

# MEMORANDUM

**DATE:** October 8, 2018  
**TO:** Winston-Salem Urban Area MPO Transportation Advisory Committee (TAC)  
**FROM:** Margaret C. Bessette, Assistant Planning Director and TAC Secretary  
e-mail: [margb@cityofws.org](mailto:margb@cityofws.org); office phone: (336) 747-7058  
**SUBJECT:** Agenda for the October 18, 2018 TAC Meeting at 4:15 p.m.  
**PLACE:** Stuart Municipal Building, 5th Floor Public Meeting Room

## AGENDA

- Ethics Awareness and Conflict of Interest Statement (Chairman Larry Williams)
- 1. Citizen Comments (Chairman Larry Williams)

### Action Items

2. Consideration of the July 19, 2018 TAC Meeting Minutes (Enclosed) (Chairman Larry Williams)
3. Consideration of the Winston-Salem Urban Area Metropolitan Planning Organization's Prioritization 5.0 Division Needs Local Point Assignments (Enclosed) (Kelly Garvin)
4. Consideration of Transit Performance Measures and Targets for Winston-Salem Urban Area Metropolitan Planning Organization to be incorporated into the 2040 Metropolitan Transportation Plan (Enclosed) (Byron Brown)
5. Consideration of Letter of Support for Davidson County Transportation (DCT) for North Carolina Department of Transportation's Federal Transit Administration Section 5310 funding (Enclosed) (Byron Brown)

### Information Items for Future Action

6. Review of Amendments and Modifications to the Fiscal Year 2018-2027 Metropolitan Transportation Improvement Program (MTIP) (Enclosed) (Byron Brown)
7. Review of Endorsement of Targets for Performance Measures for Asset Conditions (PM2) and System Reliability (PM3) established by North Carolina Department of Transportation and (NCDOT) and Amendment to the 2040 Metropolitan Transportation Plan (Enclosed) (Evan Koff)

### Information Items

8. Business 40 Presentation (Toneq' McCullough)

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

9. MPO Staff Reports (Enclosed)
  - a. NCDOT Division 9 Transportation Projects Update (Pat Ivey)
  - b. NCDOT Transportation Planning Update (James Upchurch)
  - c. Piedmont Triad Regional Council of Governments Update (Lawrence Holdsworth)
  - d. Forsyth County OEAP Air Quality Update (Cary Gentry)
  - e. Bicycle and Pedestrian Facilities Projects Update (Matthew Burczyk)
  - f. Winston-Salem Transit Authority (WSTA) Update (Toneq' McCullough)
  - g. Piedmont Authority for Regional Transportation (PART) Update (Scott Rhine)
  - h. Davidson County Transportation (Richard Jones)
  - i. Title VI Compliance Update (Kelly Garvin)
  - j. MPO Calendar of Activities (Byron Brown)
  - k. Legislative Update (Evan Koff)
  - l. Ethics Liaison (Margaret Bessette)
  
10. Next Meeting/Adjourn Meeting (Chairman Larry Williams)

## **Winston-Salem Urban Area MPO TAC Ethical Requirements\***

**TAC members must avoid a conflict of interest.** No member or their alternate may participate in any action as a TAC member if the action may result in a reasonably foreseeable financial benefit to the member, the member's extended family, or any business with which the member is associated.

A TAC member or their alternate may participate in an action of the MPO or RPO if the action is ministerial only and does not require the exercise of discretion.

**TAC members must disclose a conflict of interest in writing.** TAC members and their alternates have a duty to promptly disclose in writing to the TAC any actual or potential conflicts of interest, using the Abstention Form provided by the TAC Secretary.

These disclosures are a public record and must be attached to the minutes of the meeting in which any discussion or vote was taken by the TAC related to that conflicts disclosure.

**TAC members must not use or disclose confidential information.** TAC members and their alternates shall not use or disclose any nonpublic information gained as a member in a way that would affect a personal financial interest of the member, the member's extended family or a business with which the member is associated.

\*Based on the requirements of SENATE BILL 411 (SL 2013-156), signed into law by NC Governor on June 19, 2013. The Act is entitled "AN ACT TO PROVIDE THAT THE TRANSPORTATION ADVISORY COMMITTEES OF METROPOLITAN PLANNING ORGANIZATIONS AND RURAL TRANSPORTATION PLANNING ORGANIZATIONS ARE SUBJECT TO STANDARD ETHICS PROVISIONS".

**Winston-Salem Urban Area MPO  
Transportation Advisory Committee (TAC) MEETING  
Meeting Date: \_\_\_\_\_**

**ABSTENTION FROM VOTING**

The undersigned TAC Member abstains from voting on the following Agenda items and requests that the official record of the Meeting shows that he or she did not vote on the motion:

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Item \_\_\_\_\_

Reason for Abstention: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

The TAC Member should review the agenda prior to the meeting, list the agenda items or other matters for which he or she desires to abstain from voting, sign name, and give request to Margaret Bessette, Secretary to the TAC, prior to the meeting.