

**MINUTES**  
**WINSTON-SALEM URBAN AREA**  
**TRANSPORTATION ADVISORY COMMITTEE (TAC)**  
**MARCH 16, 2017**  
**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  
Denise Adams, Council Member, City of Winston-Salem  
Allen Joines, Mayor, City of Winston-Salem  
Mike Horn, Mayor, Town of Lewisville  
Myron Marion, Mayor Pro Tem, Village of Tobaccoville  
Terry Renegar, Commission Chair, Davie County  
Brent Rockett, Commissioner, Town of Bethania  
Mike Rogers, Council Member, Village of Clemmons  
John Byrum, Mayor, Town of Midway  
Randy Mendenhall, Mayor Pro Tem, Town of Walkertown  
Zak Crofts, Commissioner, Davidson County  
Ken Rethmeier, Mayor, Town of Bermuda Run  
Tracey Shifflette, Alderman, Town of Kernersville  
Allen Todd, Mayor, Town of Wallburg  
Regina “Nora” Streed, Board Member, WSTA  
Scott Piper, Chairman, Airport Commission  
Mike Wells, Member, NCDOT Board of Transportation  
Jimmy Walker, Commission Chair, Stokes County (NC Ethics Submission Pending)

**PRESIDING:** Mayor Larry Williams, Town of Rural Hall, Chairman

**STAFF PRESENT:**

Joe Geigle, FHWA  
Pat Ivey, NCDOT  
Scott Rhine, PART  
Cary Gentry, FCOEAP  
Jordan Payne, FCOEAP  
Richard Jones, Davidson County Transportation  
Margaret Bessette, CCPB  
Toneq’ McCullough, WSDOT  
Brenda King, WSDOT  
Fred Haith, WSDOT  
Matthew Burczyk, WSDOT  
Byron Brown, WSDOT  
Kelly Garvin, WSDOT  
Morgan Simmons, WSDOT

**RECORDING SECRETARY:** Laura Whitaker, WSDOT

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

Chairman Williams introduced two new committee members – Mike Wells with the NCDOT Board of Transportation and Jimmy Walker with Stokes County.

**1. Citizen Comments**

No one present.

**Action Items**

**2. Consideration of the February 16, 2017 TAC Meeting Minutes**

Presented by Chairman Larry Williams.

MOTION: Denise Adams moved approval.

SECOND: Allen Todd

VOTE:

FOR: Unanimous

AGAINST: None

**3. Consideration of the Draft Fiscal Year 2017-2018 Unified Planning Work Program (UPWP)**

Presented by Fredrick Haith.

- Each year the Winston-Salem Urban Area Metropolitan Planning Organization (MPO) is required to develop and approve a Unified Planning Work Program (UPWP) for transportation planning.
- The UPWP identifies what transportation 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 matches.
- The UPWP consists of 3 major parts:
  1. a Funding Sources Table;
  2. a Narrative Task Table; and
  3. a Five Year Planning Calendar for the MPO.
- Tables 3, 4 and 5 contain supplemental funding information as required by the NCDOT Public Transportation Division (PTD) for the use of Federal Transit Administration (FTA) Section 5303 transit planning funds. Table 6 is the MPO's required Five Year Planning Calendar.
- The draft UPWP was submitted to NCDOT.

MOTION: Allen Joines moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

**4. Consideration of a Resolution Approving the Self-Certification of the MPO's Transportation Planning Process for the Winston-Salem Urban Area MPO**

Presented by Fredrick Haith.

- The federal Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) requires the NCDOT and all 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.
- Also, 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.

MOTION: Mike Horn moved approval.

SECOND: Regina Streed

VOTE:

FOR: Unanimous

AGAINST: None

**Information for Future Action Items**

**5. Review of the Draft 2017-2027 State Transportation Improvement Program (STIP) Programming Process**

Presented by Fredrick Haith.

- The NCDOT's transportation plan – called the State Transportation Improvement Program – identifies the construction funding and scheduling for transportation projects at the State level over a 10-year period.
- Although federal law requires the plan to be updated every four years, the department proactively updates it every two years to ensure it accurately reflects the State's current financial situation.
- On Dec. 13, 2016, NCDOT released the results of the “Division Level” Prioritization Process.
- On January 4, 2016, NCDOT released the draft of the 2017-2027 STIP.

- WSDOT held a public comment period from February 23 – March 31. Over 100 comments were received. All but one were regarding the Lewisville/Clemmons median project. Staff will bring those comments to the May meeting of the TAC.
- NCDOT will hold a public comment period this spring to seek input on the document.
- The Board of Transportation is expected to approve the Final 2017-2027 State Transportation Improvement Program in June 2017.

A discussion ensued regarding the public hearings.

Dan Besse requested the link to the comments submitted online.

## **6. Review of the Federal Transit Administration Formula Program 2017 5307/5340 Funding Allocation for North Carolina**

Presented by Morgan Simmons.

- Morgan distributed a Winston-Salem Urban Area MPO FTA Section 5307 Funding Allocation Process Operating Assistance Special Rule handout and a FTA Section Funding Allocation Meeting (FY2017) handout.
- Transit systems located in urbanized areas of more than 200,000 in population are eligible to use Federal Transit Administration (FTA) Sections 5307 funds for operating and capital assistance.
- The FTA has announced that the Winston-Salem Urban Area is eligible to receive a FY 2017 partial-year apportionment in the amount of \$2,390,290.
- Historically, Section 5307 funds were allocated only to WSTA for capital and operating assistance because they were the only transit agency eligible to receive these funds.
- As of Fiscal Year 2016, other transit agencies in the MPO became eligible to receive 5307 funding based upon data reported to the National Transit Database (NTD).
- Based upon direction given by NCDOT's Public Transportation Division (PTD) and funding requests from other eligible transit providers, MPO staff met with transit providers in the MPO on Monday, October 3, 2016 to develop an equitable distribution method of these funds.
- All agencies represented concluded that starting with FY 2017, 5307 funding will be distributed in accordance with the percentages developed by FTA in Chart 3A in the handout..
- 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 if so, staff would use that for recommendation to the TAC for distribution.

Denise Adams stated that the percentage calculations from the National Transit Database were not included in the information and would perhaps be beneficial to include those numbers in future reports.

## **7. Review of the Job Access Reverse Commute (JARC) and Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Grants**

Presented by Morgan Simmons.

- The Federal Transit Administration (FTA) has announced that Winston-Salem Urban Area will receive federal transportation funds to assist eligible agencies in meeting the transportation needs of low-income, disabled and elderly populations in the area.
  - Project proposals are being accepted for funding under the Job Access Reverse Commute (JARC, Section 5307) grant program and/or the Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) grant program.
  - Applications will be received from Monday, March 20, 2017 to Friday, April 21, 2017.
  - The RFP has been announced through email, the WSDOT webpage, social media as well as local newspapers (to include a Hispanic publication).
  - All applications must be received by close of business day on Friday, April 21, 2017 (5:00pm).
  - Applications received after this date and time will not be considered.
  - Proposals can be hand-delivered, mailed, or e-mailed.
  - A public workshop to discuss FTA funding programs, application processes and procedures has been scheduled for Friday, March 17, 2017 from 12:30pm to 3:30p.m., located at the City of Winston Salem- Lowery Street Facility, 2000 Lowery Street, Winston-Salem, NC 27101.
  - For this unable to attend, presentations and materials will be made available after the scheduled workshop on the WSDOT Webpage.
  - Instructions for submitting proposals and complete specifications will also be made available on the WSDOT webpage [www.dot.cityofws.org](http://www.dot.cityofws.org).
  - The next steps will include evaluation of submissions through a competitive selection process and providing a list of eligible sub-recipients for review and approval by the TAC.
- 8. Review of Amendments and Modifications to the Fiscal Year 2016-2025 Metropolitan Transportation Improvement Program (MTIP)**

Presented by Byron Brown.

- The Fiscal Year 2016-2025 Metropolitan Transportation Improvement Program (MTIP) is a comprehensive list of all of the transportation projects programmed for the Winston-Salem Urban Area.
- The MTIP is a subset of the Winston-Salem Urban Area 2040 Metropolitan Transportation Plan (MTP) update and should reflect any updates and/or modifications found in the State Transportation Improvement Program (STIP) which is regularly updated by NCDOT.
- Any STIP amendment for new statewide projects or projects within the Winston-Salem Urban Area MPO, requires amendments to the MTIP.
- Modifications to the STIP do not require adoption but are provided for information.
- The document before you describes the modifications and amendments to the Winston-Salem Urban Area 2016-2025 MTIP, since April of 2016 as approved by the Board of Transportation.
- Some projects to note include:
  - Acceleration of right-of-way and construction of Northern Beltway (portions of eastern and western sections).

- Brushy Fork Greenway; delay right-of-way acquisition to allow for additional design work by the City.
- Delay replacing Lasater Road Bridge over blanket creek in Clemmons to allow more time for planning and design.
- NC 65 widening has been programmed for planning and environmental study.
- As required by the MPOs Public Participation Policy, the amendments will be available for public review and comment for 30 days starting in April.
- All comments and responses will be presented during the May meeting.

**Information Items**

**9. Review of the Winston-Salem Urban Area MPO, 2016 Federal Certification Review**

Presented by Fredrick Haith.

- Fred distributed a MPO Planning Factors handout.
- The Federal Highway Administration and the Federal Transportation Administration have jointly certified the WSMPO Transportation Management Area’s transportation planning process.
- The certification is applicable for a period of four years from the date of the report.
- The final report is included in the agenda material.

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

**10. MPO Staff Reports**

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

No new information to report.

**b. NCDOT Transportation Planning Update**

Staff person not present.

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

Mike Horn requested information on the new Volvo Manufacturing facility in regards to EPA numbers and for staff to review and report back to staff as necessary.

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

No new information to report.

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

No new information to report.

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

Presented by Scott Rhine.

- The ribbon cutting for the new Coble Intermodal Transportation Center will be May 17, 2017.

**g. Title VI Compliance Update**

No new information to report.

**h. MPO Calendar of Activities**

- The WSMPO Draft 2017 – 2027 STIP public drop-in meetings will be held at the Division 9 Office on April 18 from 5 – 7 pm.
- May is National Bike Month and staff is currently working on a calendar of activities.

**i. Ethics Liaison**

Presented by Margaret Bessette.

- Margaret distributed a NC Ethics Commission handout.
- The April 15 deadline has been extended to April 17, since April 15 is a Saturday.
- Please submit information as soon as possible and contact Margaret Bessette with any questions.

**11. Next Meeting/Adjourn Meeting**

- Next TAC meeting will be May 17, 2017.

A discussion ensued regarding the Nation League of Cities meeting in DC and the President's proposed budget includes \$3 trillion for transportation but that will be designated mainly for major projects and toll roads. Locally, it could cause major cuts in transportation funding. It is not likely to be passed without modifications by Congress but has been proposed by the President.

ADJOURNMENT 4:58 pm.