

**MINUTES  
WINSTON-SALEM URBAN AREA  
TRANSPORTATION ADVISORY COMMITTEE (TAC)  
NOVEMBER 19, 2020  
4:15 P.M  
FIFTH FLOOR, PUBLIC MEETING ROOM,  
BRYCE A. STUART MUNICIPAL BUILDING**

**MEMBERS PRESENT:**

Dan Besse, Council Member, City of Winston-Salem, Vice Chairman  
Robert Clark, Council Member, City of Winston-Salem, Alternate  
John Rogers, Commissioner, Town of Bethania  
Rick Morris, Commissioner, Stokes County  
John Byrum, Mayor, Town of Midway  
Jenny Fulton, Alderman, Town of Kernersville  
Denise Adams, Council Member, City of Winston-Salem,  
Fleming El-Amin, Commissioner, Forsyth County  
Rick Cross, Mayor, Town of Bermuda Run  
John Wait, Mayor, Village of Clemmons  
Tim Flinchum, Mayor, Town of Rural Hall  
Wesley Hutchins, Council Member, Town of Walkertown  
Rick Morris, Commissioner, Stokes County  
Andrew Perkins, Jr., Member, NCBOT  
Willie Clark, Member, WSTA Board of Directors

**PRESIDING:** Mike Horn, Mayor, Town of Lewisville, Chairman

**STAFF PRESENT:**

Pat Ivey, NCDOT  
Daryl Vreeland, NCDOT  
Mike Stanley, NCDOT  
Phillip Craver, NCDOT  
Van Arabright, NCDOT  
Scott Rhine, PART  
Jordan Payne, FCOEAP  
Suzette Morales, FHWA  
Toneq' McCullough, WSDOT  
Kirk Ericson, CCPB  
Kelly Garvin, WSDOT  
Byron Brown, WSDOT  
Jeff Fansler, WSDOT  
Brenda King, WSDOT

Marlene Davis, WSDOT  
Matthew Burczyk, WSDOT  
Victoria Bailiff, WSDOT  
Donna Woodson, WSTA

**RECORDING SECRETARY:** Laura Whitaker, WSDOT

**OTHERS:**

Jeff MacIntosh, Council Member, City of Winston-Salem  
Chris Jensen, Town of Kernersville  
Lyuba Zuyeu, VHB Engineering  
Larry Bell, TV13

Chairman Horn stated that due to the Safe at Home Order issued by Governor Cooper, members of the Winston-Salem Urban Area Transportation Advisory Committee (TAC) are participating virtually. All members will vote by roll call. A member will be recognized, at which time, the member will state his or her vote. Chairman Horn then requested that Kirk Ericson, TAC Secretary, take roll call.

Chairman Horn read the Ethics Awareness and Conflict of Interest Statement.

**1. Public Comments**

No one present.

**Action Items**

**2. Consideration of the September 17, 2020 TAC Meeting Minutes**

Presented by Chairman Horn.

MOTION: Rick Cross moved approval of the minutes.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

The public hearing was open for citizen comments, no one being present, the public hearing was closed.

**3. Public Hearing and Consideration of Comprehensive Transportation Plan (CTP) and 2045 Metropolitan Transportation Plan Update (MTP) for the Winston-Salem Urban Area Metropolitan Planning Organization.**

Presented by Byron Brown and Lyuba Zuyeu with VHB

- The Winston-Salem Urban Area has been updating its transportation plans for the next 25 years.
- The Comprehensive Transportation Plan (CTP) and the Metropolitan Transportation Plan (MTP) outlines the desires of our community’s transportation network to year 2045.
- The CTP is not fiscally constrained while the MTP is a federal document which requires a financial plan and must adhere to air quality standards.
- Over the past several months, VHB and staff have worked together on this update effort, using a variety of technology options to ensure staff provided adequate opportunities for the public to participate throughout the pandemic.
- Per the MPO’s public participation plan, these changes required a 30-day public comment period which was held from October 20 to November 19, 2020.
- There were some small updates to the MTP including chapter 3 and chapter 6 financial plan.
- Chapter 3 Transportation Planning Factors:
  - Support the economic vitality of the metropolitan area
  - Increase the safety and security of the transportation system for motorized and non-motorized users
  - Protect and enhance the environment, promote energy conservation and improve the quality of life
  - Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
  - Promote efficient system management and operations
  - Emphasize the preservation of the existing transportation system
  - Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
  - Enhance tourism and travel
- Updates and Changes to Chapter 6 Financial Plan: Project recommendations lists have not been changes.
- Modifications and additions to the MTP 2045 Financial Plan Chapter include:
  - Title and descriptions from “fiscally constrained” to “financial plan”
  - Expanded discussion on inflation, revenue estimation process and cost estimation process.
  - Inclusion of additional State Street Aid (Powell Bill) in maintenance allocations.
  - Comprehensive financial plan tables
  - Financial Plan Project costs and revenues (adjusted for inflation)
  - Organized by horizon year
  - Amounts reflect year of expenditure
  - Cost by category (i.e. roadways, ped/bike, aviation, etc.
  - Revenue categories (i.e. state and federal, maintenance, local)
- Documents are posted online at [www.wsmtupdate.com](http://www.wsmtupdate.com)
- The public hearing for this plan is being held today at the TAC Committee meeting.

Byron Brown responded to Denise Adams stating that specific areas of the Comprehensive Transportation Plan can be reviewed upon request.

Denise Adams requested to meet with staff regarding separating areas of the Comprehensive Transportation Plan for all Council Members.

Lyuba Zuyeuva responded to Dan Besse's concern regarding the London Lane project to widen from two to four lanes stating that the London Lane project could be changed to a safety project instead of a widening project.

Fleming El-Amin requested that Oak Summit Road traffic volumes be reviewed.

Lyuba Zuyeuva responded to Mike Horn's comments regarding the High Speed Rail stating that the High Speed Rail is included on a different map, but could be included on the Comprehensive Transportation Plan.

MOTION: Denise Adams moved approval.

SECOND: Robert Clark

VOTE:

FOR: Unanimous

AGAINST: None

**4. Consideration of the Fiscal Year 2020 – 2029 Metropolitan Transportation Improvement Program (MTIP) Amendments and Modifications for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO).**

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 Metropolitan Planning Organization (WSUAMPO) projects in the FY 2020-2029 State Transportation Improvement Program (STIP).
- 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 2020 – 2029 MTIP were made available for public review and comment for at least thirty days from August 15, 2020 through September 16, 2020.
- No comments were received.

MOTION: Denise Adams moved approval.

SECOND: Fleming El-Amin

VOTE:

FOR: Unanimous

AGAINST: None

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

Presented Kelly Garvin.

- The North Carolina Department of Transportation (NCDOT) Public Transportation Division (PTD) administers the application and selection process for the allocation of Federal Transit Administration (FTA) Section 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities funding program in rural areas.
- The Section 5310 program provides funding to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation mobility options.
- The Workshop of Davidson, Life Center of Davidson County and Davidson County Department of Senior Services provide services within the Metropolitan Planning Area and in rural areas in Davidson County for disabled persons and individuals 65 years and older.
- Only services provided in the urbanized area (UZA) of the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) are eligible for funding by the Winston-Salem Urban Area MPO. For areas determined not to be within the MPO's UZA, these providers can apply for funding through the State's Section 5310 funding program.
- The letter of support acknowledges the Workshop of Davidson's, Life Center of Davidson County and Davidson County Department of Senior Services' desire to participate in the State's competitive selection process for services provided outside the MPO's UZA and the Transportation Advisory Committee's (TAC) support for these agencies to apply for the State's 5310 funding program.
- The Workshop of Davidson has requested \$130,000, the Life Center of Davidson County, Inc. has requested \$48,000 and Davidson County Department of Senior Services has requested \$250,000 from the State's 5310 program.

- If approved by the TAC, this letter of support will be provided to the agencies to include in their application to NCDOT for Section 5310 funding opportunities provided by the State.

MOTION: John Byrum moved approval.

SECOND: Fleming El-Amin

VOTE:

FOR: Unanimous

AGAINST: None

**6. Public Hearing and Consideration of the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Program, Section 5307 Job Access and Reverse Commute (JARC) and Plans to Amend the Metropolitan Transportation Improvement Program (MTIP) for Fiscal Year 2020.**

Presented by Toneq' McCullough.

- The Winston-Salem Urban Area receives federal transportation funds to assist eligible agencies in meeting the transportation needs of disabled and elderly populations in the urbanized area under the Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) grant program.
- In FY 2020, the Winston-Salem Urban Area MPO (WSUAMPO) received notice that \$365,651 in Section 5310 was available funding application and allocated \$55,000 in funds to be awarded to agencies providing transportation for 5307-Job Access and Reverse Commute (JARC) purposes.
- These funds are allocated to transportation sub-recipients through a competitive process.
- In order to award these funds, the WSUAMPO held a 30-day call for projects between August 24 and September 24 and conducted an applicant workshop on September 10. WSUAMPO staff received 9 applications for Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities funding and 3 applications for the Section 5307-JARC funding.
- Applications were reviewed by the Burlington Urban Area Metropolitan Planning Organization which is in accordance with the WSUAMPO guidelines for this competitive selection process, which are guided by the Federal Circulars for each program, the Program Management Plan (PMP), Public-Transit – Human Services Coordination Plan and the City's Allocation Policy.

The public hearing was open for citizen comments, no one being present, the public hearing was closed.

MOTION: Rick Cross moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous  
AGAINST: None

**7. Consideration of the Winston-Salem Transit Authority's Public Transportation Agency Safety Plan.**

Presented by Toneq' McCullough.

- On July 19, 2018, FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).
- The PTASP rule became effective on July 19, 2019.
- The PTASP must include safety performance targets.
- Transit operators also must certify they have a safety plan in place meeting the requirements of the rule by December 31, 2020. The plan must be updated and certified by the transit agency annually.
- The Public Transportation Agency Safety Plan (PTASP) for the Winston-Salem Transit Authority (WSTA) was written to comply with FTA requirements and to support WSTA's objective of providing safe, reliable, comfortable and innovative transportation options to every member of the community.
- WSTA developed the PTASP to integrate safety into all of their system operations.
- They will use the procedures contained in the PTASP to continue to improve the safety and security of their operations and services.
- The PTASP describes the policies, procedures, and requirements to be followed by WSTA's management, maintenance, and operations personnel to provide a safe environment for WSTA employees, customers, and the public.
- The goal of the program is to eliminate the human and fiscal cost of avoidable personal injury and vehicle accidents.

MOTION: Denise Adams moved approval.

SECOND: Dan Besse

VOTE:

FOR: Unanimous  
AGAINST: None

**8. Consideration of the Winston-Salem Urban Area Metropolitan Planning Organization's (WSUAMPO) Federal Functional Classification (FFC) Update, Process.**

Presented by Byron Brown.

- Functional classification of a roadway describes the primary function or purpose of the roadway in relation to the area road network.

- Roadways can be assigned to one of several possible functional classes based on the character of travel services that each roadway provides.
- Federal functional classification (FFC) is used to determine a roadways eligibility for federal funding, key roadway design elements, and program and project prioritization.
- As traffic patterns change over time through either roadway construction or land use changes, roadway functions may change as well.
- Reclassifying roadways to match their current purpose helps to maintain a proper local street network hierarchy which reflects the importance of each roadway’s function in the network.
- Last month staff presented two additional roadways which were recommended by NCDOT for inclusion in our current FFC modification submittal request.
- These request include request #2 and #4:
  - #2 – Add Main Street from Sixth Street to N. Liberty Street – Major Collector
  - #4 – Add Rams Drive from MLK Jr. Drive to Research Parkway – Minor Collector
- Per our process, this will require action by the Board, from which these request will go to NCDOT and FHWA for further action.
- Staff will start the formal call for 2021 FFC request on November 20, 2020.

MOTION: Allen Joines moved approval.

SECOND: Rick Cross

VOTE:

FOR: Unanimous

AGAINST: None

**9. Consideration of the Request to Swap Surface Transportation Block Grant – Direct Attributable (STBG-DA) Funds For Surface Transportation Block Grant (STBG) Funds**

Presented by Kelly Garvin and Mike Stanley from NCDOT

- 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 (WSMPO) has the authority to program available Surface Transportation Block Grant - Direct Attributable (STBG-DA) funds.
- The North Carolina Department of Transportation would like to propose a funding swap between STBG-DA and STBG-flex funds.
- Since it is anticipated that the fund swap would bring additional cash to NCDOT in FY 2021, the Department would then be in a position to allow up to \$4.5 M of locally administered projects to be started (or re-started).



- MPO staff is coordinating with NCDOT and member municipalities on their priority locally administered projects that could be eligible for this swap.

MOTION: Fleming El-Amin moved approval.

SECOND: Robert Clark

VOTE:

FOR: Unanimous

AGAINST: None

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

#### **10. Review of Resolution of Endorsement of Targets for Safety Performance Measures Established by the North Carolina Department of Transportation**

Presented by Victoria Bailiff.

- Per the Federal Highways Administration's (FHWA) Highway Safety Improvement Program (HSIP) final rule (23 CFR, Part 490), the North Carolina Department of Transportation (NCDOT) must coordinate the establishment of safety targets with the Metropolitan Planning Organizations (MPO) in the state.
- Earlier this year, on January 16, 2020 the Winston-Salem TAC approved a resolution of support for the first safety performance measure targets established by the State.
- In accordance with Federal guidelines, the review of progress toward meeting these goals must be tracked and recorded annually in the Highway Safety Improvement Plan (HSIP) annual report.
- The measures and targets identified for 2021 include:
  1. The goal is to reduce total fatalities by 4.20 percent each year from 1,427.2 (2015-2019 average) to 1,309.9 (2017-2021 average) by December 31, 2021.
  2. The goal is to reduce the fatality rate by 4.35 percent each year from 1.208 (2015-2019 average) to 1.105 (2017-2021 average) by December 31, 2021.
  3. The goal is to reduce total serious injuries by 3.24 percent each year from 3,905.0 (2015-2019 average) to 3,656.1 (2017-2021 average) by December 31, 2021.
  4. The goal is to reduce the serious injury rate by 3.35 percent each year from 3.281 (2015-2019 average) to 3.065 (2017-2021 average) by December 31, 2021.
  5. The goal is to reduce the total non-motorized fatalities and serious injuries by 3.65 percent each year from 543.4 (2015-2019 average) to 504.4 (2017-2021 average) by December 31, 2021.
- On August 31, 2020, NCDOT set its targets for the state's Safety Performance Measures (PM).
- North Carolina MPO's have 180 days (or until February 27, 2021) to either adopt the state's targets or set their own targets.
- The WSUAMPO will adopt the State's target.

- This information will amend the 2045 Metropolitan Transportation Plan (MTP).
- This item will come back to the Committee for action during the January 2021 meeting.

#### **11. Review of the Winston-Salem Urban Area Metropolitan Transportation Organization Public Participation Plan**

Presented by Victoria Bailiff.

- The Winston-Salem Urban Area Metropolitan Planning Organization has a strong commitment to public participation for all transportation plans and air quality conformity analysis reports.
- The MPO adopted the current Public Participation Policy on July 19, 2012. The Public Participation Plan is designed to be consistent with the requirements of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU), the National Environmental Policy Act (NEPA), the Americans with Disabilities Act (ADA), the Clean Air Act Amendments (CAAA) of 1990 and Title VI of the Civil Rights Act of 1964.
- The Public Participation Plan has been updated to a more user friendly format and outline. Situations that have arisen due to the COVID-19 pandemic have been taken into account and provisions for virtual public interaction have been included in the document.
- The update includes the insertion of the latest Federal Act regarding transportation, a social media policy, and an updated contact list in the Appendix.
- The update of the Public Participation Policy public review process will begin on November 19, 2020 and continue for the required forty-five (45) days until January 3, 2021. A public hearing will be held at the beginning of the January 21, 2021 Transportation Advisory Committee meeting.

#### **12. 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).**

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 Metropolitan Planning Organization (WSUAMPO) projects in the FY 2020-2029 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 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 2020 – 2029 MTIP were made available for public review and comment for at least 30 days from October 20 through November 19, 2020.

### **Staff Reports**

Suzette Morales stated that the USDOT must certify the MPO process according to FWHA and FTA requirements. The certification review will take place on Wednesday, December 2 and Thursday, December 3. TAC and TCC members will be given an opportunity to provide comments on Thursday December 3<sup>rd</sup> between 1pm and 2pm. If you wish to participate please let Kelly Garvin know so she can send you a virtual meeting invite. There will also be a virtual public meeting held from 5:00 - 6:30 pm on Wednesday, December 3<sup>rd</sup>, 2020. The link to join is <https://www.cityofws.org/CivicAlerts.aspx?AID=520>

#### **13. MPO Staff Reports**

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

No questions for staff.

##### **b. WSUAMPO Transportation Project Update**

No questions for staff.

##### **c. NCDOT Transportation Planning Update**

No questions for staff.

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

No questions for staff.

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

No questions for staff.

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

Presented by Matthew Burczyk.

- The focus of the Great Trails State Plan is on shared-use paths that can serve transportation purposes, providing connections between where people live, work and play.
- Shared-use paths can be designed to accommodate a variety of users, including: bicyclists, walkers, joggers, skaters and wheelchair users.
- Shared-use paths are also referred to as trails, greenways, multi-use paths, rail-trails and, in the case of trails along roadways, side paths.
- Combined together, individual trails make up larger networks that connect neighborhoods, parks, schools, downtowns, job centers and businesses.
- Prominent examples in North Carolina include the East Coast Greenway and the Carolina Thread Trail.

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

No questions for staff.

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

No questions for staff.

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

No questions for staff.

**j. Title VI Compliance Update**

No questions for staff.

**k. MPO Calendar of Activities**

No questions for staff.

**l. Ethics Liaison**

No questions for staff.

**14. Next Meeting/Adjourn Meeting**

- Next TAC meeting will be January 21, 2021.

It was noted that this would be Vice Chairman Besse's last meeting. He was thanked for his service and will be recognized at the January 2021 TAC meeting.

Adjournment 5:41 pm.