

### **RPO Technical Advisory Committee**

March 18th, 2015 –2:30 Medium Conference Room Land of Sky Regional Council

### 1. WELCOME AND HOUSEKEEPING

Α.	Welcome and Introductions	Brownie Newman
В.	Ethics Statement & Agenda Approval/Modifications	Brownie Newman
C.	Agenda Approval/Modifications	Brownie Newman

### 2. CONSENT AGENDA

A. Minutes from the RPO TAC Feb 5<sup>th</sup>, 2015 Meeting Brownie Newman

### 3. PUBLIC COMMENT

### 4. BUSINESS

A.	Land of Sky RPO Draft 2015-16 PWP, 5yr Planning Calendar	Vicki Eastland
B.	LOSRPO Bike/Pedestrian Project Submission form	Vicki Eastland
C.	Town of Marshall Pop-Up Bike Corral Presentation	Vicki Eastland
D.	Announcement, News, Updates	Vicki Eastland

#### 5. REGULAR UPDATES

Α.	NCDOT Division 13 and 14 updates	Jay Swain/Ed Green/Designee
В.	Transportation Planning Branch Updates	Brendan Merithew
C.	Legislative Updates	Vicki Eastland
D.	Staff Updates and Housekeeping	Vicki Eastland
E.	Adjourn LOSRPO Meeting	Brownie Newman

Next Meeting: May 27th, 2:30 PM

Upcoming Meetings

- a. NCAMPO April 29-May 1, Raleigh, NC
- b. Joint update of CTPHSTP with FBRMPO
- c. Transylvania Count TAB March 24th, 1:30PM
- d. Regional Transit Operators April 14th Mtn. Mobility

#### 6. ADJOURNMENT



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.

Item 2A: Consent Agenda: Minutes from Feb. 5, 2015 Meeting

Land of Sky Rural Planning Organization

Technical Advisory Committee Minutes – February 5, 2015

#### Attendees:

Jason Chappell (ph)

Vicki Eastland

Charles Landreth (ph)

Brownie Newman (ph)

Lawrence Ponder

Kristina Solberg

Ricky Tipton

Tristan Winkler

Michael Sorrells

#### WELCOME AND INTRODUCTIONS

Michael Sorrells called the meeting to order and welcomed attendees. He read the Ethics Statement, asked if there were any conflicts, and members responded that there were none. He then reviewed the Agenda and asked if there were any modifications.

Lawrence Ponder motioned to approve the Agenda, Jason Chappell seconded, and the Agenda was so approved.

#### **CONSENT AGENDA**

Brendan Merithew

Michael Sorrells asked if there were any changes to the minutes from August 20, 2014 and there were none.

Lawrence Ponder motioned to approve the minutes, Jason Chappell seconded, and as all were in favor, the minutes from August 20, 2014 were so approved.

Vicki Eastland pointed out the convenience to RPO members to meet after Land of Sky council meetings at 2:30pm.



Lawrence Ponder motioned to approve the 2015 Calendar, Brownie Newman seconded, and as none opposed, the 2015 Calendar was approved.

#### **PUBLIC COMMENTS**

The public comment period was opened, and as there were none at this time, nor through Facebook or email, the public comment period was closed.

### **BUSINESS**

- Draft STIP
  - o Vicki Eastland asked if any questions and there were none.
- Draft PIP
  - Vicki Eastland pointed out a change in language from priority needs list to Prioritization list, and that public input not to exceed 28 days to account for the month of February.

Lawrence Ponder motioned to approve the Draft Public Involvement Policy, Jason Chappell seconded, and as none were opposed, the PIP was then approved and submitted to the Chair for signature.

- Amendment to LOSRPO 2014-2015 Planning Work Program
   Work on the Freight Across Appalachia project has been postponed; there will
   be a freight survey developed and distributed but this project may be continued
   into 2015-16 PWP year. There has been unplanned work performed in the Data
   Collection and Assessment category.
  - Much of this work relates to bicycle and pedestrian counts.
     I-1.2 Bicycle and Pedestrian Inventory and Assessment
  - Mapping and distributing bicycle and pedestrian crash data.
     I-1.6 Crash Data and Assessment
  - o Work related to public transportation.
    - I-1.7 Public Transportation Service Data and Assessment

Lawrence Ponder motioned to approve the Amendment to the 2014-1025 PWP, Brownie Newman seconded, and as all were in favor, the amendment was approved.

- SPOT4 Draft Timeline
  - Vicki Eastland reviewed the timeline provided in the Agenda and highlighted deadlines such as August modifications and September input of new projects
- Election of new RPO Chair and Vice-Chair
  - Michael Sorrells reviewed the duties of chairman and the need to adhere to the bylaws. Mr. Sorrells nominated Brownie Newman as Chair and, with no further nominations for chair, Brownie Newman accepted the designation as Chairman for the Land of Sky RPO. Brownie Newman then nominated Michael Sorrells as Vice-Chair and with no opposition or further nominations, Michael Sorrells accepted the designation as Vice-Chair for the Land of Sky RPO.



### **REGULAR UPDATES**

- Rick Tipton provided Division 13 updates and Division 14 were available as a handout. Rick Tipton added that a public comment opportunity meeting is on April 16 from 4-7pm at the High Tech Center.
- Brendan Merithew discussed his meeting in Brevard regarding CTP needs.
- There were no legislative updates at this time.

Michael Sorrells asked for additional announcements and added that he appreciated serving as Chair. He then turned the meeting over to the new Chair, Brownie Newman, who formally adjourned the meeting.



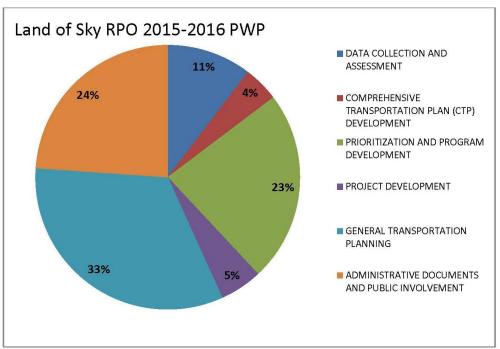
### **LOSRPO Business:**

<u>Item 4a:</u> Land of Sky RPO Draft 2015-16 PWP 5yr Planning Calendar

### FY 2015-2016 PLANNING WORK PROGRAM ANNUAL PROPOSED FUNDING SOURCES TABLE Land of Sky Rural Planning Organization

	TASK COBE/ WORK PRODUCT DESCRIPTION	Landenia		SEOGRAPHY PROJECT #  (F APPLICABLE)  FY_00X	RPO PROGRAM FUNDS		
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115 116	Vehicle Occupancy Rates (VDR) Counts and Assessment Traffic Volume Counts and Assessment Crash Data and Assessment						
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	Meeting Atlandance Multimodal Data Collection and Assessment Freight Data Collection and Assessment	Meeting Participation	Land of Slov	1516-000			
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\$1.1b	Local CTP Vision FBRMPD Resignal CTP	Defeation Distribution	Land of Sley	1314003			
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\$1.4d \$1.4d	CTP Document  CTP and Local Land Use Revisions				1	TALS PER LINE ITEN EXCH QUARTER	
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1-2.1.b	Project Entry and SPOT Prioritization Process		Land of Sky	100000	1	THUS PER UNE ITEM EACH QUARTER	
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B1.1.c	Quarterly Invoice and Progress Reports	Permissand Markington		315-482	SPENOW	G DETAILS PER UN	
B-1.1.d	Administrative TCOTATe Work Facilitation Meeting Support	Administrative		3040	REC		
	Phios Tracking	Administrative	Land of Sloy	3048			
B1.1.e	Update LOSRPO Bilanes Regulatory Documents	Administrative	Land of Sky	A17488			
B-1.17	Miscellineous Expenses Respond to Member Requests	Administrative	Land of Sloy	1516-000			
8-62 81.2a	Public Investment Plan (RP) Documentation of Public Input	Tellion and		1010000			
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DATA COLLECTION AND ASSESSMENT	\$12,000
COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT	\$5,000
PRIORITIZATION AND PROGRAM DEVELOPMENT	\$27000
PROJECT DEVELOPMENT	\$6000
GENERAL TRANSPORTATION PLANNING	\$38,000
ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT	\$27,625
TOTAL LAND OF SKY RPO BUDGET 2015-2016	\$115625



I. DATA COLLECTION AND ASSESSMENT	\$12,000
DATA COLLECTION AND ASSESSMENT	
CTP Inventory and Assessment	1
Annual Report	]
Bicycle and Pedestrian Inventory and Assessment  Regional Bike/Ped Counts	1
Crash Data and Assessment	-
Regional Crash Data Analysis	]
Public Transportation Service Data and Assessment	
Meeting Attendance	
II. TRANSPORTATION PLANNING	\$6,000
COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT	
Develop CTP Vision CTP Study Setup	
FBRMPO Regional CTP	1
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FBRMPO Regional CTP	]
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SPOT4	1
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### Land of Sky Rural Planning Organization Fiscal Year 2015-2016 Planning Work Program

- Project 1516-001 Regional Crash Data Analysis: RPO staff will continue to collect and analyze crash data throughout the 5 county region to be used in SPOT4 project development and prioritization. Data will also be shared with LOSRPO members and NCDOT Divisions 13 and 14 staff.
- Project 1516-002 SPOT 4.0- Staff will work with TCC and TAC member to refine future prioritization methodology and develop and prioritize local projects for submission to SPOT 4.0.
- Project 1516-003 Joint Update With FBRMPO CPTHSTP for 5 County Region-RPO staff will work with FBRMPO to update the 5 County Regional CPTHSTP to ensure continuity across both MPO and RPO boundaries. This will be done in lieu of LOSRPO updating the LCP at the same time the MPO is updating the CPTHSTP. Staff hopes this will help alleviate planning fatigue of our members and get a more complete representation of regional long range transit needs.
- Project 1415-002 Transylvania and Madison County Park & Ride/Transit: RPO staff will work with the City of Brevard, Transylvania County, Transylvania Transit, the Town of Marshall, Madison County and Madison County Transit, as well as other partners in the area, on researching and developing implementation measures to provide multi modal access into and out of Transylvania and Madison County. Continuation of FY 13-14 work plan
- Project 1415-003 Freight Across Appalachia- Staff will work with Mountain Area Workforce Development and other partners across the region to look at freight issues in the region and how to best position our region to maximize its potential in this rapidly changing landscape. Continuation of FY 14-15 work plan
- Project 1314-003 FBRMPO CTP- Staff will work with FBRMPO staff on development of an area wide CTP and ensure continuity with RPO area CTP's. Delayed from FY 13-14. Deliverables as needed. Continuation of FY 14-15 work plan



Land-of-Sky RPO 5-Year Planning Calendar, FY 2015 – 2020

	Planning Product			Planning Task				
Year	Planning Work Program	Long-Range Transportation Plan (CTP)	State TIP	Data Inventory	GIS Development	Special Studies	Regulatory Requirements	
FY 15- 16	Final March 2016	Partner with FBRMPO on regional MTP, CTP Updates as needed	Priority Needs List for 2017- 2027 STIP Ongoing PNL data collection	Update Transportation Data Inventory	Map 2015- 2025 STIP projects, Maintain GIS Data	Joint update HSTP w/ FBRMPO Other Special Studies as Needed	LOSRPO Newsletter and Website	
FY 16- 17	Final March 2017	Partner with FBRMPO on regional MTP	Comment on Draft 2017- Update Create Maps 2025 Transportation for Regional STIP, Data MTP, Map		for Regional	Other Special/Tra nsit planning as needed Studies as Needed	LOSRPO Newsletter and Website	
FY 17- 18	Final March 2018	CTP Updates as needed	Priority Needs List for 2019- 2026 STIP Ongoing PNL data collection	Update Transportation Data Inventory	Map 2017- 2027 STIP projects, maintain GIS data	Special Studies as Needed	LOSRPO Newsletter and Website	
FY 18- 19	Final March 2019	CTP Updates as needed	Comment on draft 2019- 2029 STIP Ongoing PNL data collection	Update Create Maps Transportation for Regional LRTP, Map Inventory PNL Projects Ta		Other Special Studies as Needed	LOSRPO Newsletter and Website	
FY 20- 21	Final March 2020	Partner with FBRMPO on regional MTP, CTP Updates as needed	Priority Needs List for 2021- 2028 STIP Ongoing PNL data collection	Update Transportation Data Inventory	Map 2019- 2026 STIP projects, maintain GIS data	Other Special Studies as Needed	LOSRPO Newsletter and Website	

Approved by Land-of-Sky RPO on, <u>201.</u>	2
, Chair, LOSRPO TAC	Vicki L. Eastland, Secretary, LOSRPO

### Staff recommended action:

Review and discuss as needed. PWP has been preliminarily approved by NCDOT TPB awaiting TAC final approval.



<u>Item 4b: LOSRPO Bike/Pedestrian Project Submission form</u>

http://landofskyrpo.org/wpcontent/uploads/2015/03/LOSRPO Bike Ped Project SubmissionForm.docx

<u>Staff recommended action:</u> FYI Only, requesting input

**Item 4c:** Town of Marshall Pop-Up Bike Corral Presentation

PowerPoint Presentation

<u>Staff recommended action:</u>
FYI only, consideration of future locations

Item 4d: Announcement, News, Updates

### 5. REGULAR UPDATES

- A. NCDOT Division 13 and 14 updates
- B. Transportation Planning Branch Updates
- C. Subcommittee/Workgroup Reports, Staff Updates and Housekeeping
- D. Legislative Updates

NCDOT Staff Brendan Merithew Vicki Eastland Staff Vicki Eastland

### Announcements, News, Special Updates

Construction reports available from the LOS RPO Website: <a href="http://www.landofskyrpo.org/resources\_and\_links">http://www.landofskyrpo.org/resources\_and\_links</a>

<u>Division 13 updates</u> <u>Division 14 updates</u>