

# Meeting Agenda

RPO Technical Advisory Committee

June 25th, 2020 – 11:30 Zoom Meeting Platform

## 1. WELCOME AND HOUSEKEEPING

- |   |              |
|---|--------------|
| A. Welcome and Introductions                        | Matt Wechtel |
| B. Ethics Statement & Agenda Approval/Modifications | Matt Wechtel |

## 2. APPROVAL OF PREVIOUS TCC MEETING MINUTES

- |   |              |
|---|--------------|
| Minutes from the RPO TAC March 26th, 2020 Meeting | Matt Wechtel |
|---|--------------|

## 3. PUBLIC COMMENT

## 4. LAND OF SKY RPO TAC BUSINESS Items

- |   |                |
|---|----------------|
| A. P6.0 Update  | Vicki Eastland |
| B. LOSRPO Planning Work Program PWP amendment                           | Vicki Eastland |
| C. Resolution of Support for City of Brevard Bike/Ped<br>Planning Grant | Vicki Eastland |

## 5. PUBLIC COMMENT

## 6. REGULAR UPDATES

- |  |                        |
|--|------------------------|
| A. NCDOT Division 13 and 14 updates<br>Most Recent Updates <a href="http://landofskyrpo.org/">http://landofskyrpo.org/</a> | Mark Gibbs/Brian Burch |
| B. NCDOT Transportation Planning Division  | TPD Staff              |
| C. Staff Updates and Housekeeping  | Vicki Eastland         |

## 7. ADJOURN LOSRPO MEETING

Matt Wechtel

Upcoming Meeting

**Land of Sky RPO TCC Meeting on August 13, 2020**

**Land of Sky RPO TAC Meeting on August 27, 2020**

# Meeting Agenda

## Item 1B: Ethics Statement

### **ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER**

**(To be read by the Chair or his or her designee at the beginning of each meeting)**

**In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid conflicts of interest. Does any Board member have any known conflict of interest with respect to any matters coming before the Board today? If so, please identify the conflict and refrain from any participation in the particular matter involved.**

### **2. APPROVAL OF PREVIOUS MEETING MINUTES:**

Land of Sky Rural Planning Organization  
**Technical Advisory Committee**  
**Minutes – March 26<sup>th</sup>, 2020**

#### Attendees:

Chair Matt Wechtel  
 Vicki Eastland  
 Zia Rifkin  
 Maureen Copelof  
 Erica Anderson  
 Jason Chappell

Brian Burch  
 Mark Gibbs  
 Troy Wilson  
 Hannah Cook  
 Stephen Sparks  
 Daniel Sellers

Steve Williams  
 Brownie Newman  
 Lonnie Watkins  
 James Upchurch

### **WELCOME AND INTRODUCTIONS**

Chair Matt Wechtel called the meeting to order at approximately 11:30am and welcomed attendees. He read the Ethics Statement, and inquired if there were any conflicts, which would preclude TAC members from voting on business items, to state such for the record, and to refrain from participating in the matter. He requested approval of the agenda, at this time.

# Meeting Agenda

**Brownie Newman moved to approve the agenda as presented. Jason Chappell seconded, and the motion carried without further discussion.**

## **PUBLIC COMMENTS**

No public comments received.

## **APPROVAL OF TAC MINUTES**

**Jason Chappell moved to approve the minutes from the February 27, LOSRPO TAC meeting. Maureen Copelof seconded, and the motion carried without further discussion.**

## **BUSINESS**

### Prioritization 6.0 LOSRPO Project Submittal 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. Due to Transylvania County's decision to withdraw one of their carryover projects from P6.0, they are getting an additional submittal in its place (Old Rosman Highway). The updated list distributed for the meeting shows the non-highway projects as well as highway projects. Both the TCC and TAC approved the Draft Highway Projects list at their February meetings. There was an advertisement in the March 4 Mountain Express to open the public comment period. At this time, we have received no public comments on the Draft List. RPO staff continues to enter projects into the SPOT Online tool working with NCDOT Divisions 13 and 14 staff as well as SPOT office staff to improve submitted projects. The project list can be viewed at <http://landofskyrpo.org/prioritization/>

Vicki Eastland reviewed the project submittal list with LOSRPO TAC members by sharing her screen. She notes that the public involvement plan requirements have been met for the project submittal list for this round of prioritization.

**Jason Chappell moved to approve LOSRPO P6.0 Project List for submittal in this round of prioritization. Maureen Copelof seconded, and the motion carried without further discussion.**

## **PUBLIC COMMENT**

No public comments received.

## **REGULAR UPDATES AND ANNOUNCEMENTS**

NCDOT Division 13 (Hannah Cook) & 14 Updates (Steve Williams, Lonnie Watkins)

TPD Updates (James Upchurch, Daniel Sellers)

Staff Updates (Vicki Eastland)

## **ADJOURNMENT**

**Brownie Newman moved to adjourn the meeting. Jason Chappell seconded, and the meeting adjourned.**

# Meeting Agenda

## 4. LAND OF SKY RPO TAC BUSINESS

### Item 4A: Prioritization 6.0 LOSRPO Project Submittal List

The Schedule has changed:

Prioritization Task	Estimated Date
Final Project List Approved by LOS TAC	March 2020
SPOT Online Closes for submitting projects	July 31st
DRAFT Identified Needs Due for Hwy Projects	September 11, 2020
Area Specific Weights due	October 23rd
Final Identified Needs and Complete Streets Project sheets due for all projects (Hwy and Non-Hwy)	April 23 <sup>rd</sup> , 2021
DRAFT Programmed Statewide Mobility Projects and Quantitative Scores for all projects released	End of May, 2021
Local Input Point Assignment Methodologies Due	June 1, 2021
Local Input Points for Regional Impact Projects Due	August 27 <sup>th</sup> , 2021
DRAFT list of Programmed Regional Impact Projects	End of October, 2021
Local Input Points for Division Needs Projects Due	January 28 <sup>th</sup> , 2022
DRAFT 2023 – 2032 STIP Released	May 2022

### Project List

Both the TCC and TAC approved the final project at their March meetings. RPO staff continues to enter projects into the SPOT Online tool working with NCDOT Division 13/14 staff as well as SPOT office staff to improve submitted projects.

<http://landofskyrpo.org/prioritization/>

### Staff Recommendations:

No action required, information only.

# Meeting Agenda

## **Item 4B: LOSRPO Planning Work Program (PWP) Amendment**

The Land of Sky Rural Planning Organization (LOSRPO) is seeking Transportation Planning Branch approval for the amended FY 2020 Planning Work Program. RPO staff, who reviewed the current fiscal year planning work program and budget, identified shifts of funding that are necessary to reflect actual work demands through the last three months of the fiscal year; deemed this amendment necessary. The Technical Coordinating Committee will recommend the changes on **June 11, 2020** and the Technical Advisory Committee will endorse these on **June 25, 2020**. There is no change to the RPO's overall budget and RPO members will not be requested to provide money.

The following changes are recommended:

### IV-3 Lodging, Meals, Incidentals

- IV-3 Lodging Meals, Incidentals: Because of the impacts of COVID-19, LOSRPO staff did not undertake the types of travel as staff would normally. For this reason, LOSRPO staff requests to shift funding to programs with ongoing work tasks. There are no changes to the specified deliverables, but the amount of money allocated for Lodging, Meals, Incidentals is **reduced** by \$1,744.68.
- Total for IV-3 (Lodging, Meals, Incidentals) – **reduced** by \$1,744.68.
- Funds shifted will be re-allocated over several funding categories with ongoing work tasks.

### IV-5 Registration / Training

- IV-5 Registration / Training: Because of the impacts of COVID-19, LOSRPO staff did not attend anticipated Conferences. For this reason, LOSRPO staff requests to shift funding to programs with ongoing work tasks. There are no changes to the specified deliverables, but the amount of money allocated for Registration / Travel is **reduced** by \$735.00.

### IV-6 Travel

- IV-6 Travel: Because of the impacts of COVID-19, LOSRPO staff did not undertake the types of travel as staff would normally. For this reason, LOSRPO staff requests to shift funding to programs with ongoing work tasks. There are no changes to the specified deliverables, but the amount of money allocated for Travel is **reduced** by \$3,591.28.

# Meeting Agenda

## II-4 General Transportation Planning

- Additional work in NCARPO items and Western RPO Meetings.
- Total for II-4 (General Transportation Planning) – **increased** by \$1,163.07.

## II-2 Prioritization and Program Development

- Additional work demands for SPOT6.0.
- Total for II-2 Prioritization and Program Development – **increased** by \$4,907.89.

### **Staff Recommendations:**

Review and vote to approve PWP amendment.

### **Item 4C Resolution of Support, City of Brevard Bike/Ped Planning Grant**

City of Brevard staff are submitting for an NCDOT Bicycle/Pedestrian Planning Grant. A resolution of support is required from the RTAC. The deadline for application is June 30, 2020.

## **RESOLUTION ENDORSING THE APPLICATION FOR PEDESTRIAN PLAN FUNDS BY THE CITY OF BREVARDY, NC**

**WHEREAS**, North Carolina General Statutes 136-211 enacted July 6, 2000, provides for the establishment of Rural Transportation Planning Organizations (RPOs) to provide rural entities a cooperative and unified voice in project selection and funding, and enhance their involvement in integrated multi-model transportation planning; and

**WHEREAS**, the Transportation Advisory Committee is the duly recognized transportation decision-making body of the Land-of-Sky Rural Planning Organization; and

**WHEREAS**, the North Carolina Department of Transportation Division of Bicycle and Pedestrian Transportation has established a Bicycle and Pedestrian Planning Grant which provides funding to projects that will result in comprehensive local bicycle and pedestrian transportation plans; and

**WHEREAS**, the City of Brevard, North Carolina has decided to apply for funding from the Department of Transportation for a comprehensive bicycle and pedestrian plan for the application cycle that ends June 30, 2020; and

**WHEREAS**, the Transportation Advisory Committee finds it in the best interest of the Land of Sky Rural Planning Organization to endorse the City of Brevard's application.

# Meeting Agenda

**NOW THEREFORE**, be it resolved that the Land of Sky Rural Planning Organization Transportation Advisory Committee hereby endorses the application by the City of Brevard and, if the project is selected, will provide technical assistance for the duration of the project.

**ADOPTED:** This the 25<sup>th</sup> Day of June 2020.

**Staff Recommendations:**

Vote to adopt this LOSRPO Resolution of Support for the City of Brevard's Bike and Pedestrian Planning Grant.

**5. PUBLIC COMMENT**

**6. REGULAR UPDATES**

A. NCDOT Division 13 and 14 updates NCDOT Staff  
 Most Recent Updates <http://landofskyrpo.org/>

B. Staff Updates Vicki Eastland

**ANNOUNCEMENTS, NEWS, SPECIAL UPDATES**

**7. ADJOURN LOSRPO MEETING** Matt Wechtel

**Upcoming Meeting**

**Land of Sky RPO TCC Meeting on August 13, 2020**

**Land of Sky RPO TAC Meeting on August 27, 2020**