

**MINUTES
WINSTON-SALEM URBAN AREA
TRANSPORTATION ADVISORY COMMITTEE (TAC)
MARCH 18, 2021
4:15 P.M
FIFTH FLOOR, PUBLIC MEETING ROOM,
BRYCE A. STUART MUNICIPAL BUILDING**

MEMBERS PRESENT:

Jeff MacIntosh, Council Member, City of Winston-Salem, Alternate
Allen Joines, Mayor, City of Winston-Salem
Denise Adams, Council Member, City of Winston-Salem
Robert Clark, Council Member, City of Winston-Salem
Fleming El-Amin, Commissioner, Forsyth County
Rick Cross, Mayor, Town of Bermuda Run
John Rogers, Commissioner, Town of Bethania, Alternate
Mike Rogers, Council Member, Village of Clemmons, Alternate
Jenny Fulton, Mayor, Town of Kernersville
Benita Finney, Commissioner, Davie County
Myron Marion, Mayor Pro Temp, Village of Tobaccoville, Alternate
Wesley Hutchins, Council Member, Town of Walkertown
James Shore, Commissioner, Davidson County
Rick Morris, Commissioner, Stokes County
John Byrum, Mayor, Town of Midway
Willie Clark, Member, WSTA Board of Directors

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

STAFF PRESENT:

Pat Ivey, NCDOT
Fredrick Haith, NCDOT
Phillip Craver, NCDOT
Richard Jones, Davidson County
Suzette Morales, FHA
Daryl Vreeland, NCDOT
Toneq' McCullough, WSDOT
Donna Goodson, WSTA
Scott Rhine, PART
Kirk Ericson, CCPB
Byron Brown, WSDOT
Matthew Burczyk, WSDOT
Kelly Garvin, WSDOT
Marlene Davis, WSDOT

Brenda King, WSDOT
Victoria Bailiff, WSDOT
Laura Nixon, WSDOT
Brian Murphy, NCDOT
Brian Mayhew, NCDOT

RECORDING SECRETARY: Laura Whitaker, WSDOT

OTHERS

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.

Item 3 has been separated out in two resolutions for the Committee's consideration.

1. Public Comments

No one present.

Action Items

2. Consideration of the February 18, 2021 TAC Meeting Minutes

Presented by Chairman Mike Horn.

MOTION: Rick Cross moved approval of the minutes.

SECOND: Denise Adams.

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of the Draft Fiscal Year 2021-2022 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.
- As part of the UPWP there were two request for studies: The Village of Clemons is requesting \$50,000 for their Bicycle and Pedestrian Plan and the City of Winton-Salem is requesting \$150,000 to ensure that the MPO is using its Congestion Management Plan effectively and efficiently.
- The Village and the City would be responsible for the 20% match for these studies.
- The City of Winston- Salem is also requesting and additional \$100,000 for their Winston-Salem Transit Authority (WSTA) Route Study.
- This would amend the Fiscal Year 2020-2021 UPWP.
- The total amount for this study would be \$200,000: \$160,000 being the federal portion and \$40,000 being the 20% match.

MOTION: Allen Joines moved approval of Item 3.

SECOND: James Shore.

VOTE:

FOR: Unanimous

AGAINST: None

MOTION: Denise Adams moved approval of Item 3a.

SECOND: Rick Cross.

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) 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 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 will be made available for public review and comment for at least 30 days from February 15, 2021 through March 17, 2021.
- No comments were received during that time.

MOTION: Denise Adams moved approval.

SECOND: Allen Joines.

VOTE:

FOR: Unanimous

AGAINST: None

5. Consideration of Request to Modify the Winston-Salem Urban Area Metropolitan Planning Organization's (WSUAMPO) Federal Functional Classification (FFC) Network.

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.
- Between November 23, 2020 and December 28, 2020 staff held an open call for request to modify the WSUAMPO's FFC network.
- The Streets and Highways subcommittee meet on February 9, 2021 to discuss the proposed request.

- The process requires action by the Transportation Advisory Committee, then their recommendation is forwarded to NCDOT and FHWA for further review and further action.

A brief discussion ensued regarding how to address freight trucks using residential roads.

MOTION: Jenny Fulton moved approval.

SECOND: Allen Joines.

VOTE:

FOR: Unanimous

AGAINST: None

6. Consideration of the Federal Transit Administration (FTA) Formula Program Section 5307 Funding Allocations for Winston Salem Urban Area for Fiscal Year 2021, the Program of Projects (POP) and an Amendments to the 2020-2029 Metropolitan Transportation Improvement Program (MTIP)

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 \$5,218,153 in FY 2021.
- 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).
- 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 is distributed in accordance with the percentages developed by the FTA.
- Based upon those percentages it is recommended that Davidson County Transportation (DCT) receive \$186,957, Piedmont Authority for Regional Transportation (PART) receive \$579,407, Winston-Salem Transit Authority (WSTA) receive \$4,443,605, and \$55,000 be used for traditional JARC programs.
- In accordance with federal standards, the Program of Projects (POP) outlines how each of the transit authorities will use these funds and public participation requirements.
- The public participation period was held for 30 days between February 15 and March 17, 2021.
- The Public Hearing is scheduled to occur at the Transportation Advisory Committee (TAC) meeting on March 18, 2021 to provide maximum opportunities for public engagement and feedback.

- In order for any of these agencies to receive the Section 5307 funds, the 2020-2029 Metropolitan Transportation Improvement Program (MTIP) must be amended to include operating and capital assistance for each agency funded from 5307 funds totaling \$5,218,153.
- Once the allocation of funding is approved by the Transportation Advisory Committee (TAC), programmed and amended in the Metropolitan Transportation Improvement Program (MTIP) then amended in the 2020-2029 State Transportation Improvement Program (STIP), applications will be submitted to FTA.
- The City of Winston-Salem must also execute a Split Letter with PART to receive these funds.

MOTION: Robert Clark moved approval.

SECOND: Rick Cross.

VOTE:

FOR: Unanimous

AGAINST: None

7. 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 2021, the Program of Projects (POP) and an Amendment to the 2020-2029 Metropolitan Transportation Improvement Program (MTIP)

Presented by Toneq' McCullough.

- The Federal Transit Administration (FTA) 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 is eligible to receive \$580,567 in FY 2021.
- The Winston-Salem Transit Authority (WSTA) is requesting to use the available funds to purchase four TransAid Vans and one Support Vehicle to replace aging fleet and the remaining funds for transit facility rehabilitation projects and capital maintenance.
- In accordance with federal standards, the Program of Projects (POP) outlines how WSTA will use these funds and public participation requirements.
- The public participation period was held for 30 days between February 15 and March 17, 2021.
- The Public Hearing is scheduled to occur at the Transportation Advisory Committee (TAC) meeting on March 18, 2021 to provide maximum opportunities for public engagement and feedback.

- In order for WSTA to have these funds available, the following steps must be followed to include approval by the TAC, programming and amending of the Metropolitan Transportation Improvement Program (MTIP) and the 2020-2029 State Transportation Improvement Program (STIP) and submission to FTA.

MOTION: Robert Clark moved approval.

SECOND: Allen Joines.

VOTE:

FOR: Unanimous

AGAINST: None

8. Consideration of a Request to hold a special meeting on April 15, 2021

Presented by Kelly Garvin.

- A special meeting needs to be held on April 15, 2021 to meet with CMAQ deadline requirements.
- The deadline could not be postponed.

MOTION: Allen Joines moved approval.

SECOND: Rick Cross.

VOTE:

FOR: Unanimous

AGAINST: None

Information Items for Future Action

9. Review of the Fiscal Year 2022 Federal Congestion Mitigation and Air Quality (CMAQ) Call for Projects

Presented by Victoria Bailiff.

- 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, 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.
- The North Carolina Department of Transportation (NCDOT) announced the release of federal CMAQ funds for the Winston-Salem Urban Area MPO for Fiscal Years 2022.
- The funds are eligible to be programmed for projects in Fiscal Year 2022, which runs from October 1, 2021 through September 30, 2022.
- NCDOT allocated \$1,794,028 to the Winston-Salem Metropolitan Planning Organization (WSMPO) for Fiscal Year 2022.

- Two candidate projects were submitted for funding consideration.
- The City of Winston-Salem requested \$920,000 for Winston-Salem Transit Authority (WSTA) Night, Saturday and Sunday Service.
- As well as \$874,028 for Replacement Buses and Capital items.
- The Office of Environmental Assistance & Protection is in the process of evaluating both projects to determine the annual pollutant reduction in kilograms.
- The Office of Environmental Assistance & Protection uses series of computer models that estimate the average emissions for different types of highway vehicles.
- The vehicle emission factors, projected number of vehicles a project will remove from the network and dynamics are used to determine the annual emissions reduction.

10. Review of Amendments to the 2020 Comprehensive Transportation Plan for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMP)

Presented by Byron Brown.

- The Winston-Salem Urban Area updated and adopted The Comprehensive Transportation Plan on January 21, 2021.
- The Comprehensive Transportation Plan (CTP) and the Metropolitan Transportation Plan (MTP) outlines the desires of our community's transportation network for the next 25 years 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.
- Following the adoption of this document, the Transportation Planning Division of the North Carolina Department of Transportation (NCDOT), reviews the document for further recommendations and validation.
- The requested changes ensure that:
 - Each project has a properly defined needs statement and descriptions
 - All CTP 2.0 Maps incorporate listed changes
 - Projects inventory reflects latest project updates from NCDOT, included completed projects since the draft document was completed
 - Project removal and updates per staff and NCDOT requests
- Per the MPO's public participation plan, these changes require a 30-day public comment period which will be held from March 12, 2021 to April 11, 2021.
- The public hearing for these amendments will be held during the next meeting of the Transportation Advisory Committee.

11. 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) 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 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 will be made available for public review and comment for at least 30 days from March 12, 2021 through April 17, 2021.

Information Items

12. Review of 2021 Federal Certification Report

Presented by Kelly Garvin and Suzette Morales.

- Pursuant to 23 U.S.C. 134(k) and 49 U.S.C. 5303(k), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the metropolitan transportation planning process in Transportation Management Areas (TMAs) at least every four years.
- In general, the reviews consist of three primary activities: a site visit, a review of planning products (in advance of and during the site visit), and preparation of a Certification Review Report that summarizes the review and offers findings.
- The reviews focus on compliance with Federal regulations, challenges, successes, and experiences of the cooperative relationship between the MPO(s), the State DOT(s), and public transportation operator(s) in the conduct of the metropolitan transportation planning process.
- On December 2-3, 2020, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conducted the certification review of the transportation planning process for the Winston-Salem urbanized area.
- As a result of this review, FHWA and FTA are certifying the transportation planning process conducted by the North Carolina Department of Transportation (NCDOT), Winston-Salem MPO and Winston Salem Transit Authority (WSTA).
- There are recommendations in the report that warrant close attention and follow-up, as well as areas that the MPO is performing very well and that are to be commended.

- The report details the fifth review of this MPO.
- Due to the Covid-19 pandemic this risk-based review, conducted in December 2020, consisted of a formal “virtual” on-site visit held via Microsoft Teams, a 30-day public comment review period, a virtual public meeting and an opportunity for the MPO Board to provide comments.
- No comments were received from the public.
- Participants in the review included representatives of FHWA, FTA, NCDOT, WSTA, Piedmont Authority for Regional Transportation (PART), Davidson County Transportation System (DCTS) and Winston-Salem MPO staff.
- A desk audit of current documents and correspondence was completed prior to the site visit.
- In addition to the formal review, routine oversight mechanisms provide a major source of information upon which to base the certification findings.
- The overall conclusion of the Certification Review is that the planning process for the Winston-Salem MPO complies with the spirit and intent of Federal metropolitan transportation planning laws and regulations under 23 USC 134 and 49 USC 5303.
- The planning process at the Winston-Salem MPO is a continuing, cooperative, and comprehensive process and reflects a significant professional commitment to deliver quality in transportation planning.

13. Review of the North Carolina Department of Transportation’s Target for Safety Performance Measures

Presented by Victoria Bailiff, Brian Mayhew and Brian Murphy.

- 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.
- 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.
- At the end of August every year, NCDOT sets the targets for the state’s Safety Performance Measures (PM). North Carolina MPO’s have 180 days to either adopt the state’s targets or set their own targets.
- This year, on January 21, 2021 the Winston-Salem TAC approved a resolution of support for the safety performance measure targets established by the State.
- Brian Mayhew and Brian Murphy, Safety Planning Engineers for the NCDOT, will be making a presentation on Safety Performance measures and tracking.
- Statewide data trends include: population, vehicle miles traveled (VMT), fatalities, serious injuries, bicycle and pedestrian fatalities and serious injuries and total reported crashes.
- The North Carolina Strategic Highway Safety Plan’s goal is to reduce all fatalities and serious injuries by half by 2035, moving towards zero by 2050.
- The state population continues to grow each year.

- VMT normally increase each year, however, due to Covid-19 pandemic VMT numbers decreased for 2020.
- Fatalities increased for the year 2020.
- The serious injuries number increased for 2020 significantly, however, there was a serious injury definition change in 2016 that caused that increase.
- Bicycle and Pedestrian fatalities increased for 2020 while bicycle and pedestrian serious injuries decreased.
- Reported crashes for 2020 decreased, again the Covid-19 pandemic may have caused the decrease.
- Winston-Salem Urban Area MPO data trends include VMT, total reported crashes, fatalities, serious injuries, bicycle and pedestrian fatal and serious injuries, pedestrian crashes, bicycle crashes and breakdown by municipality with the Winston-Salem Urban Area MPO.
- Winston-Salem MPO VMT numbers decreased for 2020 while statewide VMT numbers increased.
- The 2020 numbers for fatal crashes, total reported crashes, serious injury crashes, non-motorized fatal and serious injury crashes, pedestrian crashes and bicycle crashes are not yet available, however, 2019 numbers are included in the report.
- MAP-21/FAST Act rulemaking requires State DOTs and MPOs to set targets for 5 Highway Safety Improvement Program safety performance metrics.
- The final rules were published in the Federal Register in March 2016 and became effective April 2016.
- Targets are based on 5 year rolling averages, are for calendar years and are established annually.
- Safety performance measures target reporting dates: State's deadline is August 31 and MPOs deadline is February 27.
- North Carolina State Strategic Highway Safety Plan is available at <https://spatial.vhb.com/ncdotshsp/>.
- North Carolina has not met or made significant progress toward achieving safety performance target, please note these are difficult targets to meet.

Brian Mayhew responded to Robert Clark stating that more specific information regarding accident types/cause can be made available upon request.

A discussion ensued regarding AI technology in newer vehicles.

The committee requested a condensed version of the presentation on a quarterly basis.

Brian Mayhew stated that 75% of fatalities involve not wearing a seatbelt, speed and/or alcohol. A discussion ensued regarding these being social issues, not engineering issues.

Staff Reports

14. 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

No questions for staff.

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.

15. Next Meeting/Adjourn Meeting

- Next TAC meeting will be April 15, 2021

Chairman Horn stated that the FHWA NC Division became aware of a situation where an MPO is lobbying to Congress. This a reminder that MPOs are not allowed to use federal planning funds to lobby Congress (this includes paying for MPO staff to draft associated letters). Individual Board members may write to their representatives, as long as state or local laws allow, but these letters should not appear to be letters from the MPO.

ADJOURNMENT 5:40 pm