

MEMORANDUM

DATE: May 11, 2023

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

FROM: Matthew Burczyk, Principal Planner
e-mail: mattbk@cityofws.org; office phone: (336) 747-6884

SUBJECT: Agenda for the May 18, 2023 TCC Meeting at 2:00 p.m.

PLACE: 2nd Floor Conference Room, Bryce A. Stuart Municipal Building, 100 East First Street, Winston-Salem, NC 27101

AGENDA

1. Public Comments (Vice-Chairman, Jeffrey Fansler)

Action Items

- Election of Officers (Vice-Chairman, Jeffrey Fansler)
2. Consideration of the March 16, 2023 TCC Meeting Minutes. (Enclosed) (Vice-Chairman, Jeffrey Fansler)
 3. Consideration of the Federal Transit Administration (FTA) Section 5307 Grant Program Fiscal Year 2023 Funding Allocations for the Winston-Salem Urban Area and Amending the Fiscal Year 2020-2029 Metropolitan Transportation Improvement Program (MTIP) for Operating and Capital Assistance. (Enclosed) (Matt Duchan)
 4. Consideration 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 2023 and Amending the Metropolitan Transportation Improvement Program (MTIP). (Matt Duchan)
 5. 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 Amending the Metropolitan Transportation Improvement Program (MTIP) for Fiscal Year 2022. (Enclosed) (Matt Duchan)
 6. 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). (Enclosed) (Hunter Staszak)

Information Items for Future Action

7. Review of the Prioritization 7.0 Submitted Projects for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO). (Enclosed) (Hunter Staszak)
8. Review of an Update to the Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Carbon Reduction Program (CRP) Joint Call for Projects Application Process and Project Selection Criteria for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO). (Enclosed) (Hunter Staszak)
9. 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) (Hunter Staszak)

10. Review of an Amendment to the Comprehensive Transportation Plan (CTP) for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) to Remove the “311 Connector” Project. (Enclosed) (Matthew Burczyk)
11. Review of a Resolution Supporting the Winston-Salem, NC to Raleigh, NC and Winston-Salem, NC to Charlotte, NC Corridor Proposals Identified in the North Carolina Department of Transportation Rail Division’s Application to the Corridor Identification and Development Program. (Enclosed) (Vice-Chairman, Jeffrey Fansler)
12. Review of Schedule of In-Person Meetings (Vice-Chairman, Jeffrey Fansler)

Staff Reports (Presentation by Staff)

13. MPO Staff Reports (Enclosed)
 - a. NCDOT Division 9 Transportation Projects Update (Pat Ivey)
 - b. WSUAMPO Transportation Project Update (Hunter Staszak)
 - c. NCDOT Transportation Planning Update (Pam Cook)
 - d. NCDOT Integrated Mobility Division (Alex Rotenberry)
 - e. FHWA Update (Suzette Morales)
 - f. Piedmont Triad Regional Council of Governments Update (Carter Spradling)
 - g. Forsyth County OEAP Air Quality Update (Cary Gentry)
 - h. Bicycle and Pedestrian Facilities Projects Update (Matthew Burczyk)
 - i. Winston-Salem Transit Authority (WSTA) Update (Donna Woodson)
 - j. Piedmont Authority for Regional Transportation (PART) Update (Scott Rhine)
 - k. Davidson County Transportation (DCT) (Richard Jones)
 - l. Title VI Compliance Update (Marlene Davis)
 - m. MPO Calendar of Activities (Matthew Burczyk)
 - n. Ethics Liaison (Matthew Burczyk)
 - o. Moving Times MPO Quarterly Magazine (Hunter Staszak)
14. Next Meeting/Adjourn Meeting (Vice-Chairman, Jeffrey Fansler)

Next meeting: July 20, 2023

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MINUTES
WINSTON-SALEM URBAN AREA
TECHNICAL COORDINATING COMMITTEE (TCC)
March 16, 2023
2:00 P.M.
VIRTUAL MEETING

MEMBERS PRESENT:

Pam Cook, Transportation Engineer III, Western Piedmont Planning Division, NCDOT
Pat Ivey, Division 9, Division Engineer, NCDOT
Amy Crum, Assistant Planning Director, Planning and Development Services
Amy Flyte, Assistant Manager, Town of Clemmons
Andrew Meadwell, Manager, Bermuda Run
Mark Kirstner, Transportation Planning Manager, PART
Stacey Tolbert, Assistant City Manager, Town of Lewisville
Chris Jensen, Town Engineer, Town of Kernersville
Cary Gentry, Director, Forsyth County Air Quality
Steve Smotherman, Project Planner, Winston Salem - Forsyth County
Reid Hutchins, City Planner, City of King
Scott Leonard, Director Planning, Davidson County

PRESIDING: Toneq' McCullough, Chairman, WSDOT

STAFF PRESENT:

Matthew Burczyk, Transportation Project Planner, WSDOT
Marlene Davis, Title VI Coordinator, WSDOT
Matthew Duchan, Transit Transportation Planner, WSDOT
Hunter Staszak, Transportation Planner, WSDOT
Jeff Fansler, Director, WSDOT
Brenda King, Financial Manager, WSDOT
Suzette Morales, FHWA
Phillip Craver, Corridor Engineer, NCDOT
Richard Jones, Transportation Manager, Davidson County

RECORDING SECRETARY: Laura Nixon, WSDOT

OTHERS

Larry Bell, TV13, Brain Murphy, NCDOT

Chairman Toneq' McCullough welcomed all members and then requested that Interim Secretary Matthew Burczyk take roll call.

Chairman Toneq McCullough read the Ethics Awareness and Conflict of Interest Statement.

1. Public Comments.

No one present

Action Items

2. Consideration of the February 16, 2023 Meeting Minutes

Presented by Chairman Toneq McCullough

MOTION: Pat Ivey

SECOND: Amy Crum

VOTE:

FOR: Unanimous

AGAINST: None

Abstained: None

3. Public Hearing and Consideration of Targets for Performance Measure Rule 2 (Pavement and Bridge Condition) and Performance Measure Rule 3 (System Performance, Freight, and CMAQ) Established by the North Carolina Department of Transportation (NCDOT) and Amending the 2045 Metropolitan Transportation Plan (MTP).

- No one present for Public Hearing.

Presented by Hunter Staszak

- Per federal regulation (23 CFR Part 490), States are required to set targets for interstate and non-interstate National Highway System (NHS) pavement condition, NHS bridge condition, travel time reliability, freight reliability, and emissions reductions. Within 180 days of the State establishing and reporting its targets to FHWA, MPOs must either adopt the State's targets and agree to plan and program projects that contribute toward the accomplishment of the State's targets, or set their own targets.
- NCDOT coordinated with all North Carolina MPOs to establish the targets for the performance measures.
- NCDOT set the above targets for the State's performance measures for Rule 2 (Pavement and Bridge Condition) and Rule 3 (System Performance, Freight, and CMAQ). MPOs must adopt targets by June 13, 2023. Adoption of these targets will amend the 2045 Metropolitan Transportation Plan. As with any amendment to the MTP, the above targets were made available for public review for a minimum of thirty (30) days.

MOTION: Scott Leonard

SECOND: Pat Ivey

VOTE:

FOR: Unanimous

AGAINST: None

4. **NCDOT set the above targets for the State’s performance measures for Rule 2 (Pavement and Bridge Condition) and Rule 3 (System Performance, Freight, and CMAQ). MPOs must adopt targets by June 13, 2023. Adoption of these targets will amend the 2045 Metropolitan Transportation Plan. As with any amendment to the MTP, the above targets were made available for public review for a minimum of thirty (30) days.**

Presented by Matt Duchan

- 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), and it was subsequently updated in January 2020. Since 2020, the TAM Plan has met all requirements surrounding targets, measures, as well as project prioritizations. The WSTA TAM plan updates are presented to the TAC for approval so the updates can be provided to FTA as part of the FY23 Triennial Review process. Also attached is a copy of a letter designating the WSTA General Manager as the Accountable Executive that is responsible for the implementation of the TAM plan for WSTA.
- Per the Winston-Salem Urban Area MPO’s Public Participation Policy, amendments to the Metropolitan Transportation Plan require a 30-day comment period, which was held from February 13, 2023, to March 15, 2023. The Public Hearing will be held today during the Transportation Advisory Committee meeting.

MOTION: Scott Leonard

SECOND: Amy Crum

VOTE:

FOR: Unanimous

AGAINST: None

5. **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 Hunter Staszak

- The Fiscal Year (FY) 2020-2029 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 2045 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 2045 MTP Update was adopted by the TAC on November 19, 2020.
- 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. Modifications to the STIP do not require adoption but are provided for information.
- The attached document describes the additions, deletions, amendments and modifications to the Winston-Salem Urban Area FY 2020 – 2029 MTIP.
- 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 (30) days.

MOTION: Pat Ivey

SECOND: Amy Crum

VOTE:

FOR: Unanimous

AGAINST: None

6. Consideration of the Fiscal Year 2023-2024 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO).

Presented by Hunter Staszak

- 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 UPWP consists of the following parts:
- Table 1: Funding Sources

- Table 2: Narrative Tasks
- Tables 3, 4 and 5: Federal Transit Administration (FTA) Section 5303 Transit Planning Funding Allocation
- Table 6: Five Year Planning Calendar for the MPO
- The draft UPWP was submitted to NCDOT by January 31, 2023 and a final version will be submitted to NCDOT after TAC adoption. The 30-day required public comment period for this draft document occurred during the months of January and February, though there were no public comments received.

MOTION: Steve Smotherman

SECOND: Mark Kirstner

VOTE:

FOR: Unanimous

AGAINST: None

Information Items for Future Action

7. Review of the Federal Transit Administration (FTA) Section 5307 Grant Program Fiscal Year 2023 Funding Allocations for the Winston-Salem Urban Area and Amending the Fiscal Year 2020-2029 Metropolitan Transportation Improvement Program (MTIP) for Operating and Capital Assistance

Presented by Matt Duchan

- Transit systems located in urbanized areas of more than 200,000 in population are eligible to use Federal Transit Administration (FTA) Section 5307 funds for operating and capital assistance. FTA announced an allocation of \$6,814,898 for Fiscal Year 2023.
- Currently, there are three (3) transit agencies in the MPO eligible to receive 5307 funding based upon data reported to the National Transit Database (NTD). Those agencies are 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 the 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 as shown in Table 3A. Based upon percentages in that table it is recommended that Davidson County Transportation (DCTS) receive \$244,776, Piedmont Authority for Regional Transportation (PART) receive \$758,596, Winston-Salem Transit Authority (WSTA) receive \$5,756,526, and \$55,000 be used for traditional 5307-JARC programs.
- Each year, MPO staff coordinate a joint allocation meeting with eligible agencies to

confirm that the funding identified can be used by the agency. Staff use that information for recommendation to the TAC for final approval and distribution. MPO staff coordinated a meeting with the three transit agencies and all three agreed with the funding recommendations provided. Staff will also recommend approval of an amendment to the Metropolitan Transportation Improvement Program (MTIP)

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 2023 and Amending the Metropolitan Transportation Improvement Program (MTIP)

Presented by Matt Duchan

- 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 through 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 is eligible to receive \$571,757 in FY 2023.
- The Winston-Salem Transit Authority (WSTA) is requesting to use the available funds to purchase three (3) TransAid Vans to replace aging fleet and the remaining funds for transit facility rehabilitation projects and capital maintenance.
- The public participation period will be held for 30 days between April 13 and May 13, 2023.
- In order for WSTA to have these funds available, the steps to follow include approval by the Transportation Advisory Committee (TAC), programming and amending of the Metropolitan Transportation Improvement Program (MTIP) and the 2020-2029 State Transportation Improvement Program (STIP), and submission to FTA.

9. Review 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 2022.

Presented by Matthew Duchan

- 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 2022, the Winston-Salem Urban Area MPO (WSUAMPO) received \$530,832 in Section 5310 funding apportionment, with an

additional \$63,446 in COVID relief funds courtesy of the CRRSAA Grant. Additionally, the Winston-Salem Urban Area MPO (WSUAMPO) allocated \$55,000 in funds to be awarded to agencies providing transportation for Section 5307-Job Access and Reverse Commute (JARC) purposes, with an additional \$115,076 in American Relief Plan (ARPA) funds. These funds are allocated to transportation sub-recipients through a competitive process.

- WSUAMPO received eight (8) applications for Section 5310 and three (3) applications for Section 5307-JARC for a total of \$870,500 and \$125,000, respectively. An external subcommittee from the City of Greensboro evaluated these applications based upon the criteria outlined in the 5310 and 5307 Program Management Plan. Prospective applicants were scored out of 100 points and received funding recommendations based upon their scores, requested amount and their ability to adhere to the criteria.
- The recommendation for funding allocations also includes recommended approval of an amendment to the Metropolitan Transportation Improvement Program (MTIP).
- MPO staff issued a call for projects
- Dates for execution are subject to change.

10. 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 Hunter Staszak

- The Fiscal Year (FY) 2020-2029 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 2045 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 2045 MTP Update was adopted by the TAC on November 19, 2020.
- 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. Modifications to the STIP do not require adoption but are provided for information.
- The attached document describes the additions, deletions, amendments and modifications to the Winston-Salem Urban Area FY 2020 – 2029 MTIP.
- 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 (30) days.

Information Items

11. Review of the North Carolina Department of Transportation's (NCDOT) Prioritization 7.0 (P7.0) Process

Presented by Hunter Staszak

- The call for projects is only the first step in the approximately two-year Prioritization process. Once the final lists are compiled, staff will prepare a project list for evaluation by the TAC. The adopted project list will then be submitted to the Strategic The State Transportation Improvement Program (STIP) identifies the construction funding for and scheduling of transportation projects at the state level over a 10-year period. The North Carolina Department of Transportation (NCDOT) proactively updates the STIP every two years to ensure that it accurately reflects the state's current financial situation. Strategic Transportation Investments (STI) law mandates ongoing evaluation and improvement to ensure the process is responsive to North Carolina's diverse needs. To develop the 2026-2035 STIP, NCDOT will use a process called Prioritization 7.0 (P7.0) to identify, evaluate, and ultimately program projects.
- On February 10, 2023, Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) announced a call for projects requesting project proposals for highway, transit, bicycle and pedestrian, rail, and aviation projects. To provide more time for our member agencies to compile lists of transportation needs, the call for projects has been extended through Friday, March 31, 2023.
- Member agencies interested in re-submitting unfunded projects from the previously discontinued Prioritization 6.0 process are asked to submit from the P6.0 list provided in the attached. Applications and documentation for new projects should be submitted to staff via the Project Submittal Tool on the Public Comment Center as outlined in the attached P7.0 Guidelines.
- Prioritization Office (SPOT) portal in Summer 2023. By Spring 2024, NCDOT will release quantitative scores for all projects. Following the release of project scores, MPOs and NCDOT Divisions can then award local input points for Regional Impact Projects. The window for Division Needs local input point assignment follows during Fall 2024. Prior to assignment, the MPO will have clear established methodologies for local input point assignment as required by law. Once all points are allocated, by February 2025, the 2026-2035 Draft STIP

12. Review of Options to Return to In-Person TCC Meetings

Presented by Toneq' McCullough - Chairman

- Last meeting Pat Ivey requested that TCC have in-person meeting at least a couple of times a year. He further stated a lot of discussions and relationships were missing out on a lot of information sharing due to virtual meetings. Many members agreed with Pat Ivey.

- Chairman Toneq' McCullough spoke with city attorneys as was advised that since TCC and TAC met in person to vote to go to all virtual meeting, that we meet in person in May to decide if we need to go back to in person meetings.
- Chairman McCullough stated that staff would offer several options at the May meeting to discuss and vote on.
- Toneq McCullough requested this item be moved to an action item.

MOTION: Pat Ivey

SECOND: Mark Kirstner

VOTE:

FOR: Unanimous

AGAINST: None

- Toneq McCullough then asked that TCC members vote to have the May 18th meeting in person.

MOTION: Pat Ivey

SECOND: Amy Flytt

VOTE:

FOR: Unanimous

AGAINST: None

Staff Reports

13. MPO Staff Reports

a. NCDOT Division 9 Transportation Projects Update

- Pat Ivey stated that his report is up to date. He offered help to all members with any P 7.0 projects.

b. WSUAMPO Transportation Project Update

No questions for staff.

c. NCDOT Transportation Planning Update

- Pam Cook stated that she is looking forward to meeting everyone in May at the in-person meeting. There has been a study for the bridge replacement on University Parkway over US 52. She is continuing working on the format for the CTP for the adoption by the state.
- She provided information for the freight plan that was adopted by the BOT in February.
- Pam also reminded members that the multimodal planning grants from IMD you have until April 10, 2023 to submit an application.

d. NCDOT Integrated Mobility Division

No questions for staff.

e. FHWA Update

No questions for staff.

f. Piedmont Triad Regional Council of Governments Update

No questions for staff.

g. Forsyth County OEAP Air Quality Update

No questions for staff

h. Bicycle and Pedestrian Facilities Projects Update

No questions for staff.

i. Winston-Salem Transit Authority (WSTA) Update

No questions for staff.

j. Piedmont Authority for Regional Transportation (PART) Update

No questions for staff.

k. Davidson County Transportation (DCT)

No questions for staff.

l. Title VI Compliance Update

No questions for staff.

m. MPO Calendar of Activities

- Matthew Burczyk reminded members that the P 7.0 dates have changed to March 31, 2023 and the Letters of Support are due May 1, 2023. He also reminded everyone that the NCAMPO in Greenville is April 26 through the 28, 2023.

n. Ethics Liaison

- Matthew Burczyk encouraged staff to remind their elected officials to complete the Ethics form. As always, they can reach out for assistance if needed.

- Jeff Fansler took a few moments to recognize Toneq' McCullough on her last TCC meeting. He wanted publicly to acknowledge her professional commitment to the WSAMPO and more particularly to the Winston-Salem Department of Transportation. He commended her on leading the TCC and stated the members that have been trained and are well positioned to address the transportations needs of this city and MPO for years to come. He thanked her for her constant leadership, sound judgement. He wished Toneq' McCullough a very happy and well-deserved retirement from himself, Winston-Salem Department of Transportation and the Winston-Salem Urban Area Metropolitan Planning Organization.
- Toneq' McCullough thanked Jeff Fansler and all of the members of the TCC committee for trusting her in this role for all these years. She thanked them for all the friendships and partnerships that helped her to fulfill this role.
- Pat Ivey offered the conference room at the Division 9 Office for use in the in-person meeting May 18, 2023.

14. Next Meeting/Adjourn Meeting (Chairman Toneq' McCullough)

- Next TAC meeting will be **May 18, 2023**.

ADJOURNMENT: 2:50 pm