

**Amended  
Memorandum of Understanding for  
Cooperative, Comprehensive and Continuing Transportation  
Planning and the Establishment of the  
Piedmont Triad Rural Transportation Planning Organization (RPO) For**

Caswell County and the participating municipalities therein;; Montgomery County and the participating municipalities therein; Randolph County and the participating municipalities therein but lying outside the High Point Urban Area MPO; Rockingham County and the participating municipalities therein; and the North Carolina Department of Transportation (NCDOT), hereinafter collectively, 'the Parties'.

**Witnesseth**

**Whereas**, on April 17, 2002, the Parties entered into a Memorandum of Understanding which created the Piedmont Triad Rural Planning Organization, hereinafter 'RPO'; amended on June 15, 2011; and

**Whereas**, the RPO provides rural areas the opportunity to work in partnership with NCDOT toward the development of sound, short and long-range transportation planning for the rural areas of our region; and

**Whereas**, the Parties have agreed to amend the amended Memorandum of Understanding.

**Now, Therefore**, the following Amended Memorandum of Understanding is made on this the 19th of June, 2013.

**Section 1. Purpose and Responsibilities.** It is hereby agreed that the Parties intend to establish and participate in a Rural Transportation Planning Organization created for the general purposes and responsibilities outlined in the following:

1. Develop long-range local and regional multi-modal transportation plans in cooperation with the Greensboro Urban Area MPO, the Burlington/Graham Urban Area MPO, the High Point Urban Area MPO, the Winston-Salem/Forsyth County Urban Area MPO; and the North Carolina Department of Transportation.
2. Provide a forum for public participation in the rural transportation planning process.

3. Develop and prioritize suggestions for transportation projects that the RPO believes should be included in the State Transportation Improvement Program (STIP).
4. Provide transportation-related information to local governments and other interested organizations and persons.

**Section 2. Lead Planning Agency.** It is hereby further agreed that the transportation plans and programs and land use policies and programs for the RPO will be coordinated by the Piedmont Triad Regional Council (PTRC), an agency selected on behalf of participating local governments and NCDOT, to be the administrative entity and to serve as the lead local planning agency for coordinating rural transportation planning in the five county planning area. The RPO hereby authorizes PTRC to be the recipient of any funds appropriated to the RPO by NCDOT pursuant to North Carolina General Statute 136-213(c), or otherwise obtained by the RPO.

**Section 3. Establishment of Transportation Advisory Committee (TAC).** A Transportation Advisory Committee (TAC) is hereby established with the responsibility for serving as a forum for cooperative transportation planning decision making for the RPO. The TAC shall have the responsibility of keeping local elected governing boards informed of the status and requirements of the transportation planning process; to assist in the dissemination and clarification of the decisions, inclinations, and policies of the local elected governing boards and NCDOT; and to help ensure meaningful public participation in the rural transportation planning process.

1. The TAC will be responsible for carrying out the following:
  - A. Establishment of goals, priorities, and objectives for the transportation planning process.
  - B. Endorsement and review of changes to adopted transportation plans within the RPO.
  - C. Endorsement, review and approval of a Planning Work Program (PWP) for transportation planning which defines work tasks and responsibilities for the various agencies participating in the RPO.
  - D. Endorsement, review and approval of transportation improvement projects which support and enhance regional and local transportation within the five-county RPO.
2. The membership of the TAC shall consist of the following:
  - A. One county commissioner representing Caswell County and one municipal elected official from Caswell County.

- B. One county commissioner representing Montgomery County and one municipal elected official from Montgomery County.
  - C. One county commissioner representing Randolph County and one elected official from a municipality outside of the High Point Urban Area MPO in Randolph County.
  - D. One county commissioner representing Rockingham County and one elected official from a municipality in Rockingham County.
  - E. One North Carolina Board of Transportation member, representing Divisions 7, 8 or at large.
  - F. The chair of the Piedmont Authority for Regional Transportation (PART), or his/her designated PART board member, participating ex officio without vote.
3. Each voting representative on the TAC shall have one vote.
  4. The county commissioner representing each county on the TAC shall be selected every two years by the Board of County Commissioners of each county in regular session. While individual representation may change at the discretion of the county board of commissioners, each county shall have a seat on the TAC so long as the county is a member of the RPO.
  5. The term of membership for the municipal representative from each county shall be two years. At the end of each two year term, the municipalities within each county that are not included within the jurisdiction of an MPO shall caucus and select a municipal representative from the county. Municipal representatives who have just completed a two-year term are eligible to serve additional terms if selected by the county's municipal caucus.
  6. An alternate for each TAC member shall be designated, provided they meet the same qualifications as the appointee.
  7. In the event a county is no longer a member of the RPO, municipal representation may be preserved through participation in local match proportional to the County's non-MPO population. The RPO will represent all municipalities contained within, unless that area is merged with another MPO or RPO. A TAC membership roster shall be compiled and updated at least annually, listing each member and alternate.
  8. The TAC shall meet as often as it is deemed necessary, appropriate and advisable. A quorum shall be required for the transaction of all business. A quorum shall consist of fifty-one percent (51%) of the active membership of the TAC. TAC members who fail to attend or send an alternate in their place for two (2) consecutive meetings of the TAC shall have their seat declared vacant, and their absence shall not count for quorum. Attendance at a future meeting shall automatically

reinstate the member's seat on the Committee. On the basis of majority vote of its voting membership, the TAC shall appoint a member of the committee to act as chairperson and vice-chairperson with the responsibility for coordination of the committee's activities.

9. The PTRC will serve as staff to the TAC.

**Section 4. Establishment of the Technical Coordinating Committee (TCC).** A Technical Coordinating Committee shall be established with the responsibility of general review, guidance, and coordination of the transportation planning process for the RPO and the responsibility for making recommendations to the respective local, state, and federal governmental agencies and the TAC regarding any necessary actions relating to the continuing transportation planning process.

1. The TCC shall be responsible for development, review, and recommendation for approval of the PWP for the RPO and the STIP priorities.
2. Membership of the TCC shall include technical representatives from all local and state government agencies directly related to and concerned with the transportation planning process for the RPO planning area. The membership shall include, but not be limited to, the following:
  - A. The Manager from each county within the RPO planning area, or his/her designee.
  - B. The Chief Administrative Official from each incorporated municipality within the RPO planning area, or his/her designee.
  - C. The Transportation Director of each rural transportation service provider in the RPO planning area, or his/her designee.
  - D. The Division Engineers for NCDOT Highway Divisions 7, and 8, or his/her designee.
  - E. The NCDOT Transportation Planning Branch Manager or his/her designee.
  - F. The NCDOT Regional Traffic Engineers covering Division 7 & 8, or his/her designee.
  - G. The Director of the Piedmont Authority for Regional Transportation (PART), or his/her designee, participating ex officio without vote.
  - H. The Transportation Directors of the Greensboro Urban Area MPO, the High Point Urban Area MPO, The Winston Salem/Forsyth County

Urban Area MPO and the Burlington/Graham Urban Area MPO, or his/her designee, participating ex officio without vote.

3. Each voting representative on the TCC shall have one vote. An alternate shall be designated for each member, provided they meet the same criteria as the member.
4. Membership of the TCC may be altered on the basis of a majority vote of its membership and approval of the TAC, and may be further defined and expanded as permitted in the duly adopted bylaws.
5. A TCC membership roster shall be compiled and updated at least annually, listing each member and alternate.
6. The TCC shall meet when it is deemed necessary, appropriate and advisable. A quorum shall be required for the transaction of all business. A quorum shall consist of fifty-one percent (51%) of the active membership of the TCC. TCC members who fail to attend or send an alternate in their place for two (2) consecutive meeting of the TCC shall have their seat declared vacant, and their absence shall not be counted for quorum. Attendance at a future meeting shall automatically reinstate the member's seat on the Committee. On the basis of majority vote of its voting membership, the TCC shall appoint a member of the committee to act as chairperson with the responsibility for coordination of the committee's activities.
7. The PTRC will serve as staff to the TCC.

**Section 5. Commitment to the Rural Planning Process.** The Parties further agree to assist in the rural transportation planning process by providing planning assistance, data and inventories where possible, in accordance with the approved PWP.


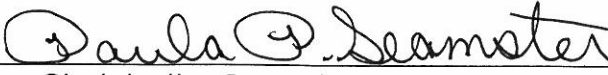

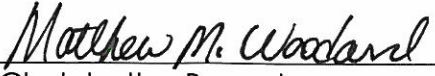
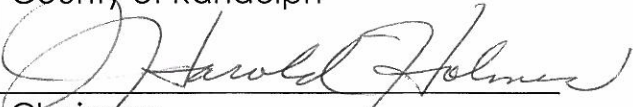

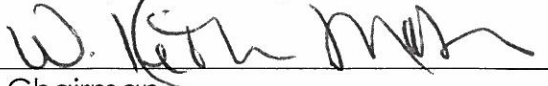
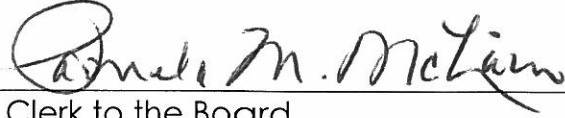
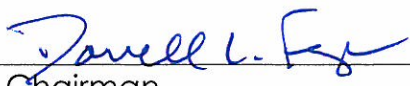

**Section 6. Staff Support and Coordination.** Each member jurisdiction shall have the support of RPO staff in developing local transportation projects and priorities. It is further agreed that each member shall coordinate its transportation plans with those of other RPO members. Additionally, the RPO may identify and present projects of a regional nature to NCDOT for consideration.

**Section 7. Termination.** The Parties may terminate their participation in the RPO by giving written notice of termination to the other parties ninety (90) days before the end of the fiscal year.

**Section 8. Applicability.** This amended Memorandum of Understanding supersedes and replaces any prior Memorandum of Understanding between the Parties regarding the RPO.

**Section 9. Witness.** In witness thereof, the Parties have been authorized by appropriate and proper resolutions, and/or legislative authority to sign this Amended Memorandum of Understanding, on this, the 19<sup>th</sup> of June, 2013.

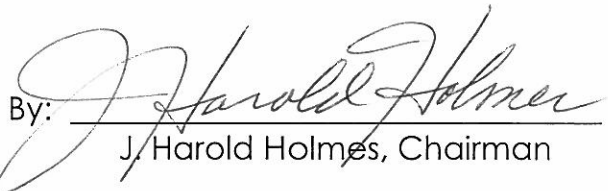
BY:

County of Caswell	
	
Chairman	Clerk to the Board
County of Montgomery	
	
Chairman	Clerk to the Board
County of Randolph	
	
Chairman	Clerk to the Board
County of Rockingham	
	
Chairman	Clerk to the Board
Piedmont Triad Regional Council	
	
Chairman	Executive Director
NCDOT	
Secretary	

**RANDOLPH COUNTY**

This "THE MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING AND THE ESTABLISHMENT OF A RURAL TRANSPORTATION PLANNING ORGANIZATION IN THE PIEDMONT TRIAD RPO," is hereby adopted by the Randolph County Board of Commissioners, this the <sup>5th day of</sup> August, 2013.

Randolph County

By:   
J. Harold Holmes, Chairman

  
Cheryl Ivey, Clerk to Board

**MONTGOMERY COUNTY**

This "THE MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING AND THE ESTABLISHMENT OF A RURAL TRANSPORTATION PLANNING ORGANIZATION IN THE PIEDMONT TRIAD RPO," is hereby adopted by the Montgomery County Board of Commissioners, this the 16<sup>th</sup> of July, 2013.

Montgomery County

By:  \_\_\_\_\_  
Jackie Morris, Chairman

 \_\_\_\_\_  
Matthew Woodard, Interim Clerk to Board



**CASWELL COUNTY**

This "THE MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING AND THE ESTABLISHMENT OF A RURAL TRANSPORTATION PLANNING ORGANIZATION IN THE PIEDMONT TRIAD RPO," is hereby adopted by the Caswell County Board of Commissioners, this the August 5, 2013.

Caswell County

By: Cathy W. Lucas  
Cathy W. Lucas, Chairman

Paula P. Seamster  
Paula Seamster, Clerk to Board

**ROCKINGHAM COUNTY**

This "THE MEMORANDUM OF UNDERSTANDING FOR COOPERATIVE, COMPREHENSIVE, AND CONTINUING TRANSPORTATION PLANNING AND THE ESTABLISHMENT OF A RURAL TRANSPORTATION PLANNING ORGANIZATION IN THE PIEDMONT TRIAD RPO," is hereby adopted by the Rockingham County Board of Commissioners, this the August 5, 2013.



Rockingham County

By:  8/5/13  
Keith Mabe, Chairman

  
Pamela McLain, Clerk to Board 8/5/13