expediting the application process through FTA.
- The Winston-Salem Transit Authority (WSTA) is using the available funds FY 2018 funds to purchase five TransAid Vans to replace aging fleet and the remaining funds for transit facility rehabilitation projects.
- MPO staff will bring an item for final approval of allocation once a funding apportionment is announced.
- Staff will also recommend approval of an amendment to the Metropolitan Transportation Improvement Program (MTIP).

Information Items

9. Review of the Winston-Salem Urban Area Metropolitan Planning Organization's (WSUAMPO) Comprehensive Transportation Plan (CTP) and 2040 Metropolitan Transportation Plan (MTP) Update Process

Presented by Byron Brown.

- Transportation planning and investment in the Winston-Salem Urban Area is guided primarily by two documents: the Comprehensive Transportation Plan (CTP), adopted in 2012; and the 2040 Metropolitan Transportation Plan (MTP), adopted in 2015.
- Both documents are due to be updated.
- The CTP is a state-required planning document which represents a community's consensus on the future transportation systems needs to support growth and development over a 20- to 25-year timeframe.
- The MTP is a federally required document which provides a framework for the investment of anticipated federal, state and local funds, based on anticipated needs and regional goals and objectives over the same timeframe.
- The MTP also includes transportation projects, programs, performance measures and policies.
- Both documents are multimodal and require extensive opportunities for public input.
- Over the next year, the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) will update both documents concurrently, which has been encouraged by the State to streamline similar processes for long-range planning.

- The CTP will also utilize new CTP 2.0 mapping standards implemented by the Transportation Planning Division (TPD) of the North Carolina Department of Transportation.
- This update process will require coordination amongst and participation from all of our planning partners, agencies, jurisdictions and citizens.
- MPO staff will lead efforts in creating a Steering Committee to guide the technical aspects and development of this process.
- Our State and Federal partners will also assist in this process to ensure compliance with their respective standards.
- MPO staff will be available to present information on the CTP and MTP process.

10. Review of the Winston-Salem Urban Area Metropolitan Planning Organization’s (WSUAMPO) Title VI/Nondiscrimination Program and Resources

Presented by Kelly Garvin.

- Title VI of the Civil Rights Act of 1964 is a Federal Law which states that:

“No person in the United States shall on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

- The 1987 Civil Rights Restoration Act restored the original intent of the Title VI to include all programs and activities of Federal-aid recipients and contractors whether federally funded or not. This was in direct response to the Grove City College vs. Bell legislation.
- Title VI of the Civil Rights Act of 1964, requires that government, state and local government agencies that are recipients of Federal funds carry out their responsibilities and provide services in a manner that does not discriminate on the basis of race, color, national origin, amongst other protected classes.
- If the MPO is providing any type of assistance (financial or not) and/or oversight in conjunction with the project, e.g., the project was part of the TIP and/or the MPO helped develop the project in some other way, then the MPO will be required to make sure the member agency is in compliance with Title VI for purposes of the project, as the MPO’s programs and activities are regulated by Title VI.
- If the funding came from an isolated source, but the MPO still has involvement with the project, compliance with Title VI will be necessary and the MPO is required to monitor for it. For example if the MPO helped with the feasibility study but the project itself is funded with bond from the member agency, then Title VI compliance is still necessary.
- If the MPO has absolutely no involvement with the project, i.e., the funding came from an isolated source, such as a bond, and the MPO did not help develop the project or is not providing oversight, then monitoring under Title VI is not necessary. In this case although the MPO Title VI coordinator is not required to and will not monitor said project for Title VI compliance, the member agency is still REQUIRED to adhere to Title VI because it is a law!
- There are two Presidential executive orders that place further emphasis upon Title VI protections of race and national origin:

- Executive Order #12898 (“Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations”)
- Executive Order #13166 (“Improving Access To Services For Persons With Limited English Proficiency”)
- In addition to Title VI and the two executive orders described above, there are other Nondiscrimination statutes that afford legal protection such as:
 - 1973 Federal-aid Highway Act (sex)
 - 1975 Age Discrimination Act (age)
 - Section 504 of the 1973 Rehabilitation Act and Americans with Disabilities Act (ADA) of 1990 (disability)
 - Uniform Act of 1970 (persons displaced or property acquired)
- The following statement MUST be inserted in all solicitations for bids and agreements:

“The Winston-Salem DOT in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

- The Winston-Salem Urban Area Metropolitan Planning Organization has the responsibility for ensuring that the requirements of Title VI are recognized and enforced locally.
- It is also the responsibility of the Title VI coordinator to regularly educate the MPO staff and Boards on the program and policies.

Staff Reports (Presentation by Staff at Request of TAC Only)

11. MPO Staff Reports

a. NCDOT Division 9 Transportation Projects Update

Fred Haith distributed an unofficial P5.0 Data handout, for information purposes only.

b. NCDOT Transportation Planning Update

Nothing new to report.

c. Piedmont Triad Regional Council of Governments Update

Presented by Lawrence Holdsworth.

- Legacy of Trails is requesting a Resolution of Support from local municipalities.
- Possible presentation from the Legacy of Trails at a future committee meeting.
- Regional Transportation Plan is in the beginning stages.
- A consulting firm has been hired for Yadkin County Bike Plan.
- The Piedmont Triad Professional group will be having “Lunch and Learns” beginning in March.

d. Forsyth County OEAP Air Quality Update

Nothing new to report.

e. Bicycle and Pedestrian Facilities Projects Update

Presented by Matthew Burczyk.

- The bike plan is close to completion.
- A draft of the plan will be presented to the committee at an upcoming meeting.
- The plan will dovetail nicely with the regional transportation plan.
- Winston-Salem will hold the State Bike Week Summit in the Summer/Fall of 2019.

f. Winston-Salem Transit Authority (WSTA) Update

Nothing new to report.

g. Piedmont Authority for Regional Transportation (PART) Update

Nothing new to report.

h. Davidson County Transportation

Nothing new to report.

i. Title VI Compliance Update

Nothing new to report.

j. MPO Calendar of Activities

Presented by Byron Brown.

- The North Carolina Transportation Summit will be held at the Raleigh, NC Convention Center on January 9 and 10, 2019.

k. Legislative Update

Nothing new to report.

1. Ethics Liaison

Nothing new to report.

12. Next Meeting/Adjourn Meeting

- Next TCC meeting will be January 17, 2019.

ADJOURNMENT 3:30 pm

**Winston-Salem Urban Area
Metropolitan Planning Organization (MPO)
Transportation Planning Calendar of Activities
January 17, 2019**

Beginning of January 2019

2020-2029 Draft STIP Released

January 8, 2019

CTP/MTP Update Steering Committee Meeting

January 9 -10, 2019

North Carolina Transportation Summit, Raleigh NC

January 17, 2019

Regular meeting of the TAC and TCC

February 21, 2019

Regular meeting of the TAC and TCC

February 27 – March 1, 2019

NC GIS Conference 2019, Winston-Salem NC

March 15, 2019

4th Annual Piedmont Legacy Trails Summit, Winston-Salem NC

March 21, 2019

Regular meeting of the TAC and TCC

April 24-26, 2019

NCAMPO Conference 2019, Charlotte NC

May 16, 2019

Regular meeting of the TAC and TCC

July 18, 2019

Regular meeting of the TAC and TCC

September 19, 2019

Regular meeting of the TAC and TCC

November 21, 2019

Regular meeting of the TAC and TCC

SAVE THE DATE



**PIEDMONT
LEGACY
TRAILS**

4TH ANNUAL PIEDMONT LEGACY TRAILS SUMMIT

**Friday, March 15th, 2019
9am-3pm**

**Learn about trails, greenway and blueway
planning, funding and implementation**

**Salem Lake Marina
815 Salem Lake Rd
Winston-Salem, NC 27107**



www.piedmontrails.org