



**North Carolina Association of RPOs  
April 26, 2007 Quarterly Meeting  
Asheville Firehouse  
Asheville, NC**

**Attendees**

1. Ann Whitley, Peanut Belt RPO
2. Bjorn Hansen, Lake Norman RPO
3. Carrie Runser-Turner, Land of Sky RPO
4. Craig Hughes, High Country RPO
5. Dana Stoogenke, Rocky River RPO
6. Daniel Van Liere, Down East RPO
7. Don Eggert, Cape Fear RPO
8. Eddy Davis, Mid-East RPO
9. Faye Lewis, Mid-Carolina RPO
10. Geraldine Dumas, Kerr-Tar RPO
11. Greg Christo, Isothermal RPO
12. Hanna Cockburn, Piedmont Triad RPO
13. Janet Robertson, Lumber River RPO
14. Pat Strong, Triangle J RPO
15. Ryan Sherby, Southwestern RPO
16. Travis Marshall, NCDOT TPB

**Minutes**

**Welcome**

H. Cockburn called the meeting to order at 3:30 p.m..

**Minutes**

H. Cockburn called for a motion to accept the minutes of the NCARPO January 2007 meeting. **A motion was made by D. Eggert to adopt the minutes as presented; Second by G. Christo.** Discussion: D. Stoogenke noted that she attended the January 2007 meeting via phone and was not listed as an attendee. D. Stoogenke was added to the attendee list for the January 2007 meeting and the motion carried unanimously.

**MPO Update**

D. Baechtold provided attendees updates on several items. The 2007 MPO Conference will be in Greensboro, not in Asheville as had been previously rumored. The MPO board is meeting tomorrow. Tomorrow's agenda includes a discussion of the MPO/RPO Statewide RTAC concept. A similar concept had been proposed as part of some strategic planning conducted by NCAMPO, but nothing ever came of the idea. With lots of staff turnover and frequent policy issues, a committee of elected officials might be a good idea. The agenda also includes a discussion of the 09-15 TIP, TPB updates, and an FHWA update regarding SAFETEA-LU. One MPO has asked that the NCAMPO discuss the Safe Routes to School program and the need for NCDOT to hire a permanent coordinator. At the last NCAMPO meeting, agenda items included funding initiatives in Charlotte, a meeting on the TIP subcommittee at NCDOT, and DBE requirements becoming more important with regard to federal funding.

**Transportation Planning Branch Update**

T. Marshall provided updates on several items. There are still several RPOs with outstanding PWP's that need to be submitted. Make sure that deliverables are included in the PWP. Also make sure that your PWP for this year is not the same as last year's PWP. So far there is no new staff for RPOs, although the Wilmington MPO is getting staff. The integration with PDEA is moving forward with a goal of consistency within the branch. This project is supposed to take 7 years. T. Marshall said that there are no big changes for RPOs from SAFETEA-LU, but FHWA will probably want to come to an NCARPO meeting to discuss anyway. P. Strong asked for clarification regarding the amount of variance allowable on reimbursement requests. After some discussion, T. Marshall stated that he believes the line item amount can vary plus or minus 10% or \$1000. Remember that if reimbursement requests are not submitted by the deadline, invoices will not be paid until the following quarter.

## **Statewide RTAC Association Update**

H. Cockburn has provided a copy of the Statewide RTAC concept paper to NCAMPO. So far the comments she has received have been positive, but there are many details to iron out. B. Hansen commented that his RPO members did not want another meeting and would prefer that staff continue to participate in the statewide group. A. Whitley added that her RPO members also did not want another meeting. D. Eggert pointed out that the idea was to piggyback this meeting with another meeting, such as the League of Municipalities meetings. J. Marshall asked if anyone's TAC chairs attend the MPO Conference. H. Cockburn, D. Eggert, and J. Marshall said their TAC chairs attend the MPO Conference. H. Cockburn said further discussion is needed and we need consensus to move forward to have the conversation at a larger scale.

## **DBE Requirements**

H. Cockburn explained that at the last NCAMPO meeting there was a presentation regarding reporting and recruitment for DBEs. This doesn't apply to RPOs, but H. Cockburn was asked to find out if RPOs would like to help with regional meetings, because there will be an impact to our local municipalities. The audience would be municipal staff who does contracting and the state would provide the training. We could provide assistance with finding venues for the training. D. Stoogenke commented that RPOs are already working on multiple projects so it is probably better not to assist with this. C. Runser-Turner and H. Cockburn agreed. D. Stoogenke asked if we should still see the presentation. C. Hughes stated that transit agencies have to deal with this issue and may be interested in the presentation. H. Cockburn stated that it is an hour long and does not impact RPOs, but if individual RPOs are interested, they can request a presentation at their meetings. T. Marshall said the Public Transportation Division could be a conduit for that.

## **RPO Self-Assessment Update**

T. Marshall said TPB has contracted with Elizabeth City State University to complete a research project on self-assessment tools, RPO effectiveness, and deliverables. He may be contacting some of us to participate.

## **New NCARPO Committee Structure**

H. Cockburn reviewed the current committee structure. The Legislative Committee consists of P. Strong. The Manual Subcommittee was formed at the last meeting and has met once. The GIS Committee consists of G. Christo. H. Cockburn asked for a discussion of existing committees, possible new committees, and volunteers to serve on committees. G. Christo commented that the GIS committee doesn't have much to do and that a liaison to the LRO GIS Committee is sufficient to keep us informed of GIS issues. P. Black has served in that role in the past.

B. Hansen suggested that we all have areas of expertise and project experience that we could share with the group. He proposed a group that could work on various topics and produce some best practices guidance based on our experiences. H. Cockburn suggested this could be a best practices committee that would provide guidance on deliverables. Several members expressed interest in this concept. H. Cockburn asked for volunteers to serve on the committee. D. Van Liere, D. Stoogenke, and G. Christo volunteered to serve on the Best Practices Committee and asked that at the next quarterly meeting, we choose a topic for them to begin working on. G. Christo asked about the Special Studies line item and expressed interest in seeing what others do in that topic area. D. Eggert suggested that at each quarterly meeting, one or several of us could do a presentation on a special study or other project topic. D. Eggert also asked that we all post our meeting agendas on the listserv. A. Whitley added that initially the NCARPO spent a lot of time sharing ideas and that was helpful.

H. Cockburn asked for volunteers to assist P. Strong with the Legislative Committee. P. Strong commented that he will need some help by next year. E. Davis volunteered to serve on the committee with P. Strong. H. Cockburn added that the Manual Committee has not set their next meeting but has met once to begin the review process. The Executive Committee will handle the funding website.

## **Committee Reports**

**Legislative** – P. Strong provided handouts on several bills of interest that he printed from [www.ncleg.net](http://www.ncleg.net). He provided a short overview of Senate Bill 1201 – Financing Capital Projects, House Bill 717 – Economic Development Funds – COG, House Bill 623 – Funding of Highway Patrol to General Fund, House Bill 622 – Eliminate Transfer of Funds for Driver

Ed., Senate Bill 1516 – Local Option Land Transfer Taxes, and Senate Bill 563 – One Cent Local Option Sales Tax. P. Strong also mentioned a highway use tax bill that has recently been introduced. He will send a reference for that bill.

#### ***RPO Manual Subcommittee***

H. Cockburn commented that the subcommittee has met once and will normally meet prior to the quarterly meetings. The subcommittee did not meet this time because Elina was not available, so we will try to meet again in May.

#### **Draft Safe Routes to School resolution**

H. Cockburn provided a copy of a resolution requesting the NCDOT hire a permanent statewide coordinator for the Safe Routes to School program. The resolution is based on one passed by the Wilmington MPO. D. Eggert commented that his RPO members are frustrated by the lack of progress with the program. H. Cockburn said it took 1 year for NCDOT to hire Terry Canales as coordinator and the position has now been vacant about 6 months. SRTS money rolls over from year to year. H. Cockburn agreed there is a definite sense of frustration and has received a letter stating that no workshops will be held until a statewide coordinator is hired. B. Hansen asked if we should take the resolution to our individual RPOs. **A motion was made by D. Eggert that each RPO have their committees consider the resolution; Second by J. Robertson.** Discussion: H. Cockburn will email out the text of the resolution for our use. B. Hansen asked if there is a chronology of the continued lapses in the program. H. Cockburn said it has taken about 6 months to get a replacement for T. Canales. The money was programmed in 2005, facilitators were trained, and pilot workshops held. No grant money has since been made available. There being no further discussion, the motion passed unanimously.

#### **Future Topics and Meeting Locations**

H. Cockburn asked for suggestions of future meeting topics. C. Hughes asked about the GIS database for the working roads network. G. Dumas explained that DOT and CGIA are creating a working roads database that will be accessible via a website with a password. They are still working on data sharing agreements and deciding how the repository will work. D. Van Liere stated that the CGIA meetings are open to anyone who is interested. H. Cockburn proposed that GIS staff be invited to the next quarterly meeting and the group agreed by consensus that the July meeting will include GIS staff. H. Cockburn asked for additional topics. E. Davis asked for a discussion of MOUs, membership, and quorums. D. Eggert proposed a panel of different RPO staff to explain their committee structure. E. Davis suggested the topic of RPO involvement in regionalization of transit services. J. Marshall agreed to get a speaker about that topic. P. Strong suggested inviting Dr. Bradshaw from Elizabeth City State to discuss his scope of work for the RPO self-assessment project.

**Adjournment.** With no other business to consider, H. Cockburn adjourned the meeting at 5:00 p.m.