



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

Transportation Advisory Committee (TAC) Meeting

Time: 10:30 – 12:00

Date: April 21, 2021

Location: Online via - <https://zoom.us/j/92064585338>

Welcome

- | | | |
|-----|--|--------------|
| I. | Welcome & Conflict of Interest Statement | Kevin Austin |
| II. | Public Comment Period | Kevin Austin |

Presentation

- | | | |
|------|--|------------|
| III. | Piedmont Authority for Regional Transportation | Kyle Laird |
|------|--|------------|

Action Items

- | | | |
|-----|----------------------------------|------------------|
| IV. | December TCC Minutes | Kevin Austin |
| V. | FY 20-21 Planning Work Program | Carter Spradling |
| VI. | FY 20-21 PWP Local Match Amounts | Carter Spradling |

Discussion Items

Other Business

- | | | |
|-------|---------------------|------------------|
| VII. | Division 9 Updates | Division Staff |
| VIII. | Division 11 Updates | Division Staff |
| IX. | RPO Update | Carter Spradling |
| X. | TPD Update | TPD Staff |
| XI. | BOT Update | BOT Staff |
| XII. | New Business | TCC Members |
| XIII. | Adjourn | Kevin Austin |

Next Meeting

June 16, 2021



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 4

October 21, 2020 Meeting Minutes

Background

The minutes are presented for your review and approval.

Attachment(s)

Meeting minutes.

Actions Requested

Approval.

NORTHWEST PIEDMONT RURAL PLANNING ORGANIZATION

MINUTES

Meeting of the Transportation Advisory Committee (TAC) - October 21, 2020

Meeting Attendees

TAC Members

Kevin Austin (Chair)	Yadkin County
Benita Finney	Davie County
Rick Morris	Danbury
Scott Needham	Pilot Mountain
Steve Yokeley	Mount Airy
Steve Shelton	Danbury
Van Tucker	Surry County
Jeff Eidson	Elkin
Cullie Tarleton	Board of Transportation

NCDOT

Mike Stanley	NCDOT, STIP
Bryan Lopez	NCDOT, Bike and Ped Div
John Rhine	NCDOT, Division 9
Phillip Craver	NCDOT, Division 9
Rob Weisz	NCDOT, Division 11
Mike Pettyjohn	NCDOT, Division 11
Reuben Crummy	NCDOT, TPD

RPO Staff

Jesse Day	PTRC
Carter Spradling	PTRC, NWP RPO

The meeting began at 10:33 AM.

Welcome

- I. **Welcome & Conflict of Interest Statement.** Mr. Austin welcomed those in attendance, reviewed the agenda, opened the meeting, and read the conflict of interest statement. No one present indicated any conflict(s) of interest.
- II. **Public Comment.** Mr. Austin asked for public comment. There were no members of the general public present.

Action Items

- III. **June 16, 2020 Meeting Minutes.** Mr. Austin shared the meeting minutes with the group. Mrs. Benita Finney made a motion to approve the minutes, and Mr. Steve Yokeley seconded the motion. The motion passed unanimously.
- IV. **Prioritization 6.0 Scoring Amendment.** Mr. Weisz proposed an amendment to scoring criteria for P6.0 modernization projects in Division 11. Mr. Van Tucker made a motion to approve the amendment, and Mr. Cullie Tarleton seconded the motion. The motion passed unanimously.
- V. **2021 Meeting Dates.** Mr. Spradling proposed a schedule of dates for the slate of 2021 NWP RPO TCC meetings. Mr. Scott Needham made a motion to approve the meeting dates, and Mr. Steve Yokeley seconded the motion. The motion passed with Mr. Cullie Tarleton abstaining due to technical issues.

Discussion Items

- VI. **STIP and Prioritization Update.** Mr. Spradling introduced Mr. Mike Stanley as the Central Region Manager of the NCDOT STIP unit. Mr. Stanley provided a presentation outlining NCDOTs financial and operational struggles and how they impact the funding of current and future projects.
- VII. **Yadkin Valley Regional Bike Plan.** Mr. Spradling provided a report outlining the current status of the YVRBP and next steps towards adoption.
- VIII. **Division 9 Update.** Mr. Craver provided a verbal report.
- IX. **Division 11 Update.** Mr. Pettyjohn provided a verbal report.
- X. **TPD Update.** Mr. Crummy provided a verbal report and went over the Northwest Piedmont RPO newsletter.
- XI. **RPO Update.** No update was given.
- XII. **BOT Update.** Mr. Tarleton gave a verbal presentation about new BOT structure and spending plan.
- XIII. **New Business.** No new business was introduced.
- XIV. **Adjourn.** Mr. Austin adjourned the meeting at 11:33.



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 5

FY 2021-2022 Planning Work Program (PWP)

Background

The NWRPO has put together a draft PWP for the upcoming fiscal year. Several categories in the Planning Work Program (PWP) allow for local technical assistance to support customized transportation planning needs.

Items identified in the PWP include the following:

- Ongoing Prioritization 6.0 activities.
- Ongoing data collection and infrastructure mapping.
- RPO involvement in broadband planning activities.
- Assistance with future Comprehensive Transportation Plans.
- Review and update of PTRPO administration documents as needed.
- Fulfill federal Title VI requirements.
- Attend relevant conferences and trainings.

Attachment(s)

FY 2021-2022 Planning Work Program (PWP).

Actions Requested

Approval.

FY 21-22
PLANNING WORK PROGRAM (DRAFT)
NARRATIVE
NORTHWEST PIEDMONT RURAL PLANNING ORGANIZATION

I. DATA COLLECTION AND ASSESSMENT

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

- I-1.1 Highway**
Perform crash data analysis, traffic volume counts, and parking inventories as needed.
- I-1.2 Other Modes**
Update and maintain bicycle, pedestrian, and trail facility data; attend county-level transit system TAB meeting; gather and assess freight data; gather data for submission of projects into Prioritization., PART collaboration
- I-1.3 Socioeconomic**
Update socioeconomic and demographic data for all counties; participate in regional CommunityViz meetings.
- I-1.4 Title VI**
Ensure NWRPO is compliant with Title VI requirement; update Environmental Justice and Limited English Proficiency (LEP) Assessment.

II. TRANSPORTATION PLANNING

II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT \$ 8,000.00

- II-1.1 Develop CTP Vision**
- II-1.2 Conduct CTP Needs Assessment**
Conduct public workshop(s)
- II-1.3 Analyze Alternatives and Environmental Screening**
Assist with alternatives and environmental screenings for CTP.
- II-1.4 Develop Final Plan**
Assist with development of maps for CTP; assist with Draft CTP report
- II-1.5 Adopt Plan**
Final CTP draft; prepare adoption resolutions for Regional CTP; attend presentation of CTPs to County and Municipal boards.

II-2 PRIORITIZATION \$ 18,225.00

- II-2.1 Project Prioritization**
Prepare and present to TCC/TAC Committed, Carryover, Holding Tank, and Deleted projects; hold meeting in each county to solicit new projects; obtain TCC/TAC approval of projects; gather data for highway projects and enter highway and non-highway projects into SPOT Online; discuss Alternative Criteria rates with other RPO/MPOs and Divisions; attend SPOT training; update Local Input Methodology; carry out steps of Methodology; post information on website as required by Methodology.

II-3 PROGRAM AND PROJECT DEVELOPMENT \$ 2,000.00

- II-3.1 STIP Participation**
Review status of projects in STIP, report to TCC/TAC.
- II-3.2 Merger / Project Development**
Attend merger meetings. Attend project officials and public meetings.

II-4 GENERAL TRANSPORTATION PLANNING \$ 19,000.00

- II-4.1 Regional and Statewide Planning**
Attend NCARPO quarterly meetings, MPO conference, RPO America conference, NC APA conference; NC Rural Center trainings, GIS conferences, NC Safe Routes to School conferences, NC Moves 2050 activities, WSMPO TCC and CTP/MTP steering committee, NC Complete Streets conferences and workshops, and other conferences as necessary; participate in NCARPO subcommittee meetings; participate in state workgroup meetings; stay up-to-date on Joint Legislative Transportation Oversight Committee meetings and report to Executive Committee and TCC/TAC as needed; assist municipalities and counties on transportation related projects; participate in Integrated Mobility workshops and development; serve as member of WSMPO pedestrian plan steering committee and Davie County bike/ped plan steering committee; Land Use Plan updates
- II-4.2 Special Studies, Projects and Other Trainings**

Provide planning and support for Piedmont Legacy Trails and other bicycle and pedestrian programs and projects; aid in CMAQ and other air quality outreach and education grants, trainings or programs; attend trainings including facilitation and GIS training; Piedmont Transportation Professionals meetings and trainings. TOD assessment; Piedmont Legacy Trails support; Clean fuels and technology support; SPR grant admin; EV charging station admin

III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES

III-1 ADMINISTRATIVE ACTIVITIES \$ 16,000.00

- III-1.1 Administrative Documents**
Prepare, obtain approval, and submit PWP and needed amendments; prepare and submit Quarterly Reports and Final Yearly Narrative; update MOU and PIP as needed.
- III-1.2 TCC / TAC Work Facilitation; Ethics Compliance**
Prepare minutes, agendas, materials, speakers, etc. for and hold TCC and TAC meetings; inform TAC of ethics information and deadlines; assist TAC members with ethics forms.
- III-1.3 Program Administration**
Providing transportation information and data; contact NCDOT staff concerning questions from, officials, citizens and TAC /TCC members; update website; perform daily tasks including phone calls, emails, etc.

IV. DIRECT COSTS

IV-1 PROGRAMMATIC DIRECT CHARGES \$ 15,000.00

- IV-1.1 Program-wide Direct Costs**

Direct costs include telephone, occupancy, dues and subscriptions, supplies and computer equipment and services including a new plotter and ArcGIS and Adobe Cloud license.

IV-2 ADVERTISING		\$ 1,250.00
IV-2.1 News Media Ads	Advertising costs for Public Hearings, workshops etc; targeted paid advertisements on social media sites.	
IV-3 LODGING, MEALS, INCIDENTALS		\$ 2,500.00
IV-3.1 Hotel Costs	Hotel costs associated with attending conferences, meetings, workshops and trainings hosted outside the 12 counties covered by the Piedmont Triad Regional Council including: NCARPO quarterly meetings, MPO conference, RPO America conference, NC APA conference; NADO Conference, NC Rural Center trainings, GIS conferences, NC Safe Routes to School conferences, NC Complete Streets conferences and workshops, facilitation training, GIS training, and other conferences and trainings as necessary.	
IV-3.2 Meal Costs	Meal costs while on overnight or extended travel.	
IV-3.3 Incidentals	Hotel parking, tips, etc.	
IV-4 POSTAGE		\$ -
IV-4.1 Mailings		
IV-5 REGISTRATION / TRAINING		\$ 1,250.00
IV-5.1 Conference Registration	MPO conference, RPO America conference, NC APA conference; NC Rural Center trainings, NADO, GIS conferences, NC Safe Routes to School conferences, NC Complete Streets conferences and workshops, and other conferences as necessary;	
IV-5.2 Meeting / Workshop / Training Fees	GIS and facilitation training	
IV-6 TRAVEL		\$ 4,500.00
IV-6.1 Mileage Reimbursement	Reimbursement for total miles traveled at the federal reimbursement rate.	
IV-6.2 Car Rental Costs	Reimbursement for rental car usage.	
IV-6.3 Other Travel Expenses	Parking fees, air fare, other.	
V. INDIRECT COSTS		
V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY FY 18-19		\$ 33,243.00
V-1.1 Incurred Indirect Costs	Indirect costs incurred for the RPO program	
TOTAL		\$ 132,968.00



AGENDA ITEM

Agenda Item 6

FY 2021-2022 Local Match Amounts

Background

NWPRPO Proposed Dues, FY 2021-2022			
Local Government	cost per person	Population Estimate (2019)	2021-2022 RPO Dues
*based on 0.15815 per person			
Town of Cooleemee	0.15815	971	\$ 154
Town of Mocksville	0.15815	5,486	\$ 868
Davie County without municipal Population*	0.15815	24,481	\$ 3,872
Town of Danbury		186	\$ 100
Town of Walnut Cove	0.15815	1,385	\$ 219
Stokes County without municipal Population*	0.15815	25,268	\$ 3,996
Town of Dobson	0.15815	1,579	\$ 250
Town of Elkin	0.15815	4,103	\$ 649
City of Mount Airy	0.15815	10,286	\$ 1,627
Town of Pilot Mountain	0.15815	1,508	\$ 238
Surry County without municipal Population	0.15815	56,013	\$ 8,858
Town of Boonville	0.15815	1,222	\$ 193
Town of East Bend		591	\$ 100
Town of Jonesville	0.15815	2,244	\$ 355
Town of Yadkinville	0.15815	2,987	\$ 472
Yadkin County without municipal Population	0.15815	31,086	\$ 4,916
Totals		169,396	\$ 26,867
Dues based on estimates posted on the NC Office of Budget and Management			
*Methodology for Stokes and Davie County Estimates			
Using 2010 Decennial Census Block Level population data, PTRC calculated the percentage of each county population within the RPO boundary. That percentage was applied to the 2019 NC State Demographer Population Estimate to find the RPO population for each county. Municipal populations were then subtracted out (Danbury and Walnut Cove for Stokes; Mocksville and Cooleemee for Davie) to calculate the population counts used in calculating dues for the 2021-2022 fiscal year.			

Attachment(s)

None.

Actions Requested

Approval.



NORTHWEST PIEDMONT
RURAL PLANNING ORGANIZATION

AGENDA ITEM

Agenda Item 9

2021 NCDOT Planning Grant Initiative.

Background

The NCDOT Division of Bicycle and Pedestrian Transportation and the Transportation Planning Branch created an annual matching grant program – the Bicycle and Pedestrian Planning Grant Initiative – to encourage municipalities to develop comprehensive bicycle plans and pedestrian plans. This program was initiated in January 2004 and is currently administered through NCDOT-DBPT.

The Planning Grant Initiative has been successful in its seventeen years - since 2004, 232 planning grants have been awarded. To date, a total of approximately \$7 million has been allocated to 226 municipalities and 6 counties through this grant program.

The application deadline is Wednesday, June 30, 2021. For more information visit:

<https://connect.ncdot.gov/municipalities/PlanningGrants/Pages/Planning-Grant-Initiative.aspx>

Attachment(s)

2021 Planning Grant Memo

Actions Requested

None.



To: NWRPO TAC & TCC Members
From: Carter Spradling
CC:
Date: April 14, 2021
Re: 2021 Bicycle and Pedestrian Planning Grant Initiative

NC DOT is accepting applications from communities for the 2021 Bicycle and Pedestrian Planning Grant Initiative. The program provides funding for municipalities across the state to develop comprehensive bicycle or pedestrian plans. There are several plan options available to meet specific community needs.

All North Carolina municipalities are eligible to apply for a standard bike or pedestrian plan (application). Additionally, the following options are available: Counties with population of less than 50,000 may apply for a bicycle or pedestrian plan; Smaller municipalities with populations of less than 10,000 can apply to develop combined bicycle and pedestrian plans; Municipalities of less than 5,000 population may apply for a project acceleration plan (application) – an abbreviated plan primarily focusing on priority project identification and implementation; Municipalities (and counties with populations of less than 50,000) who currently have bicycle plans and/or pedestrian plans, either through this grant program or otherwise, may apply for a plan update (application) provided the existing plan is at least five years old.

The deadline for application, to be submitted electronically, is Wednesday June 30 at 5 p.m. Award recipients will be notified by September 2021.

This program is sponsored by the department's Integrated Mobility Division (IMD) and the Transportation Planning Division. Since 2004, over \$7 million have been awarded through this program to 226 municipalities and 6 counties across the state.

Proposals are divided and judged in geographical groups to help establish equitable distribution of funding across the state. The selected awardees commonly incorporate a diverse mix of municipalities from large cities to small towns.

A webinar will be scheduled for May 12, 2021 to describe the grant program and to respond to any questions from potential applicants.

For more information on the Bicycle and Pedestrian Planning Grant Initiative, contact Bryan Lopez at (919) 707-2606 or balopez@ncdot.gov.

Piedmont Triad Regional Council, Lead Planning Agency

1398 Carrolton Crossing Drive - Kernersville, NC 27284-3480 - Phone (336) 904-0300 - Fax (336) 904-0309