

**MINUTES
WINSTON-SALEM URBAN AREA
TRANSPORTATION ADVISORY COMMITTEE (TAC)
JULY 20, 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
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
Allen Todd, Mayor, Town of Wallburg
Regina “Nora” Streed, Board Member, WSTA
Mark Baker, Mayor, Village of Tobaccoville
Zak Crofts, Commissioner, Davidson County
Mike Wells, Member, NC Board of Transportation

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

STAFF PRESENT:

Joe Geigle, FHWA
Diane Hampton, NCDOT
Scott Rhine, PART
Cary Gentry, FCOEAP
Jordan Payne, FCOEAP
Richard Jones, Davidson County Transportation
James Upchurch, NCDOT
Art Barnes, WSTA
Margaret Bessette, CCPB
Toneq’ McCullough, WSDOT
Fred Haith, WSDOT
Byron Brown, WSDOT
Matthew Burczyk, WSDOT
Kelly Garvin, WSDOT
Morgan Simmons, WSDOT

RECORDING SECRETARY: Laura Whitaker, WSDOT

OTHERS:

Sharon Fisher, Winston-Salem Chamber of Commerce
Chris Thompson, Town of Kernersville

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

1. Citizen Comments

No one present.

Action Items

2. Consideration of the May 18, 2017 TAC Meeting Minutes

Presented by Chairman Williams.

MOTION: Denise Adams moved approval of the minutes.

SECOND: Allen Joines

VOTE:

FOR: Unanimous

AGAINST: None

3. Consideration of the Fiscal Year 2018 Federal Congestion Mitigation and Air Quality (CMAQ) Projects for the Winston-Salem Urban Area MPO

Presented by Kelly Garvin.

- 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.
- NCDOT allocated \$1,944,463 to the Winston-Salem Metropolitan Planning Organization (WSMPO) for Fiscal Year 2018.
- Four candidate projects were submitted for funding consideration:
 - The Village of Clemmons requested \$320,000 for the sidewalk portion of their Market Center Drive Phase II project.
 - The Piedmont Authority for Regional Transportation (PART) requested \$350,784 for Winston-Salem Express Saturday Service.
 - The City of Winston-Salem requested \$810,030 for Winston-Salem Transit Authority (WSTA) Night, Saturday and Sunday Service.
 - The Town of Lewisville requested \$581,316 for construction of the Lewisville-Clemmons Sidewalk Extension project.

- MPO staff recommends funding all requested projects, with the two public transit projects receiving approximately \$58,000 less than their requested amount in order to accommodate both sidewalk projects

MOTION: Allen Joines moved approval.

SECOND: Denise Adams

VOTE:

FOR: Unanimous

AGAINST: None

4. Consideration of the Federal Transit Administration Formula Program 2017 5307 Funding Allocation for the Winston Salem Urban Area

Presented by Morgan Simmons.

- Transit systems located in urbanized areas of more than 200,000 in population are eligible to receive Federal Transit Administration (FTA) Section 5307 funds for operating and capital assistance.
- The FTA announced the full year apportionment for the Winston Salem Urban area in the amount of \$4,233,716. On May 18, 2017, the Winston-Salem Urban Area Transportation Advisory Committee approved a partial year apportionment and a formalized allocation process.
- The Winston Salem Urban Area currently has 3 eligible sub-recipients for funding: the Winston Salem Transit Authority (WSTA), Piedmont Authority for Regional Transportation (PART) and Davidson County Transportation. Recipients are eligible based on annual data reported to the National Transit Database (NTD), which is also outlined in the allocation process guidance.
- Additionally, funding for the Job Access Reverse Commute (JARC) program, which provides for job access for low-income individuals, is deducted from the full apportionment prior to its division among the three eligible recipients. This deduction is in the amount of \$55,000.
- As per the allocation process guidance, MPO staff coordinated an allocation meeting with eligible agencies to confirm that the funding identified can be used by the agency.
- WSTA is eligible to receive \$3,594,152, PART is eligible to receive \$415,289 and Davidson County Transportation is eligible to receive \$169,275.

A discussion ensued regarding project funding.

MOTION: Denise Adams moved approval.

SECOND: Zak Crotts

VOTE:

FOR: Unanimous

AGAINST: None

Information for Future Action Items

5. Review of the Federal Transit Administration (FTA) Bus and Bus Facilities Grant Program, Section 5339, for the Winston Salem Urban Area

Presented by Morgan Simmons.

- FTA Section 5339 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 a FY 2016 apportionment of \$397,880 and a FY 2017 apportionment of \$410,820.
- The Winston-Salem Transit Authority (WSTA) has expressed an interest in using the available funds to purchase the following items to further enhance operations of the paratransit demand service for elderly and disabled passengers: five new TransAid vans to replace aging fleet, bus camera upgrades to twenty current TransAid vans, and an Interactive Voice Response (IVR) System that provides call back services for the Transit Call Center.
- The 2018-2027 STIP must be amended to include a total of \$808,700 in FTA Section 5339 funds and \$202,175 in local funds for the required 20% match with a the grand total of \$1,010,875 for WSTA to implement the program for the aforementioned projects.

A discussion ensued regarding bus cameras and bus stops.

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

Presented Morgan Simmons.

- The Winston Salem Urban Area is the direct recipient of the Job Access Reverse Commute (JARC), Section 5307, grant program and the Enhanced Mobility of Seniors and Individuals with Disabilities, Section 5310, FTA grant program.
- These grant programs, under the Federal Transit Administration, assist eligible agencies in meeting the transportation needs of low-income, disabled and elderly populations in the area.
- Available funding includes FY 2016/FY 2017 allocation for JARC, Section 5307 (\$110,000.00) and Section 5310 (\$542,913.00) and reallocated funding for JARC, Section 5307 (\$16,511.38) and Section 5310 (\$115,894.72).
- The Winston Salem Urban Area is currently underway with its Request for Projects for JARC Section 5307 and Section 5310 FTA grant funding.
- This process has included an applicant workshop, a 30-day call for projects, and review of applications by the Greensboro Urban Area Metropolitan Planning Organization

(GUAMPO) as well as review by the City of Winston's Community Agency Allocation Committee.

- WSDOT staff received one applicant for the JARC, Section 5307, funding and four applicants for the Section 5310 funding.
- The next steps include approval by the Transportation Advisory Committee, programming and amending of the Urban Area's Metropolitan Transportation Improvement Program (MTIP), amendment approval of the State Transportation Improvement Program (STIP) and submission to FTA.

7. Review of the Prioritization 5.0 Schedule and Winston Salem Urban Area Projects

Presented by Fredrick Haith.

- Fred Haith distributed the action request and draft Prioritization 5.0 project spreadsheets.
- Prioritization 5.0 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 5.0 is the identification of projects for evaluation and scoring by NCDOT's Strategic Planning Office of Transportation (SPOT).
- Carryover Projects are projects that automatically carry over from P4.0 for evaluation in P5.0
- Existing Projects are projects that DO NOT automatically carry over from P4.0 for evaluation in P5.0
- New Project Submittals are the 23 new projects that the WSMPO can submit.
- Existing Projects if submitted for P5.0 evaluation, count towards the new project submittal limit of 23.
- There are 20 potential new highway projects; 8 public transit projects; 30 bicycle and pedestrian projects and 24 carryover projects.

Division 9 will submit some of the Winston-Salem MPO's 30 bicycle and pedestrian projects.

A discussion ensued regarding the Wilcox Bridge project.

A discussion ensued regarding the carry over list versus new project list.

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

Presented by Fredrick Haith.

- The Draft 2018-2027 STIP was released on January 4, 2017.
- The WSMPO public comment period was from February 23, 2017 to March 31, 2017.
- NCDOT public comment period was from March 28 to May 16, 2017.
- The NCDOT released an updated version of the Draft 2018-2027 State Transportation Improvement Program on June 28, 2017. It includes 144 new projects.

- The public comment period was held from June 28 to July 12, 2017.
- The 2018-2027 STIP was initially scheduled to be approved by the NC Board of Transportation at its June 2017 meeting, but approval was delayed to allow the department to make adjustments to reflect updated revenue.
- The 2018-2027 STIP is scheduled to be approved in August 2017.

A discussion ensued regarding the Jonestown Road sidewalk project relating to project costs.

Dan Besse requested a map of the sidewalk project.

9. Review of the Winston-Salem Urban Area Metropolitan Planning Organization logo

Presented by Byron Brown.

- Logos have the distinct ability to influence moods, inform and identify a business, organization, individual or point of operation. A successful logo design will be effective in conveying a brands message and image and will often be used on letterheads, websites, official documents and items of the nature.
- Over the past several months the WSMPO staff has worked with the City of Winston-Salem’s Marketing staff to create a number of logo options for the TAC to review.
- Specific elements of the logo that we wanted to focus on included:
 - Depicting the MPO as inclusive (not Winston-Salem focused)
 - Incorporating the modes of transportation found here locally
 - Creating a visually informing image which can be used in color or grey-scale
- Currently the Winston-Salem MPO does not have a formalized adopted logo.
- Many of the other MPO’s across the state already have unique logos which set them apart from other MPOs.
- Our logo like theirs would be used to distinguish our MPO from others, as well as be used on official documents, mailings and the MPO’s website.

Several committee members requested staff come back to committee with different logo options.

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

10. MPO Staff Reports

a. NCDOT Division 9 Transportation Projects Update

No questions for staff.

b. NCDOT Transportation Planning Update

No questions for staff.

c. Forsyth County OEAP Air Quality Update

No questions for staff.

d. Bicycle and Pedestrian Facilities Projects Update

Presented by Matthew Burczyk.

- The National Cycling Center (NCC) and Zagster launched a bike share program in Winston-Salem over Memorial Day weekend. The initial launch included 50 bikes at 8 stations, located primarily in the downtown area, but also including the Gateway YWCA and Salem Lake. Two more stations will be opened adjacent to Long Brand Trail when it is completed.
- After six weeks of use, the program has seen over 900 rides from nearly 600 users.
- Hourly and annual memberships are available with an hourly rate of \$3 or an annual rate of \$30, which includes unlimited rides of 60 minutes or less.
- Rentals are handled via the Zagster mobile app or text messaging. The NCC and Zagster are exploring system expansion through new sponsorships from local businesses and organizations.

e. Winston-Salem Transit Authority (WSTA) Update

No questions for staff.

f. Piedmont Authority for Regional Transportation (PART) Update

No questions for staff.

g. Title VI Compliance Update

Nothing new to report.

h. MPO Calendar of Activities

Presented by Fredrick Haith.

- The Board of Transportation will meet on August 3, 2017 in Greensboro at the O'Henry Hotel. The Winston-Salem MPO staff will make a presentation at the meeting.

i. Legislative Update

No questions for staff.

j. Ethics Liaison

Nothing new to report.

11. Next Meeting/Adjourn Meeting

Presented by Larry Williams.

- Next TAC meeting will be held September 21, 2017.

ADJOURNMENT 5:13 pm