

LAND OF SKY

# RURAL PLANNING RURAL ORGANIZATION

## RPO Technical Coordinating Committee

May 9, 2024 – 10:00 A.M., Land of Sky Regional Council and Zoom Platform.

[Join LOSRPO TCC Meeting](#)

Meeting Id: 896 8454 9909 Passcode: 659569

### Agenda

1. **WELCOME AND INTRODUCTIONS**  
Welcome and Introductions, Darby Terrell
2. **PUBLIC COMMENT**
3. **Approval of Agenda and Consent Agenda** Darby Terrell
  - A. March 14, 2024, TCC Minutes
4. **RPO BUSINESS**
  - A. Recommend LOSRPO DRAFT FY 2025 PWP to TAC for adoption Vicki Eastland
  - B. Recommend LOSRPO DRAFT Prioritization 7.0 LIP Methodology to TAC for adoption Vicki Eastland
  - C. Adopt LOSRPO TCC Bylaws Amendments Vicki Eastland
  - D. Prioritization 7, P7 update Vicki Eastland
5. **REGULAR UPDATES**
  - A. NCDOT Division 13 and 14 updates Division Staff
  - B. Transportation Planning Division Updates Daniel Sellers
  - C. NCDOT Integrated Mobility Updates Alexius Farris
  - D. Staff Updates Vicki Eastland
6. **PUBLIC COMMENT**
7. **ADJOURNMENT**

### Upcoming Meetings

**Land of Sky RPO TAC – Thursday May 16th, 2024 - 11:30 AM LOSRC Offices and Zoom**

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**Land of Sky RPO TCC - Thursday June 9th, 2024 – 10:00AM LOSRC Offices and Zoom**

**3. Consent Agenda**

Minutes from the RPO TCC March 14<sup>th</sup>, 2024, Meeting

**Remote and in Person Attendance:**

Chair William High	Vicki Eastland	Stephen Sparks
Hannah Smith	Forrest Gilliam	Asha Rado (Minutes)
Steve Williams	Tristan Winkler	Garron Bradish
Darby Terrell	Aaron Bland	Brody Sitton
Daniel Seller	Troy Wilson	Chris Medlin
Abigail Incze		

**WELCOME AND HOUSEKEEPING**

Chair William High called the meeting to order at approximately 10:03 am, welcomed everyone, and roll was called. A quorum was announced to conduct business.

**PUBLIC COMMENT**

William High opened the floor for public comment. No public comments were received.

**CONSENT AGENDA**

January 2024 Meeting Minutes

***Forrest Gilliam moved to approve the agenda, consent agenda including the January 2024 Meeting Minutes. Hannah Smith seconded, and the motion passed upon a unanimous roll call vote.***

**RPO BUSINESS**

**Item 4A: LOSRPO DRAFT FY 2025 PWP**

LOSRPO staff has developed the DRAFT LOSRPO Planning Work Program, (PWP) and received/incorporated comments on the FY 2025 Draft PWP from NCDOT TPD. Like most years, the PWP is a continuation of ongoing RPO projects. The Transylvania County Comprehensive Transportation Plan (CTP) is being drafted and will be adopted in FY 2025 if it has not been by the end of FY 2024. There is a sizable percentage of the planning funds in the General Transportation category, LOSRPO staff serve on a few statewide work groups and committees, as well as ones with more regional significance, this is also the category that special studies such as the upcoming Safe Streets 4 All Regional Action Plan, potential SPR project, Regional Transit Plan and other general planning activities fall into. SPOT 7.0 will account for much funding this

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calendar year and requires a significant amount of funding. Data Collection, Project Development and Admin make up the bulk of the remaining funding except for RPO Direct charges, Travel, and indirect funds.

The entire Draft Planning work Program can be reviewed at the link below.

## [LOSRPO DRAFT FY 2025 PWP](#)

No discussion occurred.

***Steve Williams moved to recommend to the Board the Draft FY 2025 PWP for Public Comment period and then approval at the May 16<sup>th</sup> TAC meeting. Forrest Gilliam seconded, and the motion passed upon a unanimous roll call vote***

## **Item 4B: LOSRPO DRAFT Prioritization 7.0 Local Input Point Methodology**

The NCDOT Strategic Planning Office of Transportation (SPOT) has been tasked with evaluating and programming transportation projects as stipulated in the Strategic Transportation Investments (STI) legislation, enacted on June 26, 2013. As part of STI, each MPO/RPO and NCDOT Division Office may assign local points to projects in the Regional Impact and Division Needs categories, but not the Statewide Mobility category.

NCDOT requires that the methodology include the following components:

- At least two criteria (with at least one being qualitative)
- Public involvement (on the proposed methodology, and the preliminary assignment of local input points to projects based on the approved methodology)
- Dissemination of methodology, local points, and public input on LOSRPO's website ([www.landofskyrpo.org](http://www.landofskyrpo.org))

Land of Sky RPO's Draft Local Input Point (LIP) Assignment Methodology has been sent to the NCDOT SPOT office for review. On March 7, 2024, I received an email from the manager of the NCDOT SPOT office stating that Because the LOSRPO DRAFT (LIP) Methodology is effectively unchanged from P6.0, the SPOT office approves the Methodology for P7.0.

LOSRPO's Public Involvement Plan (PIP) requires a twenty-eight-day public comment period before adoption. After review and comments by the TCC, the Draft LIP Methodology will be reviewed by the LOSRPO TAC at their March 16 meeting, then advertised in the Mountain Express for the required public comment period, then brought back during the May meeting cycle, to the TCC on May 9 for review and recommendation to the TAC for final approval at their May 16 meeting.

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The tables below demonstrate the criteria that Land of Sky RPO proposes to use to assign Local Input Points in SPOT 7.0.

Regional Impact Scoring		
Criteria	Max. Score Possible	Scoring Methodology
SPOT Quantitative Score	50	Actual SPOT quantitative score from NCDOT (Regional scores on a 70-point scale, final results multiplied by 0.7143 to convert them to a 50-point scale)
County Ranking	50	#1 Priority = 50 points      #2 Priority = 45 points #3 Priority = 40 points      #4 Priority = 35 points #5 Priority = 30 points      #6 Priority = 25 points #7 Priority = 20 points      #8 Priority = 15 points #9 Priority = 10 points      #10 Priority = 5 points
Total	100	

Division Needs Scoring		
Criteria	Max. Score Possible	Scoring Methodology
SPOT Quantitative Score	50	Actual SPOT quantitative score from NCDOT
County Ranking	50	#1 Priority = 50 points      #2 Priority = 45 points #3 Priority = 40 points      #4 Priority = 35 points #5 Priority = 30 points      #6 Priority = 25 points #7 Priority = 20 points      #8 Priority = 15 points #9 Priority = 10 points      #10 Priority = 5 points
Total	100	

Discussion occurred around what is in the whole score combined.

**Steve Williams moved to recommend to the board the DRAFT LPI for public comment and then adoption at the May 16<sup>th</sup> TAC meeting.**

**Forrest Gilliam seconded the motion which passed unanimously upon a roll call vote.**

**Item 4C: LOSRPO TCC election of Officers**

Because LOSRPO TCC Chair William High and Vice Chair Jodie Ferguson have served their two-year terms. The TCC needs to hold an election of officers. The RPO Bylaws state that officers can serve consecutive terms if they wish. Both current officers have served two consecutive terms, therefore we need to elect both a new Chair and Vice Chair for the TCC.

Discussion occurred around nominations, Darby Terrell was nominated for Chair and Forrest Gilliam nominated for Vice-Chair.

***Aaron Bland moved to recommend to the board to elect new TCC officers Darby Terrell (for Chair) and Forrest Gilliam (for Vice Chair).***

***Steve Williams seconded the motion which passed unanimously upon a roll call vote.***

**Item 4D: LOSRPO TCC Bylaws Amendments**

Land of Sky RPO TCC Bylaws, first adopted 2006, first amendment 2009, need a refresh. Due to technological advancements, we are now capable of holding hybrid meetings that are inclusive of TCC members attending both in person and virtually. The Bylaws do not reference attendance options so I thought that in an abundance of caution we should include language that references virtual attendance. The TCC Bylaws state that notification and meeting materials will be mailed to members. I would like to change that to emailed. There is also a minor change in the language of municipal members. The only major change is in the Election of TCC officers section. The current Bylaws state annual terms with (2) consecutive terms. I miss read this and have been holding elections every two years, which I think works better given the limited number of RPO meetings each year.

The Bylaws are on the Land of Sky RPO website for public review, the Land of Sky RPO Public Involvement Plan requires a 28-day public comment period for Bylaws amendments. If the TCC votes to approve the amendment, this item will come back at the May 9, 2024, TCC meeting for your approval.

**[DRAFT TCC Bylaws](#)**

Discussion on strengthening wording around municipalities and if the wording should be changed or not.

***Forrest Gilliam moved to approve the LOSRPO TCC Bylaws Amendments for adoption at May 9<sup>th</sup> meeting.***

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***Darby Terrell seconded the motion which passed unanimously upon a roll call vote.***

## **PUBLIC COMMENT**

Chair High opened the floor a second time for public comment. No public comments were received.

### **5. REGULAR UPDATES**

- |   |                    |
|---|--------------------|
| A. NCDOT Division 13 and 14 updates<br><a href="https://landofskyrpo.org/division-13-updates/">https://landofskyrpo.org/division-13-updates/</a><br><a href="https://landofskyrpo.org/division-14-updates/">https://landofskyrpo.org/division-14-updates/</a> | Division Staff     |
| B. NCDOT Transportation Planning Division Updates<br><a href="https://landofskyrpo.org/ncdot-tpd-news/">https://landofskyrpo.org/ncdot-tpd-news/</a>  | Daniel Sellers, PE |
| C. NCDOT Integrated mobility Division   | Alexius Farris     |
| D. Staff Updates  | Vicki Eastland     |

## **ADJOURNMENT**

***Chair High adjourned the meeting at 10:53 AM as there was no further business.***

### **Staff Recommendation**

Approve the Consent Agenda

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## **RPO BUSINESS**

### **Item 4A: Recommend LOSRPO DRAFT FY 2025 PWP to TAC for adoption**

The LOSRPO the DRAFT LOSRPO Planning Work Program, (PWP), has been approved by NCDOT TPD and presented to the TCC and TAC at the March meetings. There have been no changes made to the DRAFT PWP as far as the annual LOSRPO's annual allocation of planning funds. However, LOSRPO did apply for State Planning & Research Funds for the "Downtown Brevard Circulation Study". The now retired Director of NCDOT Transportation Planning Division, Jamal Alavi, notified me in April that LOSRPO was being awarded \$180,000.00 of combined State and Federal SP&R funds for the study. Because federal SP&R funds require a 20% local match, NCDOT will be providing half of



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the required match or 10% of the total Project cost and Transylvania County and the City of Brevard will be providing the other half of the match or 10% of the project cost.

Project title	Total project amount (\$)	Total reimbursable funds on this project (\$) (combined State and Federal)	Total Local Match Required from Transylvania County and the City of Brevard. Match to be split equally between county and city.
Downtown Brevard Transportation Study	200,000	180,000	20,000.00

The entire Draft Planning work Program can be reviewed at the link below.

[LOSRO-DRAFT-FY-2025-PWP-with-SPR-Funded-Study.pdf](#)

**Staff Recommendations:**

**Recommend Draft FY 2025 PWP with the SP&R funded study to TAC for approval at the May 16, TAC meeting.**

**Item 4B: Recommend LOSRPO DRAFT Prioritization 7.0 LIP Methodology to TAC for adoption**

The NCDOT Strategic Planning Office of Transportation (SPOT) has been tasked with evaluating and programming transportation projects as stipulated in the Strategic Transportation Investments (STI) legislation, enacted on June 26, 2013.

As part of STI, each MPO/RPO and NCDOT Division Office may assign local points to projects in the Regional Impact and Division Needs categories, but not the Statewide Mobility category.

NCDOT requires that the methodology include the following components:

- At least two criteria (with at least one being qualitative)
- Public involvement (on the proposed methodology, and the preliminary assignment of local input points to projects based on the approved methodology)
- Dissemination of methodology, local points, and public input on LOSRPO's website ([www.landofskyrpo.org](http://www.landofskyrpo.org))

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Land of Sky RPO's Draft Local Input Point (LIP) Assignment Methodology has been approved by the NCDOT SPOT office. The DRAFT LIP Methodology was presented to the LOSRPO TCC and TAC at the March meetings and recommended for release for public comment and adoption. As required by LOSRPO's Public Involvement Plan (PIP) the RPO ran an ad in the Mountain Express for the required public comment period. There have been no public comments received about the LIP as of the drafting of this agenda.

The tables below demonstrate the criteria that Land of Sky RPO proposes to use to assign Local Input Points in SPOT 7.0.

Regional Impact Scoring		
Criteria	Max. Score Possible	Scoring Methodology
SPOT Quantitative Score	50	Actual SPOT quantitative score from NCDOT (Regional scores on a 70-point scale, final results multiplied by 0.7143 to convert them to a 50-point scale)
County Ranking	50	#1 Priority = 50 points      #2 Priority = 45 points #3 Priority = 40 points      #4 Priority = 35 points #5 Priority = 30 points      #6 Priority = 25 points #7 Priority = 20 points      #8 Priority = 15 points #9 Priority = 10 points      #10 Priority = 5 points
Total	100	

Division Needs Scoring		
Criteria	Max. Score Possible	Scoring Methodology
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Total	100	



**Staff Recommendations:**

**If there are no comments from TCC, Recommend to TAC for public hearing and adoption at the May 16, 2024, Meeting.**

**Item 4C: LOSRPO TCC Bylaws Amendments**

Land of Sky RPO TCC Bylaws, first adopted 2006, first amendment 2009, needed a refresh. At the March TCC meeting the recommended edits were shared. These edits included:

- Adding a hybrid option for meeting attendance.
- Changing references about mailing notification and meeting materials to EMAILING notification and meeting materials to members.
- Minor change in the language of municipal members.
- Change is in the Election of TCC officers' section to two-year terms with (2) consecutive terms allowed.

The Bylaws are on the Land of Sky RPO website for public review, the Land of Sky RPO Public Involvement Plan requires a 28-day public comment period for Bylaws amendments. There have been no comments as of the drafting of this agenda.

[DRAFT-TCC\\_ByLawsAmended3-18-09-20240315.pdf](#)

**Staff Recommendations:**

**Recommend RPO TCC adopt the LOSRPO TCC Bylaws Amendment.**

**Item 4D: Prioritization 7, P7 update**

NCDOT Strategic Office of Prioritization, NCDOT Divisions, RPO's and MPO's across the state are well into Prioritization 7, P7 or SPOT 7. May 24<sup>th</sup> is the projected date that the DRAFT Statewide Programed Projects and SPOT Scores will be released. At that time, the RPO will share the project scores with RPO TCC and TAC members and begin having meetings with each county to prioritize projects. At the June TCC and TAC meetings we will adopt a DRAFT Regional Impact Tier Local Input Point assignment list to be released for public comment. It may be that the DRAFT list is developed by RPO staff exercising the LIP Methodology for scoring, with the understanding that the list will change based on local priorities and meetings. The final Regional Impact point assignment will be adopted at the August TAC meeting. There will not be a July meeting, so June is the only option for the DRAFT list to be voted on. As changes are made to the DRAFT Regional Impact LIP assignment list those changes will be made to the list and updated on the RPO website.

The below calendar for Prioritization 7 is on the RPO website.

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Prioritization Task	Estimated Date
Prioritization Workgroup meets	October 2022 - June, 2023
NC Board of Transportation Adopts Methodology	June, 2023
SPOT Online Go-live Project submittal window opens	July 2023 – October, 2023
NCDOT Data Review and Scoring (Partner Rev. Feb 2024)	October 2023 – March, 2024
(LOSRPO/FBRMPO) Project Prioritization Public Survey	Winter - Spring 2024
Alternate Criteria Deadline/LOSRPO Local Input Point Methodology Due	May 2024 (RPO Action Required)
DRAFT Statewide Programmed Projects and SPOT Scores Released	End of May 2024
Regional Impact Local Input Points Window	May - August 2024 (RPO Action Required)
DRAFT Regional Impact Programmed Projects Released	September, 2024
Division Needs Local Input Points Window	October – November 2024 (RPO Action Required)
Program Division Needs Projects	December 2024
DRAFT 2026-2035 STIP Released	January, 2025

**Staff Recommendations:**  
Information only, no action required.

**PUBLIC COMMENT**

**6. REGULAR UPDATES**

- E. NCDOT Division 13 and 14 updates Division Staff  
<https://landofskyrpo.org/division-13-updates/>  
<https://landofskyrpo.org/division-14-updates/>
- F. NCDOT Transportation Planning Division Updates Daniel Sellers, PE  
<https://landofskyrpo.org/ncdot-tpd-news/>
- G. NCDOT Integrated mobility Division Alexius Farris
- H. Staff Updates Vicki Eastland

**ADJOURNMENT**

**Upcoming Meetings**

**Land of Sky RPO TAC – Thursday May 16th, 2024 - 11:30 AM LOSRC Offices and Zoom**

**Land of Sky RPO ICC- Thursday June 9th, 2024 – 10:00AM LOSRC Offices and Zoom**