



**Kerr-Tar RPO TCC and TAC Meeting**

**Kerr-Tar COG Offices Henderson**

Thursday May 26, 2016 – 3:00PM – 5:00PM

1724 Graham Avenue, Henderson, NC 27536

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**Pursuant to NCGS §138A-15 (e): ETHICS AWARENESS & CONFLICT OF INTEREST REMINDER**

*Does any 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.*

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**Please feel free to attend meeting in person or via Conference Call.**

**Conference Call Option:**

Phone #: 1-888-636-3807

Access Code: 7668349

- **Welcome Guests** – 3:00pm *TAC Chair, Commissioner Jimmy Clayton; TCC Chair, Mike Ciriello*
- **TCC / TAC Action Item** – *Receive and approve minutes of last meeting on April 22, 2016.*
  - April meeting minutes enclosed as attachment.
- **TAC/TCC Action Item- Approve Amended KTRPO Planning Work Program FY 2015-2016 with Amendment Letter**
  - Discussion and approval of FY 2015-2016 Amended Planning Work Program and Amendment Letter
- **TAC/TCC Action Item- Approve KTRPO Planning Work Program FY 2017**
  - Discussion and approval of 2016-2017 Planning Work Program
- **TAC/TCC Action Item- Approve KTRPO 5 Year Calendar**
  - Discussion and approval of KTRPO 5 Year Calendar 2016-2021
- **TAC/TCC Action Item- Resolution to endorse the NC 56 Study** - <http://nc56corridorstudy.com/> and <http://www.nc56corridorstudy.com/pdf/FINAL%20Report.pdf>
  - Justin Jorgensen, Granville County Transportation Planner, will give us an overview of the study
  - Discussion of the NC 56 Study
- **TAC/TCC Update-**
  - **SPOT 4.0 Update**-Ann Stroobant
  - Reading of comments from the comment period for our KTRPO Prioritization points assignments for our Regional Impact Scores and for other projects mentioned.
- **TAC/TCC Action Item-Approval of the KTRPO Prioritization P4.0 points assignments guided by the KTRPO methodology as applied to Regional Impact scores after our 30 day comment period OR decision to postpone approval until June 23.**
  - Discussion of whether or not it is best to approve our Prioritization P4.0 points assignments guided by the KTRPO methodology as applied to Regional Impact scores at this meeting or wait until June 23<sup>rd</sup> (this will be an additional meeting) when more will be known about the Division 5 scores.
- **NCDOT Reports** –*NCDOT Division 5 & NCDOT Transportation Planning Branch*
- **Other Business**
- **Public Comment**
- **Adjourn** – *Thank you for your participation!*

**2016 KTRPO Meeting Schedule (3- 5PM) – Major Meeting Items**

Thursday May 26, 2016

**(Possible additional meeting on Thursday June 23, 2016)**

Thursday August 25, 2016

Thursday November 17, 2016



**Kerr-Tar Regional Transportation Planning**  
**TCC-TAC Draft Meeting Minutes**  
Friday, April 22, 2016 (3:00PM - 5:00PM)  
Kerr-Tar Regional Council of Governments  
1724 Graham Avenue / Henderson, NC

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**TAC Members**

Jimmy Clayton-Person Co. Commissioner; TAC Chair  
Sidney Dunston-Franklin Co. Commissioner; TAC Vice Chair  
Michael Felts-Alt. for Tony Cozart, Granville County  
Dan Brummitt- Vance Co. Commissioner  
Linda Jordan-Councilmember, Town of Butner  
Eddie Ellington-Mayor, City of Henderson

**Guests**

Alex Rickard-Deputy Director, CAMPO

**TCC Members**

Mike Ciriello- Person Co. Planning Director; TCC Chair  
Barry Baker- Granville Co. Planning Dir.; TCC Vice Chair  
Jason Rogers- Franklin Co. Planning; Alt for Angela Harris  
Cheryl Hart-Oxford Planning Director  
Jessica Gladwin-Butner, Alt. for Tommy Marrow  
Harry Mills-Granville County EDC  
Kathy Adcock-PATS  
Carroll Harris-Macon Administrator  
Jordan McMillen-Vance County, Alt. for Vance Co Manager  
Sharon Richmond-Roxboro Planning Director  
Justin Jorgensen-Granville County  
G. Paylor Spruill-Henderson Administrator  
Stuart Litvin-Vance-Henderson EDC  
David Keilson- NCDOT Div. 5  
Diane Cox-KTCOG Executive Director  
Mark Warren-Kerr-Tar Interim Planning Director  
Ann Stroobant, KTRPO Regional Planner and KTRPO Secretary

**Welcome and the Review of Agenda** – 3:00pm *TAC Chair, Commissioner Jimmy Clayton; TCC Chair, Mike Ciriello*  
Mike Ciriello, TCC Chair and Commissioner Jimmy Clayton, TAC Chair opened the meeting, welcomed guests and reviewed the agenda. In addition to approving the minutes, the TCC/TAC will vote on the draft KTRPO local points assignments for our draft regional points for P4.0 Prioritization prior to the 30 day comment period. Mike Ciriello, TCC Chair also proposed an additional item for the TCC/TAC, which is to approve a clarification in the KTRPO P4.0 Local Input Methodology Conditional Approval Version approved by the KTRPO TAC on February 25, 2016 for the next iteration of SPOT (P5.0) regarding intersections and the destinations served.

**TAC State Ethics Update**-*Ann Stroobant, Regional Planner KTRPO*

- Ann Stroobant updated the TCC/TAC that Peggy Malpass at the NC State Ethics Commission had informed her that all TAC members have complied with the North Carolina State Ethics Act by filing in a timely manner.

**ACTION ITEM: Approve Minutes from the meeting on February 25, 2016:**

Mike Ciriello for the TCC made a motion to approve the minutes and Stuart Litvin seconded the motion for the TCC. The TCC unanimously approved the minutes. Jimmy Clayton for the TAC made the motion to approve the February 25, 2016 minutes as presented to the TAC members. Sidney Dunstan seconded the motion. The TAC members unanimously approved the February 25, 2016 minutes as presented.

**Public Comments – None**

**TAC/TCC Updates –**

**- SPOT 4.0 Update – Ann Stroobant**

- Ann Stroobant mentioned that copies of the TCC/TAC Handbook had been distributed at members' places and gave a summary of the SPOT Prioritization Process. The two year prioritization process which we are undergoing now is the way that projects go into the STIP, the NCDOT's ten year State Transportation Improvement Program.
- Mike Ciriello, TCC Chair, said that the TCC/TAC will be approving the KTRPO draft regional points assignments using our local input points according to the KTRPO Methodology. KTRPO will submit the regional points to the state after the 30 day period. We will also go through the same type of process with the division level points. Mike said that the final scores should be released in October.

**TAC/TCC Action Item- Approval of the draft KTRPO Prioritization P4.0 points assignments guided by the KTRPO methodology as applied to Regional Impact scores prior to our public comment period.**

- *Discussion and approval of the draft KTRPO Prioritization P4.0 points assignments guided by the KTRPO methodology as applied to Regional Impact scores prior to our public comment period.*

Mike Ciriello said that the P4.0 Subcommittee met on April 20, 2016 to assign **200 points for projects in each county plus 300 points regardless of county** from the top down for a total of 1300 points. Each county picked their highest ranking projects. The exception was Franklin County which wanted to go forward with completing 401. **The projects with their scores and point allocations are included in the Table of Draft Regional and Statewide Projects Local Points Assignments (4/21/16) posted on the [www.krpo.com](http://www.krpo.com) website and were also included in the packet of information for today's meeting. The draft projects and draft KTRPO local point assignments are as follows:**

## Franklin County

Franklin County	H090247	Regional Impact	US 401 , NC 39	US 401-NC 39 (Bickett Boulevard), NC 56/581 (Nash Street) to SR 1229 (Main Street). Widen existing roadway.	100
	H090195-D	Regional Impact	US 401	Widen to Multi-Lanes- from SR 1103 (Flat Rock Church Road Clifton Pond Rd) to SR 1700 (Fox Park Road) at Louisburg	45 (55% in CAMPO)
	H111053	Regional Impact	US401	Replace 5-Lane Facility with 4-Lane Facility including Planted Median, Sidewalks and Bike Lane. the Objective Is to improve the Facility to Delay the Need For Another Bypass of Louisburg(East Nash St. to Burke Blvd)	55

## Granville County

Granville County	H150970	Regional Impact	NC 96 BUS(Broad Street/Linden Ave), from Industry Drive to North of 3rd Street	Road Diet on NC 96 from Industry Drive to North of 3rd Street	100
	H140487-C	Regional Impact	NC 56	Realign West Lyon Station Road at NC-56 Intersection	78, 22% in CAMPO
	H140487-A	Regional Impact	NC 56	Widen to 4 lanes with a median from 33rd Street to East of Butner Town Limit as shown of the NC 56 Corridor Study	22, 78% in CAMPO

## Person County

Person County	H111010-C	Regional Impact	US 501 (Madison Blvd)	Replace 5 Lane Facility with 4 Lane Facility with Planted Median. Reduce Number intersections; Add Sidewalks to Both Sides of the Road Where they Are Missing. Includes intersection improvements at Carver Drive.	100
	H111010-B	Regional Impact	US 501 (Madison Blvd)	Replace 5 lane facility with 4 Lane facility with planted median. Reduce Number intersections; Add Sidewalks to Both Sides of the Road Where they Are Missing. Includes intersection improvements at NC 157 / Johnson Street /Hurdle Mills Rd./S. Main St. and NC 49 (Leasburg Rd./ Chub Lake St.)	100

## Vance County

Vance County	H090017	Statewide Mobility/Scored as Regional	I-85	I-85 from US 1, Improve Interchange	100
Vance, Granville	H149004	Regional Impact	US 158	US 158 Loop at Williamsboro Street in Oxford to Crest Road in Henderson, widen to Multi-Lanes Vance	100 (70% Vance, 30% Granville)

## Warren County

Warren County, Halifax County	H090154	Statewide Mobility/Scored as Regional	US 158	Widen to Multi-Lanes with Bypasses of Norlina, Macon and Littleton on New Location I-85 in Warren County to SR 1405 East of Littleton in Halifax County	96 (96% Warren, 4% Halifax-4 points to be donated to Peanut Belt)
Warren	H090823	Regional Impact	US 401	Widening US 401 from the Franklin County Line to Warrenton	100

## Projects Regardless of County for 300 Points:

Granville	H090765	Regional Impact	US 15	US 15 from US 158 (Oxford Outer Loop) to Chewning Road, Widen to Multi-Lanes	100
Person	H111010-D	Regional Impact	US 501 (Madison Blvd)	Improve Intersection- from US 158 (Oxford Road)	100
Vance	H090097	Regional Impact	US 1 BUS (Raleigh Rd)*	SR 1267 (Dabney Drive), Widen to Multi-Lanes	23

55(to be donated to H090195-D)

22(to be donated to H140487-C)

Total=300, regardless of county

1300=The total KTRPO Local Points Assignment allocated

\*Jordan McMillian made the distinction that this is not the Dabney Drive project that was funded through HB97, H090097 is Raleigh Road (US 1 BUS).

After the discussion, Mike Ciriello moved to release the draft points and draft methodology scores for the 30 day comment period. Diane Cox made the motion for the TCC, seconded by Stuart Litvin. The motion passed and was referred up to the TAC. Sidney Dunston made the motion to release the draft points and draft methodology scores for the 30 day comment period for the TAC. Jimmy Clayton seconded the motion. The motion passed.

**New TCC/TAC Action Item: approve a clarification in the KTRPO P4.0 Local Input Methodology Conditional Approval Version approved by the KTRPO TAC on February 25, 2016 for the next iteration of SPOT (P5.0) regarding destinations served by intersections.**

Discussion centered around the problem of determining the number of destinations served if the project was an intersection or interchange project. Justin Jorgensen suggested adding the wording **“Does the project enhance connectivity (to the destination served).”** Mike Ciriello introduced a motion to include this wording in the next iteration of our methodology for SPOT regarding destinations served by intersections. The motion



was introduced by Justin Jorgensen for the TCC and seconded by Carroll Harris. The motion passed. The motion was referred to the TAC. Jimmy Clayton made a motion to include the wording for the TAC, which was seconded by Sidney Dunston. The motion passed.

**Other Business**-none

**Public comment**-none

### **Adjournment**

Mike Ciriello made a motion to adjourn for the TCC. The motion was seconded by Stuart Litvin. The motion passed. Jimmy Clayton made a motion to adjourn for the TAC. The motion was seconded by Sidney Dunston. The motion passed. The meeting was adjourned.

**The next Kerr-Tar RPO meeting is scheduled for  
Thursday, May 26, 2016 from 3-5pm.**

FY 2015-2016  
PLANNING WORK PROGRAM (Revised)  
ANNUAL PROPOSED FUNDING SOURCES TABLE  
Kerr-Tar Rural Planning Organization

TASK CODE	TASK CODE/ WORK PRODUCT DESCRIPTION	WORK PRODUCT FORMAT	GEOGRAPHY	PRIMARY PROJECT # (IF APPLICABLE)  FY_00X	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		TOTAL
					LOCAL  20%	STATE  80%	

I. DATA COLLECTION AND ASSESSMENT								
I-1	DATA COLLECTION AND ASSESSMENT				\$ 3,000	\$ 12,000	\$ 15,000	
I-1.1	CTP Inventory and Assessment				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
	Regional CTP Needs		Administrative	Kerr Tar				1516_000
I-1.2	Bicycle and Pedestrian Inventory and Assessment							
I-1.3	Parking Inventories							
I-1.4	Vehicle Occupancy Rates (VOR) Counts and Assessment							
I-1.5	Traffic Volume Counts and Assessment							
	Macon							
	Madision Blvd							
I-1.6	Crash Data and Assessment							
	Crash Data and Assessment		Summary/Assessment	Louisburg town				1516_000
I-1.7	Public Transportation Service Data and Assessment							
	Update public transportation data for Locally Coordinated Transportation Plan (Will will work on as MM)		Summary/Assessment	Kerr Tar				1516_000
I-1.8	Multimodal Data Collection and Assessment							
I-1.9	Freight Data Collection and Assessment							
I-1.10	Socioeconomic Data Inventory							
	Update KTRPO data for regional transportation website		Summary/Assessment	Kerr Tar				1516_000
I-1.11	Environmental and Land use Data Inventory and Assessment							
	205j Water Quality Applicaton		Other	Kerr Tar				
	EPA Brownfields Assessmemt Grant		Other	Kerr Tar				
I-1.12	Demographic Data Collection and Assessment							
	Update KTRPO data for regional transportation website		Summary/Assessment	Kerr Tar				1516_000

II. TRANSPORTATION PLANNING								
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT				\$ 776	\$ 3,105	\$ 3,881	
II-1.1	Develop CTP Vision				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-1.1.a	CTP Study Setup							
	Initiate Granville County CTP update if approved by TPB. Evaluate needs for updates for municipal /county plans; work as required		Administrative	GRANVILLE				
II-1.1.b	Local CTP Vision							
II-1.2	Conduct CTP Needs Assessment							
II-1.2.a	Data Collection and Assessment							
II-1.2.b	Current and Future Year Data Endorsements							
II-1.2.c	Deficiency Assessment							
II-1.3	Analyze Alternatives and Environmental Screening							
II-1.3.a	Alternatives Assessment							
II-1.3.b	Local Alternative Consensus							
II-1.4	Develop Final Plan							
II-1.4.a	Develop CTP Maps							
II-1.4.b	Local Endorsement							
II-1.4.c	Adopt Plan							
II-1.4.d	CTP Document							
II-1.4.e	CTP and Local Land Use Revisions							
II-1.4.f	Development of Local Implementation Strategies							
II-2	PRIORITIZATION AND PROGRAM DEVELOPMENT				\$ 5,600	\$ 22,400	\$ 28,000	
II-2.1	Local Project Prioritization				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-2.1.a	Local Project Prioritization							
	STI Committee		Meeting Participation	Kerr Tar				1516_002
	Review local and update local projects for prioritization, submit any new candidate projects, assign Regional Impact Local Input points (based on tentative P4.0 Schedule)		Administrative	Kerr Tar				1516_002
	Consolidated CTP Project Lists		Spreadsheet	Kerr Tar				1516_002
II-2.1.b	Project Entry and SPOT Prioritization Process							
II-2.2	STIP Participation							
II-2.2.a	STIP Participation							
	Distribute and facilitate comments for P4.0 / STI to members; receive and review documentation and guidance about new funding, project scores and rankings, and process.		Administrative	Kerr Tar				1516_002
II-3	PROJECT DEVELOPMENT				\$ 430	\$ 1,720	\$ 2,150	
II-3.1	Problem Statement and Purpose and Need				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-3.1.a	Purpose and Need Data							
	Location Affordability Study							
II-3.1.b	Public Involvement Strategies							
	Disseminate information about projects for comment and public information		Administrative	Kerr Tar				1516_002
II-3.2	Merger Process							
II-3.2.a	Meeting Attendance							
II-3.2.b	Review and Comment							

TASK CODE	TASK CODE/ WORK PRODUCT	WORK PRODUCT	GEOGRAPHY	PRIMARY PROJECT #	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		
	Receive and distribute project plans	Administrative	Kerr Tar	1516_000			
II-3.3	Indirect and Cumulative Effects						
II-3.3.a	ICE Assessment of Probable Growth				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
II-4	GENERAL TRANSPORTATION PLANNING				\$ 9,600	\$ 38,400	\$ 48,000
II-4.1.a	Regional or Statewide Planning				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
	Participation in regional and local planning efforts and committee as the KTRPO representative (i.e. US-158 Corridor Association; Granville CTP Committee)	Meeting Participation	Kerr Tar	1516_000			
	NCARPO Website-Provide routine site maintenance including updating posts for meetings, posting minutes, hotel info, and agendas, and contact info, announcements and links.	Administrative	NC STATE	1516_000			
	NCARPO Committees and Workgroups (Pike and Ped Ctee., TAMP Paving Workgroup)	Meeting Participation	NC STATE				
	NCARPO	Meeting Participation	Kerr Tar	1516_000			
II-4.1.b	Special Studies and Projects						
	Town of Macon Pedestrian Plan	Report	Macon	1415_000			
	Town of Warrenton Pedestrian Plan	Report	Warrenton	1415_003			
	Initiate Study for Multi-modal station in downtown Henderson	Summary/Assessment	HENDERSON	1516_000			
	Town of Stem Community Plan	Report	STEM	1415_004			
	Madison Blvd Visualization	Other	Roxboro	1213_009			
	Bickett Blvd Visualization	Other	Louisburg	1213_009			
	Louisburg Transit Plan	Other	Louisburg				
II-4.1.c	CMAQ Planning						
	Regional CMAQ funding updates and new project identification; assistance with applications; technical assistance and endorsements as necessary	Administrative	Kerr Tar	1516_000			
II-4.1.d	Air Quality Assessment						
	Receive and review SICM air quality data	Administrative	Kerr Tar	1516_000			
II-4.1.e	Alternative Funding						
	Oxford, NC-Alt. funding for Oxford Greenway Trails	Administrative					
II-4.1.f	Training and Certification						
	Technical Training (such as TEASS training)	Administrative	Kerr Tar	1516_000			
	Professional Training and Memberships	Other	Kerr Tar	1516_000			
II-4.2	Title VI				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
II-4.2.a	RPO Affirmation of Title VI Compliance						
II-4.2.b	Transportation Initiatives and ADA Compliance						
II-4.2.c	Environmental Justice Assessment						
II-4.2.d	Limited English Proficiency (LEP) Assessment						
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES							
III-1	ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT				\$ 4,800	\$ 19,200	\$ 24,000
III-1.1	Administrative				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
III-1.1.a	Planning Work Program						
	FY17 PWP	Administrative	Kerr Tar	1516_000			
	FY16 PWP Implementation	Administrative	Kerr Tar	1516_000			
	FY16 Revisions Amendment	Administrative	Kerr Tar	1516_000			
III-1.1.b	5-Year Planning Calendar						
	Prepare 5 year planning calendar for 2016-2021	Administrative	Kerr Tar	1516_000			
III-1.1.c	Quarterly Invoice and Progress Reports						
	Prepare quarterly Invoices and progress reports	Administrative	Kerr Tar	1516_000			
III-1.1.d	TCC/TAC Work Facilitation						
	Prepare meeting agendas, minutes, speakers	Administrative	Kerr Tar	1516_000			
III-1.1.e	Regulatory Documents						
	SEI FY16	Administrative	Kerr Tar	1516_000			
III-1.1.f	Miscellaneous Expenses						
	Solar Workshop Facilitation						
	Active Routes to School						
	National Walk to School Day						
	SE High Speed Rail						
	Litter						
	Nat'l Rural Transp.Peer Learning Conf, Chattanooga-June 2016						
III-1.2	Public Involvement				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
III-1.2.a	Public Involvement Plan (PIP)						
III-1.2.b	Documentation of Public Input						
	NHS Review						
TOTAL					\$ 24,206	\$ 96,825	\$ 121,031

Approved by the T \_\_\_\_\_, 2016.

Signature, TAC Chairman

Signature, RPO Secretary

# Planning Work Program Amendment Template

May 24, 2016

Transportation Planning Branch  
North Carolina Department of Transportation  
1554 Mail Service Center  
Raleigh, NC 27699-1554

Subject: Planning Work Plan Amendment, FY 15-16  
Kerr-Tar Planning Organization

Dear Ms. Desai and Mr. Walston:

The Kerr-Tar Rural Planning Organization (Kerr-Tar RPO) is seeking Transportation Planning Branch approval for the amended FY 15-16 Planning Work Program. This amendment was deemed necessary by RPO staff, who reviewed the current fiscal year planning work program and budget and identified shifts of money that are necessary to reflect actual work demands through the first eight months of the fiscal year. The changes were recommended by the Technical Coordinating Committee on 5/26/16 and endorsed by the Technical Advisory Committee on 5/26/16. There is no change to the RPO's overall budget and no money is requested of RPO members.

The recommended changes are as follows:

## II-1 – Comprehensive Transportation Plan (CTP) Development

**II-1.1.a-CTP Study Setup:** There are no changes to the specified deliverables, but the amount of money allocated for under category is **reduced** by \$4,000 due to the Granville County CTP update getting started later in the fiscal year. The main work on this update will be in FY2016-2017.

Total for **II-1(Comprehensive Transportation Plan (CTP) Development)-reduced** by \$4,000.

## II-4 – General Transportation Planning

**II-4.1.a - Regional or Statewide Planning and II-4.1.b-Special Studies and Projects:** There is no change in the deliverables for these line items, but funding is **increased** for General Transportation Planning by \$2,000 to reflect work related to participating in committees and workgroups for the NCARPO as well as the Madison Boulevard Visualization and Louisburg Transit Plan.

Total for **II-4 (General Transportation Planning) – increased** by \$2,000.

## III-1-Administrative Documents and Public Involvement

**III-1.1 Administrative:** This line item has involved an additional TCC/TAC meeting **under III-1.1.d** (funding increased by \$500) and **III-1.1.f Miscellaneous Expenses** has involved travel and

meeting prep for the RPO Coordinator to present and receive a NADO 2016 Excellence in Regional Transportation Award “Imagine Bickett Boulevard” at National Rural Transportation Peer Learning Conference in Chattanooga, TN June 13-15(funding increased by \$1500).

Total for **III-1 (Administrative Documents and Public Involvement)** – **increased** by \$2,000.

Sincerely,

**Jimmy Clayton, May 26, 2016, Kerr-Tar TAC Chair**

**Ann Stroobant, May 26, 2016, Kerr-Tar RPO Coordinator**

FY 2015-2016  
PLANNING WORK PROGRAM  
AMENDMENT TABLE  
Kerr-Tar Rural Planning  
Organization (TEMPLATE)

4th Quarter Amendment Table		
Date: 26/May/2016		
Original Budgeted Amount for Q4	Net Change	New 4th Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 3,450	\$ 0	\$ 3,450
MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.  CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.		
II. TRANSPORTATION PLANNING		
\$ 5,381	\$ (4,000)	\$ 1,381
MONEY WAS TRANSFERRED FROM SUBCATEGORY II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES II-4.4.a Regional or Statewide Planning, II-4.4.b Special Studies and Projects, III-1.1.d TAC/TCC Work Facilitationand III-1.1.f Miscellaneous Expenses BECAUSE of the Granville County CTP Update getting started later in the fiscal year. The main work on this update will be in FY2016-2017. MORE MONEY was added to these line items (see below).  CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT (Planning Work Program Amendment Provided.) PROVIDE EXPLANATION FOR \$ TRANSFERRED.		
\$ 5,300	\$ 0	\$ 5,300
MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.  CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.		
\$ 400	\$ 0	\$ 400
MONEY WAS TRANSFERRED FROM SUBCATEGORY X AND APPLIED TO SUBCATEGORY Y BECAUSE: ADD/DELETED LINE ITEM OR MORE MONEY NEEDED / LINE ITEM.  CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.		
\$ 5,067	\$ +2,000	\$ 7,067
MONEY WAS TRANSFERRED FROM II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES II-4.4.a Regional or Statewide Planning, II-4.4.b Special Studies and Projects BECAUSE: There is no change in the deliverables for these line items, but funding is increased for General Transportation Planning by \$2,000 to reflect work related to participating in committees and workgroups for the NCARPO as well as the Madison Boulevard Visualization and Louisburg Transit Plan. CHANGES TO FUNDING FOR SUB-CATEGORIES EXCEEDING \$2,500 WILL REQUIRE AN AMENDMENT. PROVIDE EXPLANATION FOR \$ TRANSFERRED.		
III. ADMIN OF PLANNING & POLICIES		
\$ 6,403	\$ +2,000	\$ 8,403
MONEY WAS TRANSFERRED FROM II-1.1.a-Comprehensive Transportation Plan (CTP) Development AND APPLIED TO SUBCATEGORIES:III-1.1 Administrative: This line item has involved an additional TCC/TAC meeting under III-1.1.d (funding increased by \$500) and III-1.1.f Miscellaneous Expenses has involved travel and meeting prep for the RPO Coordinator to present and receive a NADO 2016 Excellence in Regional Transportation Award "Imagine Bickett Boulevard" at National Rural Transportation Peer Learning Conference in Chattanooga, TN June 13-15(funding increased by \$1500).		
\$ 26,001	\$	\$ 26,001
\$ 20,800.80	\$ (2,800)	\$ 20,800.80
\$ 5,200.20	\$ (700)	\$ 5,200.20

Approved by the TAC on

\_\_\_\_\_, 2016.

\_\_\_\_\_  
Signature, TAC Chairman

\_\_\_\_\_  
Signature, RPO Secretary

Funding Reduced by \$4,000

Funding increased by \$2,000

Funding increased by \$2,000



FY 2016-2017

PLANNING WORK PROGRAM

ANNUAL PROPOSED FUNDING SOURCES TABLE

Kerr-Tar Rural Planning Organization

TASK CODE	TASK CODE/ WORK PRODUCT DESCRIPTION	WORK PRODUCT FORMAT	GEOGRAPHY	PRIMARY PROJECT # (IF APPLICABLE) FY_00X	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		TOTAL
					LOCAL 20%	STATE 80%	

I. DATA COLLECTION AND ASSESSMENT								
I-1	DATA COLLECTION AND ASSESSMENT				\$ 2,600	\$ 10,400	\$ 13,000	
I-1.1	CTP Inventory and Assessment				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
	Regional CTP Needs		Administrative	Kerr Tar				1617_000
I-1.2	Bicycle and Pedestrian Inventory and Assessment							
I-1.3	Parking Inventories							
I-1.4	Vehicle Occupancy Rates (VOR) Counts and Assessment							
I-1.5	Traffic Volume Counts and Assessment							
I-1.6	Crash Data and Assessment							
	Crash Data and Assessment		Summary/Assessment	Louisburg town				1617_000
I-1.7	Public Transportation Service Data and Assessment							
	Update public transportation data for Locally Coordinated Transportation Plan (Tony will work on as MM)		Summary/Assessment	Kerr Tar				1617_000
I-1.8	Multimodal Data Collection and Assessment							
I-1.9	Freight Data Collection and Assessment							
I-1.10	Socioeconomic Data Inventory							
	Update KTRPO data for regional transportation website		Summary/Assessment	Kerr Tar				1617_000
I-1.11	Environmental and Land use Data Inventory and Assessment							
	205j Water Quality Application		Other	Kerr-Tar	1617_000			
I-1.12	Demographic Data Collection and Assessment							
	Update KTRPO data for regional transportation website		Summary/Assessment	Kerr Tar	1617_000			

II. TRANSPORTATION PLANNING								
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT				\$ 3,000	\$ 12,000	\$ 15,000	
II-1.1	Develop CTP Vision				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-1.1.a	CTP Study Setup							
	Prepare meeting minutes		Administrative	GRANVILLE				1617_001
II-1.1.b	Local CTP Vision							
II-1.2	Conduct CTP Needs Assessment							
II-1.2.a	Data Collection and Assessment							
	Assist in Data Collection		Other	GRANVILLE				1617_001
	Community Understanding Report (CUR) with NCDOT		Other	GRANVILLE				1617_001
II-1.2.b	Current and Future Year Data Endorsements							
II-1.2.c	Deficiency Assessment							
II-1.3	Analyze Alternatives and Environmental Screening				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-1.3.a	Alternatives Assessment							
II-1.3.b	Local Alternative Consensus							
	Presentation to local board		Meeting Participation	GRANVILLE				1617_001
II-1.4	Develop Final Plan							
II-1.4.a	Develop CTP Maps				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
	Assist NCDOT to develop and/or review CTP maps		Mapping	GRANVILLE				1617_001
	Participate in workshops/meetings to gather input on CTP		Meeting Participation	GRANVILLE				1617_001
II-1.4.b	Local Endorsement							
	Assist in adoption of plan		Other	GRANVILLE				1617_001
II-1.4.c	Adopt Plan							
II-1.4.d	CTP Document							
	Review documentation		Administrative	GRANVILLE				1617_001
II-1.4.e	CTP and Local Land Use Revisions							
II-1.4.f	Development of Local Implementation Strategies							
II-2	PRIORITIZATION AND PROGRAM DEVELOPMENT				\$ 5,376	\$ 21,505	\$ 26,881	
II-2.1	Local Project Prioritization				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-2.1.a	Local Project Prioritization							
	STI Committee		Meeting Participation	Kerr Tar				1617_002
	Review local and update local projects for prioritization, submit any new candidate projects, assign Regional Impact Local Input points (based on tentative P4.0 Schedule)		Administrative	Kerr Tar				1617_002
	Consolidated CTP Project Lists		Spreadsheet	Kerr Tar				1617_002
II-2.1.b	Project Entry and SPOT Prioritization Process							
II-2.2	STIP Participation				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-2.2.a	STIP Participation							
	Distribute and facilitate comments for P4.0 / STI to members; receive and review documentation and guidance about new funding, project scores and rankings, and process.		Administrative	Kerr Tar				1617_002
II-3	PROJECT DEVELOPMENT				\$ 430	\$ 1,720	\$ 2,150	
II-3.1	Problem Statement and Purpose and Need				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-3.1.a	Purpose and Need Data							
II-3.1.b	Public Involvement Strategies							

TASK CODE	TASK CODE/ WORK PRODUCT	WORK PRODUCT	GEOGRAPHY	PRIMARY PROJECT #	RPO PROGRAM FUNDS			
					HIGHWAY/TRANSIT			
						EACH QUARTER		
	Disseminate information about projects for comment and public information	Administrative	Kerr Tar	1617_000				
II-3.2	Merger Process							
II-3.2.a	Meeting Attendance					SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
II-3.2.b	Review and Comment							
	Receive and distribute project plans	Administrative	Kerr Tar	1617_000				
II-3.3	Indirect and Cumulative Effects							
II-3.3.a	ICE Assessment of Probable Growth					SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.		
II-4	GENERAL TRANSPORTATION PLANNING				\$ 8,800	\$ 35,200	\$ 44,000	
II-4.1.a	Regional or Statewide Planning				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
	Participation in regional and local planning efforts and committee as the KTRPO representative (i.e. US-158 Corridor Association; Granville CTP Committee)	Meeting Participation	Kerr Tar	1617_000				
	NCARPO Website-Provide routine site maintenance including updating posts for meetings, posting minutes, hotel info, and agendas, and contact info, announcements and links.	Administrative	NC STATE	1617_000				
	NCARPO	Meeting Participation	Kerr Tar	1617_000				
II-4.1.b	Special Studies and Projects							
	Henderson I-85/NC39 Uptown Gateway Corridor Study	Report	HENDERSON	1516_000				
	NC Lakes District Regional Bike Plan Marketing and Outreach	Other	Kerr Tar	1415_004				
	Madison Blvd Visualization	Other	Roxboro	1213_009				
II-4.1.c	CMAQ Planning							
	Regional CMAQ funding updates and new project identification; assistance with applications; technical assistance and endorsements as necessary	Administrative	Kerr Tar	1617_000				
II-4.1.d	Air Quality Assessment							
	Receive and review SICM air quality data	Administrative	Kerr Tar	1617_000				
II-4.1.e	Alternative Funding							
II-4.1.f	Training and Certification							
	Technical Training (such as TEAAS training)	Administrative	Kerr Tar	1617_000				
	Professional Training and Memberships	Other	Kerr Tar	1617_000				
II-4.2	Title VI							
II-4.2.a	RPO Affirmation of Title VI Compliance				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
II-4.2.b	Transportation Initiatives and ADA Compliance							
II-4.2.c	Environmental Justice Assessment							
II-4.2.d	Limited English Proficiency (LEP) Assessment							
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES								
III-1	ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT				\$ 4,000	\$ 16,000	\$ 20,000	
III-1.1	Administrative							
III-1.1.a	Planning Work Program				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
	FY18 PWP	Administrative	Kerr Tar	1617_000				
	FY17 PWP Implementation	Administrative	Kerr Tar	1617_000				
	FY17 Revisions Amendment	Administrative	Kerr Tar	1617_000				
III-1.1.b	5-Year Planning Calendar							
	Prepare 5 year planning calendar for 2017-2022	Administrative	Kerr Tar	1617_000				
III-1.1.c	Quarterly Invoice and Progress Reports							
	Prepare quarterly Invoices and progress reports	Administrative	Kerr Tar	1617_000				
III-1.1.d	TCC/TAC Work Facilitation							
	Prepare meeting agendas, minutes, speakers	Administrative	Kerr Tar	1617_000				
III-1.1.e	Regulatory Documents							
	SEI FY17	Administrative	Kerr Tar	1617_000				
III-1.1.f	Miscellaneous Expenses							
III-1.2	Public Involvement							
III-1.2.a	Public Involvement Plan (PIP)				SPENDING DETAILS PER LINE ITEM ARE REQUIRED EACH QUARTER.			
III-1.2.b	Documentation of Public Input							
TOTAL					\$ 24,206	\$ 96,825	\$ 121,031	

Approved by the \_\_\_\_\_, 2016.

Signature, TAC Chairman

Signature, RPO Secretary



Kerr-Tar Regional Transportation Planning Organization

5-Year Planning Calendar 2016 - 2021

YEAR	Planning Work Program	Recommendation to State TIP	GIS Database	Data Collection	Local CTP	Special Studies	Transportation Enhancement / Transit Planning	CMAQ
FY 2016 - 2017	Draft February 2017; Final May 2017	Review Prioritization Policy; Prepare comments for 2016-2022 Draft TIP	Maintain Databases; Coordinate updates with local agencies.	Data collection as requested by local partners.	Evaluate needs for updates for municipal/county plans; Work on Granville County CTP if approved by TPB; assist in CUR for Granville County; apply for Warren County CTP if not already awarded.	Conclude projects from previous year; Initiate study for Henderson I-85/NC39 Uptown Gateway Corridor Study, a downtown master redevelopment plan for the City of Henderson which will include the multi modal station as an element and also looks at land use, urban design, access and economic development potential in partnership with local planning and ED leaders. Start NC Lakes District Regional Bike Plan Marketing and Outreach. Additional efforts as identified by survey and discussions with RPO TCC. Conduct membership survey for future planning project ideas.	Continue to assist with applications, technical assistance and endorsements as necessary. Continue to expand collaboration with Mobility Management and create on-line resource to link passengers with mobility. Continue to work with mobility manager to update LCP. Continue to work with regional and state partners to study locations and facilities for park and ride and intrastate transit services. Work with PATS and KARTS to design and plan facilities to enhance "Around Town" shuttle and regional transit services. Work with southside Virginia to look at transit options for Region K workers to access jobs in southern Virginia.	Assistance with applications; technical assistance and endorsements as necessary
FY 2017 - 2018	Draft February 2018; Final May 2018	Submit TIP Priority List for 2018- 2024 TIP	Maintain Databases; Coordinate updates with local agencies	Data collection as requested by local partners.	Evaluate needs for updates for municipal/county plans; Finalize Granville County CTP; Begin Warren County CTP	Continue with the Henderson I-85/NC39 Uptown Gateway Corridor Study. Continue with NC Lakes District Regional Bike Plan Marketing and Outreach. Examine potential and limitations to expanding freight rail in the region. Additional efforts as identified by survey and discussions with RPO TCC.	Technical Assistance to Member Govts as needed	Assistance with applications; technical assistance and endorsements as necessary
FY 2018 - 2019	Draft February 2019; Final May 2019	Review Prioritization Policy; Prepare comments for 2018-2024 Draft TIP	Maintain Databases; Coordinate updates with local agencies	Data collection as requested by local partners.	Evaluate needs for updates for municipal/county plans; Work on Warren County CTP	Additional efforts as identified by survey and discussions with RPO TCC.	Technical Assistance to Member Govts as needed	Assistance with applications; technical assistance and endorsements as necessary
FY 2019 - 2020	Draft February 2020; Final May 2020	Submit TIP Priority List for 2019- 2025 TIP. Review existing project scopes and review potential changes	Maintain Databases; Coordinate updates with local agencies	Data collection as requested by local partners.	Evaluate needs for updates for municipal/county plans; Finalize Warren County CTP	Additional efforts as identified by survey and discussions with RPO TCC.	Technical Assistance to Member Govts as needed	Assistance with applications; technical assistance and endorsements as necessary
FY 2020 - 2021	Draft February 2021; Final May 2021	Review Prioritization Policy; Prepare comments for 2020-2026 Draft TIP	Maintain Databases; Coordinate updates with local agencies	Data collection as requested by local partners.	Evaluate needs for updates for municipal/county plans; work as required	Additional efforts as identified by survey and discussions with RPO TCC.	Technical Assistance to Member Govts as needed	Assistance with applications; technical assistance and endorsements as necessary

Approved by the Kerr-Tar RPO on the 26th day of May, 2016

Commissioner Jimmy Clayton, Kerr-Tar RPO TAC

Ann Stroobant, Secretary, Kerr-Tar RPO TAC



## **A RESOLUTION TO ENDORSE THE NC 56 CORRIDOR STUDY**

WHEREAS, The Town of Butner, City of Creedmoor, Granville County, the North Carolina Department of Transportation, the Kerr-Tar RPO, and the Capital Area MPO have worked cooperatively to develop a comprehensive Corridor Study for NC 56 from 33<sup>rd</sup> Street in Butner to Darden Drive in Creedmoor; and

WHEREAS, NC 56 is currently a two- and three-lane facility carrying up to 15,000 vehicles per day and is anticipated to carry 72% more traffic by 2040; and

WHEREAS, NC 56 provides access to I-85 for freight traffic, commuter traffic, and local traffic; and

WHEREAS, intersections along NC 56 in the study area account for the third (southbound I-85 ramp), fourth (East Lyon Station Road), fifth (West Lyon Station Road) and eleventh (northbound I-85 ramp) highest crash frequency locations in Granville County; and

WHEREAS, without improvement, the NC 56 corridor is expected to operate at an unacceptable level of service E by 2040; and

WHEREAS, the community has identified concerns about safety for motorists, pedestrians and cyclists; access to businesses and residences; reliable mobility; economic vitality; environmental preservation; and efficient use of state, local and federal funds for transportation improvements; and

WHEREAS, the NC 56 Corridor Study contains recommendations for short and long term improvements along NC 56 that, if implemented, will provide safe, convenient, reliable and economical transportation benefits for all users of the facility.

NOW THEREFORE, BE IT RESOLVED, that the Kerr-Tar Regional Council of Governments Regional Transportation Planning Organization (KTRPO) Transportation Advisory Committee and Transportation Coordinating Committee hereby endorses the NC 56 Corridor Study developed cooperatively with the Town of Butner, City of Creedmoor, Granville County, the North Carolina Department of Transportation, the Capital Area MPO and the Kerr-Tar RPO for use in developing Comprehensive Transportation Plans (CTPs) and project submittals to the North Carolina Department of Transportation for planning and programming funds. This the 26<sup>th</sup> day of May, 2016.

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Mike Ciriello, Chair, Kerr-Tar RPO TCC

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Jimmy Clayton, Chair, Kerr-Tar RPO TAC

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Ann Stroobant, Secretary, Kerr-Tar RPO TAC/TCC