

# MEMORANDUM

**DATE:** February 11, 2020

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

**FROM:** Kelly Garvin, Planning Development Coordinator e-mail:  
kellym@cityofws.org; office phone: (336) 747-6881

**SUBJECT:** Agenda for the February 20, 2020 TCC Meeting at 2:00 p.m.

**PLACE:** Stuart Municipal Building, Planning Board Conference Room (2<sup>nd</sup> Floor)

## AGENDA

1. Public Comments (Chairman Toneq' McCullough)

### Action Items

2. Consideration of the January 16, 2020 TCC Meeting Minutes (Enclosed) (Chairman Toneq' McCullough)
3. Consideration of a checklist certifying the Winston-Salem Urban Area Metropolitan Planning Organization's (MPO) Transportation Planning Process for fiscal year 2020-2021 (Enclosed) (Kelly Garvin)
4. Consideration of the Winston Salem Urban Area Metropolitan Planning Organization Prioritization 6.0 Projects (Enclosed) (Kelly Garvin)

### Information Items for Future Action

5. Review of the Fiscal Year 2020-2029 Metropolitan Transportation Improvement Program (MTIP) Amendments and Modifications for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO). (Enclosed) (Byron Brown)

### Information Items

6. Review of the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) Disadvantage Business Enterprise (DBE) Plan (Toneq' McCullough)
7. Review of the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) Title VI Plan (Toneq' McCullough)
8. The Piedmont Triad Regional Modeling Program: The Importance of Socio-Economic Data (Enclosed) (Mark Kirstner)

## **MPO Staff Reports (Enclosed)**

9. a. STBG-DA and TAP-DA Projects Update (Kelly Garvin)
  - b. NCDOT Division 9 Transportation Projects Update (Pat Ivey)
  - c. NCDOT Transportation Planning Update (Daryl Vreeland)
  - d. Piedmont Triad Regional Council of Governments Update (Lynn Cochran)
  - e. Forsyth County OEAP Air Quality Update (Cary Gentry)
  - f. Bicycle and Pedestrian Facilities Projects Update (Matthew Burczyk)
  - g. Winston-Salem Transit Authority (WSTA) Update (Donna Woodson)
  - h. Piedmont Authority for Regional Transportation (PART) Update (Scott Rhine)
  - i. Davidson County Transportation (DCT) (Richard Jones)
  - j. Title VI Compliance Update (Kelly Garvin)
  - k. MPO Calendar of Activities (Byron Brown)
  - l. Ethics Liaison (Kirk Ericson)
10. Next Meeting/Adjourn Meeting (Chairman Toneq' McCullough)

**Next meeting: March 19, 2020**

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**MINUTES**  
**WINSTON-SALEM URBAN AREA**  
**TECHNICAL COORDINATING COMMITTEE (TCC)**  
**JANUARY 16, 2020**  
**2:00 P.M.**  
**SECOND FLOOR, CONFERENCE ROOM,**  
**BRYCE A. STUART MUNICIPAL BUILDING**

**MEMBERS PRESENT:**

Kirk Ericson, Assistant Planning Director, CCPB  
Scott Buffkin, Manager, Village of Clemmons  
Dan Corder, Administrator, Village of Tobaccoville  
Cary Gentry, Director, FCOEAP  
Lee Rollins, Manager, Town of Bermuda Run  
Daryl Vreeland, Urban Ara Coordinator, NCDOT (via phone)  
Kelly Bennett, Project Planner, Forsyth County  
Pat Ivey, Division 9 Division Engineer, NCDOT  
Scott Snow, Manager, Town of Walkertown  
Megan Garner, Manager, Town of Rural Hall  
Chris Jensen, Engineer, Town of Kernersville  
Scott Rhine, Director, PART  
Stacy Tolbert, Town Planner, Town of Lewisville  
John Rogers, Council Member, Town of Bethania  
Kelly Garvin, Planning Development Coordinator, WSDOT  
Donna Goodson, General Manager, WSTA  
Lynn Cochran, Regional Planner, PTRC  
Joe Geigle, Community Planner, FHWA

**PRESIDING:** Toneq' McCullough, Chairman, WSDOT

**STAFF PRESENT:**

Richard Jones, Transportation Manager, Davidson County  
Phillip Craver, Division 9 Corridor Development Engineer, NCDOT  
Fred Haith, Division 9 Planning Engineer, NCDOT  
Jordan Payne, Senior Environmental Specialist, FCOEAP  
Jeff Fansler, Deputy Director, WSDOT  
Heather Curry, Analyst, Budget  
Matthew Burczyk, Transportation Project Planner, WSDOT  
Byron Brown, Transportation Principal Planner, WSDOT  
Brenda King, Financial Manager, WSDOT

**RECORDING SECRETARY:** Laura Whitaker, WSDOT

Toneq' McCullough introduced the new TAC Secretary, Kirk Ericson.

**1. Public Comments**

No one present.

**Action Items**

**2. Election of Officers**

MOTION: Scott Rhine nominated Toneq' McCullough to serve as Chairman and Jeff Fansler as Vice Chairman of the TCC.

SECOND: Chris Jensen

VOTE:

FOR: Unanimous

AGAINST: None

**3. Consideration of the November 21, 2019 TAC Meeting Minutes**

Presented by Chairman Toneq' McCullough.

MOTION: Lee Rollins moved approval of the minutes.

SECOND: Chris Jensen

VOTE:

FOR: Unanimous

AGAINST: None

**4. Consideration of the Winston-Salem Urban Area Metropolitan Planning Organization's (WSUAMPO) 2020-2029 Metropolitan Transportation Improvement Program (MTIP).**

Presented by Kelly Garvin.

- The Draft 2020-2029 Metropolitan Transportation Improvement Program (MTIP) identifies State and federally funded transportation investments within the Winston-Salem Metropolitan Planning Organization Area.
- The MTIP is a subset of the adopted FY 2020-2029 State Transportation Improvement Program (STIP) which includes all federal and state funded projects for the State of North Carolina.
- The Board of Transportation adopted the FY 2020-2029 STIP in September 2019 after a public review period in the spring of 2019.
- The MTIP and STIP are collectively referred to as the Transportation Improvement Program (TIP).
- The TIP includes the Highway Program, the Non-Highway Program (transit, rail, bicycle, and pedestrian, and aviation), and the Statewide Program.

- The Metropolitan Planning Organization (MPO) develops the MTIP in cooperation with the North Carolina Department of Transportation (NCDOT) and area transit agencies.
- The Winston-Salem Urban Area MPO Transportation Advisory Committee must adopt the final MTIP, followed by NCDOT's approval.
- The NCDOT Board of Transportation adopts the STIP.
- The STIP and MTIP are updated on a two year cycle. In between updates, NCDOT and the MPO use amendments and administrative modifications to the STIP and MTIP to keep the TIP current and to accommodate project delays, project accelerations, and addition or deletions.

MOTION: Pay Ivey moved approval.

SECOND: Scott Rhine

VOTE:

FOR: Unanimous

AGAINST: None

**5. Consideration of the Recommended Surface Transportation Block Grant – Direct Attributable (STBG-DA) and Transportation Alternatives – Direct Attributable (TA-DA) Federally Funded Project Process.**

Presented by Kelly Garvin.

- Kelly distributed a Winston-Salem Urban Area Metropolitan Planning Organization Federally Funded Projects Process handout.
- The United States Census defines urbanized areas with a population over 200,000 as Transportation Management Areas (TMAs).
- The Winston-Salem Urban Area was designated as a TMA after the 2000 U.S. Census. As a TMA, the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) has the authority to program available STBG-DA and TA-DA funds for transportation planning, bicycle, greenway, sidewalk, street and highway, transit and other projects in the urban area.
- On March 19, 2015 the WSUAMPO Transportation Advisory Committee approved the Federally Funded Project Process.
- A committee made up of MPO staff and staff from the Town of Walkertown and the Town of Kernersville was formed to help update and improve the Federally Funded Process as well as the evaluation criteria used for project selection.
- The main changes include updating of the federal funding source (from STP-DA to STBG-DA), updating the legislation that governs these funding sources to reflect the most recent one (from MAP-21 to the FAST Act).
- Several steps were also added to simplify and clarify the process for the local government agency and the MPO such as the inclusion of every funded project in the State Transportation Improvement Program (STIP).
- A table showing the proposed funding breakdown for every call was also included.

MOTION: Scott Snow moved approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

**6. Consideration of Resolution of Endorsement of Targets for Safety Performance Measures Established by the North Carolina Department of Transportation (NCDOT) and amending the 2040 Metropolitan Transportation Plan (MTP)**

Presented by Byron Brown.

- Per Federal regulations, the Federal Highway Administration's, Highway Safety Improvement Program final rule states that all State Department of Transportation's must work with their MPO's to coordinate and establish safety targets for state system roads.
- On February 15, 2018 the Winston-Salem TAC approved a Resolution of Support of these safety targets.
- This is the only performance measure that is updated annually, and thus, the 2020 measures and targets have been identified and included in the agenda packets.
- MPO's have 180 days or until February 27, 2020 to adopt the State's targets or establish their own.
- Staff is recommending adopting the state's targets.
- If these targets are supported by the TAC, they will be incorporated into the Metropolitan Transportation Plan (MTP).

MOTION: Pat Ivey moved approval.

SECOND: Scott Buffkin

VOTE:

FOR: Unanimous

AGAINST: None

**7. Consideration of Letter of Support for the Workshop of Davidson and Live Center of Davidson County for North Carolina Department of Transportation's (NCDOT) Federal Transit Administration's Section 5310 Funding**

Presented by Byron Brown.

- The North Carolina Department of Transportation's Public Transportation Division administers the application and selection process for Federal Transit Administration (FTA) Section 5310 funding program, which is designed to assist agencies and organizations who provide services for seniors and individuals with disabilities in rural areas.
- The Workshop of Davidson and Live Center of Davidson County both provide services in rural and urban areas.
- Only services provided in rural areas are reimbursable under the state's program.
- Services provided in the MPO's urbanized areas must go through the MPO's selection and review process.

- With the updated Letters of Support which now included the requested amount each agency is applying for from the state, the MPO's TAC is support the agencies application to the State's 5310 program.

MOTION: Scott Rhine moved approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

**8. Consideration of the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) Amendments and Modifications for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO).**

Presented by Byron Brown.

- The Winston-Salem Urban Area Metropolitan Transportation Improvement Program (MTIP) is a listing of all the projects programmed for the Winston-Salem Urban Area.
- The list of projects is a subset of the Metropolitan Transportation Plan and must match the State's Transportation Improvement Program (STIP).
- Amendments, modifications and deletions of projects require the MTIP to be modified to capture those changes.
- As required by the MPO's public participation policy, the amendments and modifications were available for public comment for 30 days from October 21 – November 23, 2019.
- No comments were received during this time.

MOTION: Lee Rollins moved approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

**9. Public Hearing and Consideration of Amendment to the 2040 Metropolitan Transportation Plan (MTP), removing the Martin Luther King Jr. Drive Extension project (WS-L016)**

A public hearing was open for public comment, no one being present, the public hearing was closed.

Presented by Byron Brown.

- The Winston-Salem Urban Area Metropolitan Planning Organization (MPO) is the federally designated planning entity for the Winston-Salem Urban Area.

- As required by federal regulations, the MPO's are charged with facilitating and administering transportation planning processes within the region including the development of a 20 year multimodal comprehensive transportation plan that is financially constrained referred to as the Metropolitan Transportation Plan or MTP.
- The Martin Luther King Jr, Drive Extension, project WS-L016 is included in the plan.
- The purpose of this proposed project was to extend Martin Luther King, Jr. Drive from its current terminus at the intersection of Trade Street to connect to Northwest Boulevard.
- The City of Winston-Salem has requested removal of this project as it is no longer supported.
- The removal of this project from the existing MTP will ensure it's not include in the 2045 MTP update.
- As required by the MPO's Public Participation Plan, any amendment to the MTP requires a 30-day public comment period and public hearing.
- The public comment period was held from November 30, 2019 to January 2, 2020.
- No comments were received during that time.

MOTION: Scott Rhine moved approval.

SECOND: Scott Snow

VOTE:

FOR: Unanimous

AGAINST: None

#### **10. Public Hearing and Consideration of Amendments and Changes to the Winston-Salem Transit Authority Transit Assets Management Plan (TAM)**

A public hearing was open for public comment, no one being present, the public hearing was closed.

Presented by Toneq' McCullough.

- Metropolitan Planning Organizations (MPOs) are required to develop and report transit performance targets as noted in Title 23, Section 134 of the United States Code.
- Per the Final Rule on Transit Asset Management published by the Federal Transit Administration (FTA) on July 26, 2016, MPOs are required to coordinate with transit providers to set Transit Asset Management (TAM) performance targets and integrate these targets into their planning documents.
- On October 18, 2018, the Transportation Advisory Committee adopted the TAM plan for the Winston-Salem Transit Authority (WSTA).
- However based upon the Triennial Review conducted by the Federal Transit Administration, it was determined that WSTA's plan needed to address a missing element for project-based prioritization of investments.
- Per the Winston-Salem Urban Area MPO's Public Participation Policy, amendments to the Metropolitan Transportation Plan require a 30-day comment period, was will be held from November 30, 2019 to January 2, 2020.
- No comments were received.



MOTION: Scott Rhine moved approval.

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

### **Information Items for Future Action**

#### **11. Review of the Draft Fiscal Year 2020-2021 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO)**

Presented by Kelly Garvin.

- All Metropolitan Planning Organizations (MPOs) that have been designated as Transportation Management Areas (TMAs) with an urbanized population of over 200,000 are required to develop an annual Unified Planning Work Program (UPWP) in coordination with the Federal Transit Administration (FTA).
- Each year the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) is required to develop and approve a Unified Planning Work Program (UPWP) for transportation and transit planning.
- The UPWP identifies what transportation and transit 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 funding matches.
- The draft UPWP will be submitted to NCDOT by January 30, 2020 and a final version after TAC adoption in March 2020 will be submitted as required before March 30, 2020.
- The 30-day required public comment period for this draft document will occur during the months of January and February.
- Per the WSUAMPO Public Participation Policy, all comments will be provided at the February 20, 2020 meeting.

#### **12. Review of a checklist certifying the Winston-Salem Urban Area Metropolitan Planning Organization's (MPO) Transportation Planning Process for fiscal year 2020-2021**

Presented by Kelly Garvin.

- The federal Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) requires the North Carolina Department of Transportation (NCDOT) and all Metropolitan Planning Organizations (MPOs) in the state to annually certify to the Federal Highway Administration (FHWA) and the Federal Transit Administration (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 a 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.
- In the fall of 2016, 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.

### **13. Review of the Winston Salem Urban Area Metropolitan Planning Organization Prioritization 6.0 Projects**

Presented by Kelly Garvin.

- The original Transportation Reform was initiated under Executive Order No. 2 in 2009.
- It mandates a professional approval process for project selection.
- In response, 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.
- Prioritization 6.0 involves three pieces of information:
  - 1) A data driven, quantitatively scored estimate of project need,
  - 2) MPO priority score, and
  - 3) NCDOT Division priority score. The first step of Prioritization 6.0 is the identification of projects for evaluation and scoring by NCDOT's Strategic Planning Office of Transportation (SPOT).
- MPO staff issued a call for project from April 15, 2019 to May 17, 2019.
- Per the public participation policy, these projects will go through a public comment period from January 7, 2020 to February 10, 2020.

### **MPO Staff Reports**

#### **14. a. STBG-DA and TAP-DA Projects Update**

Presented by Kelly Garvin.

- Kelly distributed a Winston-Salem Urban Area MPO Federally Funded Projects Update handout.
- Projects funded with CMAQ monies has been added to the handout.

#### **b. NCDOT Division 9 Transportation Projects Update**

Presented by Fred Haith and Pat Ivey.

- Fred thanked staff for the submissions for the North Carolina Department of Transportation Mobi Awards.
- Projects submitted for consideration are Union Station, Salem Creek Connector and Long Branch Trail.
- Last year these projects were submitted and earned an Honorable Mention.
- NCDOT is still facing funding issues.
- Section AB of the Northern Beltway will experience an 8 month delay.
- Section AA of the Northern Beltway will experience an 8 month delay.
- The widening of Old Hollow Road will experience some delay.
- Other adjustments could be possible.
- The Build NC Bond program could help minimize delays of high priority projects.
- NCDOT will update the committee as needed.

**c. NCDOT Transportation Planning Update**

Nothing new to report.

**d. Piedmont Triad Regional Council of Governments Update**

Presented by Lynn Cochran.

- Staff is still developing the regional bicycle plan for Davie, Yadkin, Surry, Stokes, Forsyth, and Northern Iredell Counties.
- The Piedmont Triad Regional Council of Northwest Piedmont Rural Planning Organization is moving forward on the comprehensive transportation plan for the Yadkin Valley.

**e. Forsyth County OEAP Air Quality Update**

Nothing new to report.

**f. Bicycle and Pedestrian Facilities Projects Update**

Presented by Matthew Burczyk.

- The Watch for Me NC program is still accepting applications.
- The Bike and Pedestrian Education program will focus on safety issues.

**g. Winston-Salem Transit Authority (WSTA) Update**

Presented by Donna Woodson.

- WSTA staff started a one on one interaction with riders to gather data to continue to improve service.

**h. Piedmont Authority for Regional Transportation (PART) Update**

Nothing new to report.

A discussion ensued regarding Route 28.

A discussion ensued regarding the travel modeler.

**i. Davidson County Transportation (DCT)**

Nothing new to report.

**j. Title VI Compliance Update**

Nothing new to report.

**k. MPO Calendar of Activities**

Presented by Byron Brown.

- The 2020 NCAMPO conference will be held from April 21 – 24 in Greenville.

**l. Legislative Update**

Nothing new to report.

**m. Ethics Liaison**

Presented by Kirk Ericson

- An email was sent to members regarding ethic requirements.
- The online ethics reporting is now available.
- Please remind officials to complete the ethic requirements.
- Reminders will continue to be sent out.

**15. Next Meeting/Adjourn Meeting**

- Next TCC meeting will be February 20, 2020.

Per the Memorandum of Understanding, meetings are held every other month. There is a need for a February meeting. Pat Ivey made a motion to hold a February TCC Committee meeting. The motion was duly seconded by Scott Rhine and unanimously carried.

A discussion ensued regarding the success of the NC Transportation Summit. Pat Ivey noted the presentations are available online.

ADJOURNMENT 3:06 pm.

**Winston-Salem Urban Area  
Metropolitan Planning Organization (MPO)  
Transportation Planning Calendar of Activities  
February 20, 2020**

**February 20<sup>th</sup>, 2020**

Regular meeting of the TAC and TCC	
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**March 19<sup>th</sup>, 2020**

Regular meeting of the TAC and TCC	
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**April 21<sup>st</sup> – 24<sup>th</sup>, 2020**

NCAMPO Conference, 2020	Greenville Convention Center 303 Greenville Blvd, SW Greenville NC
Registration Information: <a href="http://www.cvent.com/events/2020-ncampo/event-summary-438ee35800d84878aeab6cf674960e27.aspx">http://www.cvent.com/events/2020-ncampo/event-summary-438ee35800d84878aeab6cf674960e27.aspx</a>	
General Information: <a href="https://www.ncampo.org/ncampo-2020-conference/">https://www.ncampo.org/ncampo-2020-conference/</a>	

**May 21<sup>st</sup>, 2020**

Regular meeting of the TAC and TCC	
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**July 16<sup>th</sup>, 2020**

Regular meeting of the TAC and TCC	
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**September 17<sup>th</sup>, 2020**

Regular meeting of the TAC and TCC	
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**November 19<sup>th</sup>, 2020**

Regular meeting of the TAC and TCC	
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