

# RURAL PLANNING RURAL ORGANIZATION

## RPO Technical Coordinating Committee

February 13th, 2020 – 10:00 A.M., Land of Sky Regional Council

### Agenda

#### 1. WELCOME AND INTRODUCTIONS

Welcome and Introductions  
Agenda Approval/Modifications

Jodie Ferguson  
Jodie Ferguson

#### 2. PUBLIC COMMENT

#### 3. ADOPTION OF PREVIOUS TCC MEETING MINUTES

A. Minutes from the RPO TCC September 9, 2019 Meeting

#### 4. RPO BUSINESS

- A. P6.0 Update, **DRAFT** LOSRPO Highway Project List
- B. **DRAFT** LOSRPO PWP
- C. LOSRPO 2020 Meeting Schedule
- D. Elect New TCC Chair and Vice Chair
- E. NC Moves 2050 Plan Update Presentation

Vicki Eastland  
Vicki Eastland  
Vicki Eastland  
Vicki Eastland  
Daniel Sellers

#### 5. REGULAR UPDATES

- A. NCDOT Division 13 and 14 updates
- B. Transportation Planning Branch Updates
- C. Staff Updates

Division Staff  
Daniel Sellers  
Vicki Eastland

#### 6. PUBLIC COMMENT

#### 7. ADJOURNMENT

### Upcoming Meetings

Land of Sky RPO TAC – Thursday Feb 27th, 2020 - 11:30 PM Large Conference Room

Land of Sky RPO TCC- March 12th, 2020-10:00 AM LOSRC French Broad (Large)  
Conference Room

### **3. ADOPTION OF PREVIOUS TCC MEETING MINUTES**

A. Minutes from the RPO TCC September 12, 2019 TCC Meeting

#### **RPO Technical Coordinating Committee**

September 12, 2019 – 10:00 A.M., Land of Sky Regional Council

#### **Minutes**

#### **Attendance:**

Forrest Gilliam	Vicki Eastland	Zia Rifkin	Steve Williams
Stephen Sparks	Tristan Winkler	Hannah Cook	Jodie Ferguson
Troy Wilson	Daniel Sellers	Erica Anderson	Matt Cable
Nick Kroncke	Nancy Allen	Emily Scott-Cruz	April Alm

#### **WELCOME AND HOUSEKEEPING**

Vice Chair Forrest Gilliam called the meeting to order at approximately 10:00am, welcomed everyone in attendance, and requested introductions. He communicated that the agenda was presented for approval with no modifications requested.

***Jodie Ferguson moved to approve the agenda as presented. Nancy Allen seconded and the motion carried as all were in favor.***

#### **PUBLIC COMMENT**

No public comments were made.

#### **ADOPTION OF THE PREVIOUS TCC MINUTES**

***Steve Williams moved to approve the May 9, 2019 TCC minutes as presented. Matt Cable seconded and as all were in favor, the motion carried.***

#### **RPO BUSINESS**

LOSRPO Letters of Support for Rural Transit Providers FTA: Vicki Eastland shared that NCDOT Integrated Mobility Division (formerly Public Transit Division) requires public transit providers to reach out to their MPO/RPO planning partners for letters of support for their applications for Federal Transit Agency (FTA) Section 5310 Funds. The (FTA) Section 5310 Enhanced Mobility for seniors and Individuals With Disabilities provides funds for programs and projects aiming to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding mobility options. She noted that there were three applicants this year: Land of Sky's Senior Companion Program, Haywood County Public Transit, and Transylvania County Public Transit. Many times these funds are utilized to provide transportation services that could cross county lines.

***Matt Cable moved to recommend the letters of support for Rural Transit Providers go to the LOSRPO TAC for approval. Jodie Ferguson seconded and the motion carried without further discussion.***

Regional Trail Update: Tristan Winkler, MPO Director, provided a brief presentation on a regional trail concept being developed through a Regional Trail Workgroup made up of representatives from local governments and non-profits from across the state. The Regional Trail Plan is anticipated to document a vision of a connected trail system, based on local plans, as well as a brand.

Tristan Winkler communicated that the Regional Trail Workgroup has been working to stitch together the regional connectivity, which is very important to an initiative such as this. He presented a conceptual map from the workgroup that includes trails that cross county lines and shows the concept of the regional trail through alignments. The regional trail connects all five counties in the LOSRPO region. These sections of the regional trail are all conceptualized in plans; for those areas that are not in a plan, jurisdictions are looking at ways to include the missing pieces in upcoming plans. Tristan Winkler noted that this is a big concept and is something that could be more than the sum of its parts. He informed the TCC that an online map is under development and there are hopes to fundraise and brand the trail. The brand is imagined to have a local flair and highlight the region. Tristan Winkler noted that the Hellbender Trail is the recommended name from the workgroup.

Discussion occurred about the regional trail plan and whether there were other trails, noted in plans, which were not shown on the map. Vicki Eastland shared that already existing facilities are being looked at as destinations.

***Informational only- no action required.***

NCDOT I-26 Communication Plan: Vicki Eastland shared that, currently, there are several projects programmed to widen I-26 from Hendersonville to Weaverville. Disruptions from construction are expected as with any major transportation improvement project.

Wanda Austin explained the plan to communicate upcoming construction activities on the I-26 Corridor and efforts to mitigate traffic disruptions. She noted that the NCDOT construction website would be utilized as a communications platform with up-to-date information. She informed the TCC that the Buncombe County portion of the project has been let and the Henderson County portion should be let soon.

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Wanda Austin shared that there is an upcoming question and answer session with local media in the region. WLOS plans to use their "State of the Road" segment to communicate

Mitigation plans for traffic disruptions. She noted that the Mountain TMC is up and running and would coordinate with NCDOT and Emergency Management. Coordination of alternate routes is under development. She also noted that US 25 is the main (alternate) corridor and 191 and 280 are also involved, among other routes. The I-26 project requires a massive shift to move traffic to alternate routes.

Wanda Austin shared that NCDOT would also be working with Social Media sites to disseminate information. Additionally, two-lanes along project routes would be open at all times and much of the constructions may be done during off-peak hours.

### ***Informational only- no action required.***

NCDOT Complete Streets Policy Update: Vicki Eastland shared that the NC Board of Transportation recently passed an update to its Complete Streets Policy. She noted that the complete policy documentation is available and shared that one of the most exciting aspects of the new policy is the inclusion of alternate modes with the construction of highway projects and the updated cost share. She shared that under the updated policy, it is especially important for jurisdictions to include non-highway projects in local plans. When that occurs, under the updated policy, when a highway project is funded, non-highway projects along the route could be funded without a match as long as the project is in a local plan. Also, transit projects along highway corridors could be funded with no match, too. Ongoing projects in the STIP, which have adjacent project modes could be funded without a cost share with highway projects.

### ***Information item only- no action required.***

2020-2029 STIP and SPOT6.0 Timeline Updates: Vicki Eastland shared that the 2020-2029 Statewide Transportation Improvement Program (STIP) was developed between 2017-2019 through NCDOT's prioritization process, SPOT 5 or P5.0. The STIP is made up of highway and non-highway projects that use state or federal transportation funds some projects are carried over from the previous STIP and others are a result of P5.0. The entire LOSRPO STIP is available on the LOSRPO website:

[http://www.landofsky.org/pdf/LGS/RPO/LOSRPO\\_2019STIP.pdf](http://www.landofsky.org/pdf/LGS/RPO/LOSRPO_2019STIP.pdf). The full statewide document may be viewed on the NCDOT website: <https://www.ncdot.gov/initiatives-policies/Transportation/stip/Documents/2020-2029-final-stip.pdf>.

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Vicki Eastland noted that while project timelines may have changed, if a project was in the STIP previously, it has carried over.

Vicki Eastland communicated that NCDOT has released an updated schedule for P6.0 that moves several key dates for the process. Vicki Eastland shared key dates with the TCC including that local meetings to select project submittals would occur September 2019 thru January 2020.

Other updates to the SPOT6 timeline include draft project submittal lists are due by February 2020; final project list approved by LOSRPO TAC in March 2020; project prioritization public survey released winter/spring 2019/2020; draft statewide programmed projects and SPOT scores released end of February 2021; LOSRPO local input points methodology due March 1, 2021; Local input projects due May 28, 2021; local input points for Division Needs projects due October 29, 2021; and, the draft 2023-2032 STIP released February 2022.

***Informational item only- no action required.***

Elect New TCC Chair and Vice Chair: Vicki Eastland shared that Chair Daniel Cobb is no longer with the City of Brevard. Due to this, the TCC needs to elect officers. Forrest Gilliam is the current Vice Chair. The term is two years with the ability to serve two consecutive terms. Vicki Eastland opened the floor for officer nominations.

***Nancy Allen moved to elect Forrest Gilliam as Chair and Jodie Ferguson as Vice Chair. Matt Cable seconded the motion, which carried as all were in favor.***

NCDOT Preliminary Engineering Project Suspension List: Vicki Eastland shared that NCDOT has suspended work on a number of projects due to concerns of maintaining a minimum cash balance. More than 900 projects across the state are impacted. She reviewed a list of the impacted projects in the LOSRPO region.

Steve Williams communicated that the memo directing NCDOT to suspend projects came out August 30. He reminded TCC members that it was only a couple of years ago that NCDOT accelerated projects in order to spend down funding. During that time, NCDOT was hit with enormous expenses for storm damage and other expenses, which were not in the budget. Therefore, the decision was made to suspend projects. At this time, the length of suspension is not known. He noted that funds would be coming in and the cash balance would get built back up.

Discussion occurred regarding the projects that were suspended in Madison County. Hannah Cook was able to confirm that the Crossroads project was not suspended. NCDOT staff also shared that as far as an indication of when suspensions would be lifted is partially determined by how quickly the cash balance could be built back up.

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***Informational item only- no action required.***

## **REGULAR UPDATES**

NCDOT Division 13 and Division 14 Updates  
TPB Updates  
Legislative Updates  
Staff Updates

## **PUBLIC COMMENT**

No public comments.

## **ADJOURNMENT**

***Jodie Ferguson moved to adjourn the meeting. Matt Cable seconded and the meeting adjourned.***

## **Staff Recommendations:**

Review the DRAFT TCC minutes and adopt with requested edits..

## 4. RPO Business

### Item 4A Prioritization 6.0 Update, DRAFT LOSRPO Highway Project List

#### SPOT6.0 Updates

NCDOT has released an updated schedule for P 6.0 that moves several key dates for the process. Here is a table of Key Dates in the process:

Prioritization Task	Estimated Date
Local Meetings to select project submittals	September 2019- January 2020
<b>DRAFT Projects Submittal list</b>	<b>February, 2020</b>
Final Project List Approved by LOS TAC	March 2020
Project Prioritization Public Survey	Winter-Spring 2019/2020
DRAFT Statewide Programmed Projects and SPOT Scores Released	End of February 2021
LOSRPO Local Input Point Methodology Due	March 1st, 2021
Local Input Points for Regional Input Projects Due	May 28th, 2021
Local Input Points for Division Needs Projects Due	October 29th 2021
DRAFT 2023-2032 STIP Released	February 2022

#### Project List

In this round of prioritization, Land of Sky RPO has 16 new Project submittals for each mode of transportation. In addition to new submittals, Land of Sky RPO has five carryover highway projects, three in Transylvania Co. and two in Madison Co. Land of Sky RPO Staff has held meetings with staff and elected officials from each RPO county to gather input on the DRAFT LOSRPO SPOT 6.0 Project Submittal list. This list represents the Highway Projects; there are bicycle and pedestrian projects in Transylvania County/City of Brevard and remaining Bike/Ped slots. There may be Public Transit Projects in Madison and Transylvania County. Land of Sky RPO will continue to enter projects into the SPOT On!ine tool for testing, and work with NCDOT Division 13/14 staff as well as SPOT office staff to improve submitted projects. The final list will come back before the TCC/TAC at the March meetings. The DRAFT LOSRPO P6.0 Highway Project list can be viewed [HERE](#).

#### Staff Recommendations:

Review the DRAFT Project List, vote to recommend to the RPO TAC for approval.

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Item 4B DRAFT LOSRPO PWP

**FY 2020-2021  
PLANNING WORK PROGRAM  
ANNUAL PROPOSED FUNDING SOURCES TABLE**

**Land of Sky Rural Planning Organization**

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS		
		LOCAL 20%	STATE 80%	TOTAL
<b>I. DATA COLLECTION AND ASSESSMENT</b>				
I-1	<b>DATA COLLECTION AND ASSESSMENT</b>	\$ 2,400	\$ 9,600	\$ 12,000
I-1.1	Highway			
I-1.2	Other Modes			
I-1.3	Socioeconomic			
I-1.4	Title VI			
<b>II. TRANSPORTATION PLANNING</b>				
II-1	<b>COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT</b>	\$ 2,600	\$ 10,400	\$ 13,000
II-1.1	Develop CTP Vision			
II-1.2	Conduct CTP Needs Assessment			
II-1.3	Analyze Alternatives and Environmental Screening			
II-1.4	Develop Final Plan			
II-1.5	Adopt Plan			
II-2	<b>PRIORITIZATION</b>	\$ 3,000	\$ 12,000	\$ 15,000
II-2.1	Project Prioritization			
II-3	<b>PROGRAM AND PROJECT DEVELOPMENT</b>	\$ 1,400	\$ 5,600	\$ 7,000
II-3.1	STIP Participation			
II-3.2	Merger / Project Development			
II-4	<b>GENERAL TRANSPORTATION PLANNING</b>	\$ 3,957	\$ 15,827	\$ 19,784
II-4.1	Regional and Statewide Planning			
II-4.2	Special Studies, Projects and Other Trainings			
<b>III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES</b>				
III-1	<b>ADMINISTRATIVE ACTIVITIES</b>	\$ 2,800	\$ 11,200	\$ 14,000
III-1.1	Administrative Documents			
III-1.2	TCC / TAC Work Facilitation; Ethics Compliance			
III-1.3	Program Administration			
<b>IV. DIRECT COSTS</b>				
IV-1	<b>PROGRAMMATIC DIRECT CHARGES</b>	\$ 480	\$ 1,920	\$ 2,400
IV-1.1	Program-wide Direct Costs			
IV-2	<b>ADVERTISING</b>	\$ 200	\$ 800	\$ 1,000
IV-2.1	News Media Ads			
IV-3	<b>LODGING, MEALS, INCIDENTALS</b>	\$ 640	\$ 2,560	\$ 3,200
IV-3.1	Hotel Costs			
IV-3.2	Meal Costs			
IV-3.3	Incidentals			
IV-4	<b>POSTAGE</b>	\$ 4	\$ 16	\$ 20
IV-4.1	Mailings			
IV-5	<b>REGISTRATION / TRAINING</b>	\$ 200	\$ 800	\$ 1,000
IV-5.1	Conference Registration			
IV-5.2	Meeting / Workshop / Training Fees			
IV-6	<b>TRAVEL</b>	\$ 1,260	\$ 5,040	\$ 6,300
IV-6.1	Mileage Reimbursement			
IV-6.2	Car Rental Costs			
IV-6.3	Other Travel Expenses			
<b>V. INDIRECT COSTS</b>				
V-1	<b>INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 18-19</b>	\$ 7,653	\$ 30,612	\$ 38,265
V-1.1	Incurred Indirect Costs			
<b>TOTAL</b>		<b>\$ 26,594</b>	<b>\$ 106,375</b>	<b>\$ 132,969</b>

Approved by the TAC on: \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Signature, TAC Chairman

\_\_\_\_\_  
Signature, RPO Secretary

# FY 2020-2021 PLANNING WORK PROGRAM Narrative LOS Rural Planning Organization

## I. DATA COLLECTION AND ASSESSMENT

### I-1 DATA COLLECTION AND ASSESSMENT \$ 12,000.00

#### I-1.1 Highway

Conduct CTP Needs Assessment and other hwy data assessments as needed

#### I-1.2 Other Modes

RPO staff will continue to work with members to conduct bike/ped counts where requested/Continue work w/ Public Transit Providers

#### I-1.3 Socioeconomic

RPO staff will continue to track SE data as needed

#### I-1.4 Title VI

RPO staff will continue to track Title VI data

## II. TRANSPORTATION PLANNING

### II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT \$ 13,000.00

#### II-1.1 Develop CTP Vision

RPO staff will work w/TPD and Counties on CTP updates, wrap up Transylvania Co and FBRMPO, potentially start Madison County

#### II-1.2 Conduct CTP Needs Assessment

RPO staff will work w/TPD and Counties on CTP updates, wrap up Transylvania Co and FBRMPO, potentially start Madison County

#### II-1.3 Analyze Alternatives and Environmental Screening

RPO staff will work w/TPD and Counties on CTP updates, wrap up Transylvania Co and FBRMPO, potentially start Madison County

#### II-1.4 Develop Final Plan

RPO staff will work w/TPD and Counties on CTP updates, wrap up Transylvania Co and FBRMPO, potentially start Madison County

#### II-1.5 Adopt Plan

RPO staff will work w/TPD and Counties on CTP updates, wrap up Transylvania Co and FBRMPO, potentially start Madison County

### II-2 PRIORITIZATION \$ 15,000.00

#### II-2.1 Project Prioritization

RPO staff will conduct all necessary work for SPOT6.0

### II-3 PROGRAM AND PROJECT DEVELOPMENT \$ 7,000.00

#### II-3.1 STIP Participation

RPO staff will review and provide comment on STIP results of SPOT5.0 and SPOT6.0

#### II-3.2 Merger / Project Development

RPO staff will continue to participate in the design process of projects in our region

### II-4 GENERAL TRANSPORTATION PLANNING \$ 19,784.00

#### II-4.1 Regional and Statewide Planning

RPO staff serves on a number of NCARPO statewide committees, this work will continue. Attend NCARPO meetings, NCAMPO conference, National RPO-NADO participation, FBRMPO meetings,

#### II-4.2 Special Studies, Projects and Other Trainings

RPO staff will continue planning for CMAQ, Park n Ride counts and surveys, Hellbender Regional trail wg, and other regional and statewide planning projects and other special studies as needed.

### III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES

#### III-1 ADMINISTRATIVE ACTIVITIES \$ 14,000.00

##### III-1.1 Administrative Documents

RPO staff will maintain RPO admin documents, PWP and quarterly invoices and annual report

##### III-1.2 TCC / TAC Work Facilitation; Ethics Compliance

RPO staff will facilitate TCC/TAC

##### III-1.3 Program Administration

Other necessary administrative issues.

### IV. DIRECT COSTS

#### IV-1 PROGRAMMATIC DIRECT CHARGES \$ 2,400.00

##### IV-1.1 Program-wide Direct Costs

NADO dues, BOX GIS account, RPO equipment and maintenance as needed

#### IV-2 ADVERTISING \$ 1,000.00

##### IV-2.1 News Media Ads

Prioritization ads other ads as needed for public involvement

#### IV-3 LODGING, MEALS, INCIDENTALS \$ 3,200.00

##### IV-3.1 Hotel Costs

Travel to 4 NCARPO quarterly meetings and the annual MPO Conference. Travel to Statewide workgroup meetings other conferences/trainings NCAUG, othe GIS trainings.

##### IV-3.2 Meal Costs

Per diem

##### IV-3.3 Incidentals

Parking fees

#### IV-4 POSTAGE \$ 20.00

##### IV-4.1 Mailings

As needed for Title VI and other correspondence

#### IV-5 REGISTRATION / TRAINING \$ 1,000.00

##### IV-5.1 Conference Registration

NCAMPO Conference, GIS conferneces, NADO Rural Transportation conference etc

##### IV-5.2 Meeting / Workshop / Training Fees

other conferences/trainings NCAUG, other GIS trainings,

#### IV-6 TRAVEL \$ 6,300.00

##### IV-6.1 Mileage Reimbursement

Travel including any trips that are not within staffs normal commute.

##### IV-6.2 Car Rental Costs

When it is cost effective to rent a car verses taking a personal vehicle.

##### IV-6.3 Other Travel Expenses

### V. INDIRECT COSTS

#### V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGNECY FY 18-19 \$ 38,265.00

##### V-1.1 Incurred Indirect Costs

Based on Indirect letter provided to NCDOT

#### TOTAL \$ 132,969.00

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**Staff Recommendations:**

Review the DRAFT PWP, vote to recommend to the RPO TAC for approval

**Item 4C: LOSRPO 2020 Meeting Schedule**

## Land of Sky RPO TCC/TAC 2020 Meeting Schedule

**Land of Sky RPO TCC – 2<sup>nd</sup> Thursday at 10:00 a.m.** (unless otherwise noted)

February 13th, 2020

March 12th, 2020

June 11th, 2020

August 13th, 2020

November 19th, 2020 (Joint Meeting, 11:00AM)

**Land of Sky RPO TAC – 4<sup>th</sup> Thursday at 11:30 a.m.** (unless otherwise noted)

February 27th, 2020

March 26th, 2020

June 25th, 2020

August 27th, 2020

November 19th 2020 (Joint Meeting, 11:00AM)

**Staff Recommendations:**

No action required Information only.

# RURAL PLANNING ORGANIZATION

## **Item 4D: Elect new TCC Chair and Vice Chair**

Because LOSRPO TCC Chair Forrest is no longer with Madison County. The TCC needs to hold an election of officers. At their last election of officers the TCC elected Forrest Gilliam, Madison County as Chair and Jodie Ferguson, Haywood County as Vice-Chair. The term is two years with the ability to serve two consecutive terms.

### **Staff Recommendations:**

Nominate individuals and vote for new officers

## **Item 4E: NC Moves 2050 Plan Update Presentation**

The NC MOVES 2050 Plan is the required statewide transportation plan update. The previous plan was called, “**the 2040 Plan**” The purpose of the plan is to establish a long-term transportation vision for NC and an outline of specific goals and strategies for how that vision will be achieved. The plan takes into consideration current and future growth, funding and technologies to develop a transportation plan that will be efficient and reliable.

### **Staff Recommendations:**

No action required Information only.

## **5. REGULAR UPDATES**

- D. NCDOT Division 13 and 14 updates
- E. Transportation Planning Branch Updates
- F. Staff Updates

Division Staff  
Daniel Sellers  
Vicki Eastland

## **ADJOURNMENT**

### **Upcoming Meetings**

**Land of Sky RPO TAC – February 27, 2020 – LOSRC French Broad (Large) Conference Room**