



Kerr-Tar RPO TCC and TAC Meeting

Thursday, March 23, 2023

3:00PM – 4:30PM

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.

Please attend meeting via Zoom Invitation Link below:

<https://us02web.zoom.us/j/83400663043?pwd=UkRMQnE3U1RjdzZnNOZJaFhrYndRdz09>

Meeting ID: 834 0066 3043

Passcode: kerrtar |

Call-in Number: 1 (646) 931 3860

- **Roll Call to Establish Quorums & Call the Meeting to Order** – TCC Chair & TAC Chair
- **TCC/TAC Action Items**
 - Approval of February 23, 2023 Meeting Minutes
 - Approval of Resolutions Supporting Grant Applications
 - Approval of RPO's FY23-24 Planning Work Program (PWP)
 - Designation of Carryover Projects from P6.0 to P7.0
- **Presentation:** Granville County East Coast Greenway Feasibility Study (Butner-Stem-Oxford)
- **Current & Upcoming Funding Opportunities**
 - NCDOT Multimodal Planning Grant Initiative
 - USDOT Charging & Fueling Infrastructure (CFI) Program
- **NCDOT Division 5 Reports & News**
- **Other Business**
 - S-Line Transit-Oriented Development (TOD) Study
 - NC Clean Energy Technology Center (NCCETC) Updates
 - Safe Routes to School Updates
 - NCDOT Spring Litter Sweep
 - Reminder: State Ethics Commission filing [TAC Members]
- **Public Comment**
- **Adjournment** – Thank you for your participation!



**Kerr-Tar RPO Transportation Advisory Committee & Technical Coordinating Committee
Meeting Minutes**

Meeting Date: Thursday, February 23, 2023

Meeting Time: 3:00 PM – 4:30 PM

Meeting Location: Held via Zoom

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

In accordance with the State Government Ethics Act, it is the duty of every TAC member to avoid conflicts of interest. *Does any TAC member have any know conflict of interest with respect to matters coming before the TAC today?* If so, please identify the conflict and refrain from any participation in the particular matter involved.

TCC Members Present via Zoom:

Mr. Barry Baker, Planning Director, Granville County & TCC Chair
Mr. Brandon Jones, PE, Division Engineer, NCDOT Division 5
Ms. Brooke Nance, Planner II, Franklin County
Mr. Carroll Harris, Mayor, Town of Macon
Ms. Cheryl Hart, Planning Director, City of Oxford
Mr. Harry Mills, Economic Development Director, Granville County
Mr. Justin Jorgensen, Senior Transportation Planner, Granville County
Ms. Katherine Cathey, County Manager, Person County
Ms. Lauren Johnson, Planning Director, City of Roxboro
Mr. Michael Ciriello, Planning Director, Town of Butner
Mr. Michael Kelly, Planning Director, Kerr-Tar COG
Mr. Philip Geary, PE, Transportation Engineer III, NCDOT Transportation Planning Division
Mr. Tracy Parrot, PE, Deputy Division Engineer, NCDOT Division 5

TAC Members Present via Zoom:

Mr. Jason Thomas, Commissioner, Person County
Mr. Russ May, Commissioner, Granville County
Mr. Tom Lane, Town of Butner Councilmember & TAC Chair
Mr. Walter Gardner, Jr., Mayor, Town of Warrenton

Kerr-Tar Staff and Others Present:

Ms. Jennifer Edmonds, Regional Program Coordinator & SRTS Coordinator, Kerr-Tar COG
Mr. Sam Boswell, Regional Transportation Planner & RPO Coordinator, Kerr-Tar COG

- I. **Roll Call of TCC & TAC to Establish Quorums; Call the TCC & TAC Meeting to Order**

The meeting begins at 3:00pm and quorums are established by roll call for both committees. TCC Chair Baker calls the TCC meeting to order. TAC Chair Lane calls the TAC meeting to order.
- II. **TAC Action Item I – Annual Selection of Officers**

RPO Bylaws dictate that TAC Officers (Chair & Vice-Chair) are to be selected at the first meeting of each calendar year. 2022 TAC Chair Lane opens the floor for nominations.

 - Walter Gardner nominates Tom Lane to serve as 2023 TAC Chair. Russ May seconds the nomination. There being no other nominations, the vote is taken by roll call and all members vote in favor Mr. Lane’s appointment.
 - Russ May nominates Emma Stewart to serve as 2023 TAC Vice-Chair. Tom Lane seconds the nomination. There being no other nominations, the vote is taken by roll call and all members vote in favor Ms. Stewart’s appointment.
- III. **TAC Action Item II – Approval of August 25, 2022 Meeting Minutes**

TAC Chair Lane requests a motion to approve the August 25, 2022 RPO TCC/TAC meeting minutes as provided in the agenda packet. A motion is made by Russ May and seconded by Walter Gardner. The vote is taken by roll call and all members vote in the affirmative.
- IV. **TCC Action Item I – Approval of October 20, 2022 Meeting Minutes**

TCC Chair Baker requests a motion to approve the October 20, 2022 RPO TCC meeting minutes as provided in the agenda packet. A motion is made by Harry Mills and seconded by Carroll Harris. The vote is taken by roll call and all members vote in the affirmative.
- V. **TCC/TAC Action Item I – Approval of Resolutions Supporting Grants Applications**

RPO Staff presents several grant applications that have either been recently submitted or will soon be submitted and requests TCC/TAC support. The grants include the following:

 - NCDOT Integrated Mobility Division Feasibility Studies Grant
 - Granville County application – *East Coast Greenway alignment from Oxford to VA border, passing through Stovall.*
 - Person County application – *rails with trails greenway alignment through Person County, towards American Tobacco Trail in Durham.*
 - Warren County application – *multi-use path near US-158 corridor, connecting Macon, Norlina, and Warrenton.*
 - Town of Warrenton application – *greenway corridor along Horse Creek near downtown Warrenton.*
 - Safe Routes to School Non-Infrastructure Grant, Kerr-Tar COG
 - Congestion Mitigation & Air Quality (CMAQ) Grant, City of Oxford – *funding for Industry Drive sidewalk project.*
 - RAISE Grant FY23, Town of Butner – *Central Avenue redevelopment project; multi-modal improvements and shared storm water facilities.*

TCC Chair Baker requests a motion to recommend to the TAC that these applications be endorsed. Mike Ciriello motions, Harry Mills seconds. The vote is taken by roll call and all members vote in the affirmative.

TAC Chair Lane requests a motion to endorse these applications. Russ May motions, Walker Gardner seconds. The vote is taken by roll call and all members vote in the affirmative.

VI. TCC/TAC Action Item II – Approval of Amended KTRPO FY22-23 Planning Work Program

RPO Staff requests approval of amended FY22-23 RPO Planning Work Program due to changing priorities, shifted schedules, and other modifications in RPO activities. This amendment only involves transferring funds between line items; there is no change to the overall RPO budget.

TCC Chair Baker requests a motion to recommend to the TAC that these amendments be approved. Cheryl Hart motions, Lauren Johnson seconds. The vote is taken by roll call and all members vote in the affirmative.

TAC Chair Lane requests a motion to approve the PWP amendments. Walker Gardner motions, Russ May seconds. The vote is taken by roll call and all members vote in the affirmative.

VII. Presentation: “RPO 101: The Purpose of TACs and TCCs”

RPO Staff presents the fundamentals of TACs and TCCs. These fundamentals include the origin of RPOs, the relationship between the RPO and the COG, the RPO’s core duties and responsibilities, the role of TACs and TCCs, and the procedures and purpose of RPO meetings.

Further detail can be found in the RPO’s Memorandum of Understanding (MOU) and in the TAC’s and TCC’s Bylaws.

VIII. Current & Upcoming Funding Opportunities

TCC Chair Baker turns the time over to RPO Staff to cover the following current and upcoming funding opportunities:

Carbon Reduction Program:

- Examples of eligible projects: construction of new sidewalks, projects to improve traffic flow and/or reduce idling, electric vehicle charging stations.
- Applications are due **March 17th** and will be submitted through the RPO.

NCDOT’s Multimodal Planning Grant Initiative:

- Any municipality is eligible to apply for a bicycle, pedestrian, or multimodal planning grant or plan update.
- Municipalities under 10,000 population are also eligible for a project acceleration study.
- Applications are due **April 10th**. Interested municipalities should contact the RPO so that resolutions of support can be passed at the March RPO meeting.

Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant FY23:

- USDOT discretionary grant awarded for surface transportation projects that will have a significant local or regional impact and improve transportation infrastructure. Projects can be used for planning and design as well as construction.
- Current application cycle closes **February 28th**. Interested municipalities should begin preparing now for the next application window and request RPO assistance if necessary.

Volkswagen Mitigation Settlement Funds, Phase 2:

- Available funds for electric vehicle charging stations (Level 2) will close on **March 31st**.

IX. NCDOT Maintenance Reports

RPO Staff shares two start of study updates:

- Granville County – replacing Bridge 74 over the Tar River on SR 1113 (Belltown Rd)
- Warren County – replacing Bridge 16 over Ben’s Creek of SR 1509 (Odell Littleton Rd)

X. NCDOT Division 5 Reports & News

Project Updates:

- Brandon Jones and Tracy Parrott presented projects updates for the Kerr-Tar region. A full list of project updates is provided in the agenda packet supplement as well as in the meeting slides, all of which were distributed prior to the meeting.

News & Events:

- NCDOT is hosting a virtual info session and 6 open house meetings throughout the state to gather public feedback on the N.C. Clean Transportation Plan. The plan is meant to guide officials as more people convert to using electric and autonomous vehicles.
- The NCDOT Spring Litter Sweep will be held April 15-29. RPO Staff will send out materials and information to RPO members that can be used for communications and social media outreach.

XI. Other Business

TCC Chair Baker turns the time over to RPO Staff to cover the following RPO items:

Thriving Communities Program finalists:

- Warren County and the Town of Butner have been named finalists for USDOT’s Thriving Communities Program, which is a technical assistance program that would provide support for 2 years of planning work in fields such as transportation and housing. The RPO partnered with both applicants and will continue to pursue programs such as this to increase the planning capacity of RPO members.

Granville County East Coast Greenway Feasibility Study:

- The RPO and a team of consultants recently finished the Granville County East Coast Greenway Feasibility Study from Butner to Oxford. Results will be presented at the RPO's March meeting.

S-Line Transit-Oriented Development (TOD) Study:

- The final rounds of public engagement were conducted in December. A readiness report and implementation plan should be available sometime this spring. More updates to follow in the March meeting.

Kerr-Tar Safe Routes to School and Clean Fuels Advanced Technology (CFAT) Programs:

- Jennifer Edmonds is the new Regional Programs Coordinator at the Kerr-Tar COG, covering both of these programs.

REMINDER: State Ethics Commission Filings:

- All TAC members and alternates are required to complete two filings with the State Ethics Commission each year: a **Statement of Economic Interest (SEI)** form and a **Real Estate Disclosure (RED)** form. Forms are due on April 17th this year.

XII. Public Comment

Mike Ciriello comments on the importance of planning regional greenway corridors that benefit every county in the Kerr-Tar Region. For example, planning efforts with the East Coast Greenway Alliance should consider the NC Lakes District Regional Bike Plan as well as the potential for a greenway connection along the Southeast High-speed Rail Corridor (S-Line).

XIII. Adjournment

TCC Chair Baker requests a motion to adjourn, which was made by Lauren Johnson and seconded by Cheryl Hart. All TCC members vote to adjourn. The TCC meeting adjourns.

TAC Chair Lane requests a motion to adjourn, which was made by Russ May and seconded by Walter Gardner. All TAC members vote to adjourn. The TAC meeting adjourns.



KERR-TAR RURAL PLANNING ORGANIZATION

Resolution Endorsing City of Roxboro Project Acceleration Plan NCDOT Multimodal Planning Grant Program Application 2023

WHEREAS the Kerr-Tar Rural Planning Organization (KTRPO) provides transportation planning services for the counties of Franklin, Granville, Person, Vance, and Warren in partnership with the North Carolina Department of Transportation; and

WHEREAS the North Carolina Department of Transportation (NCDOT) strives to improve transportation safety, deliver and maintain infrastructure effectively and efficiently, and improve the reliability and connectivity of the transportation system; and

WHEREAS the NCDOT Integrated Mobility Division (IMD) and the Transportation Planning Division (TPD) facilitate an annual matching grant program – the Multimodal Planning Grant Program (MMPG) – to encourage municipalities to develop comprehensive bicycle plans and pedestrian plans; and

WHEREAS the City of Roxboro has made a commitment to improve its pedestrian environment; and

WHEREAS the Kerr-Tar Rural Planning Organization believes the Project Acceleration Plan will improve pedestrian mobility by identifying projects to expand sidewalk connectivity and enhance safety;

THEREFORE, BE IT RESOLVED that the Kerr-Tar Rural Planning Organization endorses and fully supports the City of Roxboro’s Multimodal Planning Grant Program 2023 Application.

Adopted this ____ day of _____, 2023.

Thomas W. Lane, TAC Chairman
Kerr-Tar Rural Planning Organization

FY 2024 (July 1, 2023-June 30, 2024)
 PLANNING WORK PROGRAM
 ANNUAL FUNDING SOURCES TABLE
 Kerr-Tar RPO

TASK CODE	WORK CATEGORY	RPO PROGRAM FUNDS			
		LOCAL 20%	State 0%	FEDERAL 80%	TOTAL
I. DATA COLLECTION AND ASSESSMENT					
I-1	DATA COLLECTION AND ASSESSMENT	\$ 3,000	\$ -	\$ 12,000	\$ 15,000
I-1.1	Highway				
I-1.2	Other Modes				
I-1.3	Socioeconomic				
I-1.4	Title VI				
II. TRANSPORTATION PLANNING					
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP)	\$ 600	\$ -	\$ 2,400	\$ 3,000
II-1.1	Develop CTP Vision				
II-1.2	Conduct CTP Needs Assessment				
II-1.3	Analyze Alternatives and Environmental Screening				
II-1.4	Develop Final Plan				
II-1.5	Adopt Plan				
II-2	PRIORITIZATION	\$ 2,800	\$ -	\$ 11,200	\$ 14,000
II-2.1	Project Prioritization				
II-3	PROGRAM AND PROJECT DEVELOPMENT	\$ 1,000	\$ -	\$ 4,000	\$ 5,000
II-3.1	STIP Participation				
II-3.2	Merger / Project Development				
II-4	GENERAL TRANSPORTATION PLANNING	\$ 5,000	\$ -	\$ 20,000	\$ 25,000
II-4.1	Regional and Statewide Planning				
II-4.2	Special Studies, Projects and Other Trainings				
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES					
III-1	ADMINISTRATIVE ACTIVITIES	\$ 6,000	\$ -	\$ 24,000	\$ 30,000
III-1.1	Administrative Documents				
III-1.2	TCC / TAC Work Facilitation; Ethics Compliance				
III-1.3	Program Administration				
IV. DIRECT COSTS					
IV-1	PROGRAMMATIC DIRECT CHARGES	\$ 600	\$ -	\$ 2,400	\$ 3,000
IV-1.1	Program-wide Direct Costs				
IV-2	ADVERTISING	\$ 20	\$ -	\$ 79	\$ 99
IV-2.1	News Media Ads				
IV-3	LODGING, MEALS, INCIDENTALS	\$ 600	\$ -	\$ 2,400	\$ 3,000
IV-3.1	Hotel Costs				
IV-3.2	Meal Costs				
IV-3.3	Incidentals				
IV-4	POSTAGE	\$ 10	\$ -	\$ 40	\$ 50
IV-4.1	Mailings				
IV-5	REGISTRATION / TRAINING	\$ 260	\$ -	\$ 1,040	\$ 1,300
IV-5.1	Conference Registration				
IV-5.2	Meeting / Workshop / Training Fees				
IV-6	TRAVEL	\$ 247	\$ -	\$ 990	\$ 1,237
IV-6.1	Mileage Reimbursement				
IV-6.2	Car Rental Costs				
IV-6.3	Other Travel Expenses				
V. INDIRECT COSTS					
V-1	INDIRECT COSTS	\$ 7,700	\$ -	\$ 30,800	\$ 38,500
V-1.1	Incurred Indirect Costs				
RPO OPERATIONAL EXPENSE TOTAL		\$ 27,837	\$ -	\$ 111,349	\$ 139,186

Q1 Amendment Date: Day/Month/20XX		
Original Budgeted Amount	Net Change	New 1st Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 15,000		\$ 15,000
II. TRANSPORTATION PLANNING		
\$ 3,000		\$ 3,000
III. ADMINISTRATION OF TRANS PLANNING & POLICES		
\$ 30,000		\$ 30,000
IV. DIRECT COSTS		
\$ 3,000		\$ 3,000
\$ 99		\$ 99
\$ 3,000		\$ 3,000
\$ 50		\$ 50
\$ 1,300		\$ 1,300
\$ 1,237		\$ 1,237
V. INDIRECT COSTS		
\$ 38,500		\$ 38,500
\$ 139,186	\$ -	\$ 139,186

Q2 Amendment Date: Day/Month/20XX		
Original Budget With Previous Q Amendment(s)	Net Change	New 2nd Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 15,000		\$ 15,000
Provide explanation for moving funds from one category to another.		
II. TRANSPORTATION PLANNING		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 14,000		\$ 14,000
Provide explanation for moving funds from one category to another.		
\$ 5,000		\$ 5,000
Provide explanation for moving funds from one category to another.		
\$ 25,000		\$ 25,000
Provide explanation for moving funds from one category to another.		
III. ADMINISTRATION OF TRANS PLANNING & POLICES		
\$ 30,000		\$ 30,000
Provide explanation for moving funds from one category to another.		
IV. DIRECT COSTS		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 99		\$ 99
Provide explanation for moving funds from one category to another.		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 50		\$ 50
Provide explanation for moving funds from one category to another.		
\$ 1,300		\$ 1,300
Provide explanation for moving funds from one category to another.		
\$ 1,237		\$ 1,237
Provide explanation for moving funds from one category to another.		
V. INDIRECT COSTS		
\$ 38,500		\$ 38,500
Provide explanation for moving funds from one category to another.		
\$ 139,186	\$ -	\$ 139,186

Q3 Amendment Date: Day/Month/20XX		
Original Budget With Previous Q Amendment(s)	Net Change	New 3rd Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 15,000		\$ 15,000
Provide explanation for moving funds from one category to another.		
II. TRANSPORTATION PLANNING		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 14,000		\$ 14,000
Provide explanation for moving funds from one category to another.		
\$ 5,000		\$ 5,000
Provide explanation for moving funds from one category to another.		
\$ 25,000		\$ 25,000
Provide explanation for moving funds from one category to another.		
III. ADMINISTRATION OF TRANS PLANNING & POLICES		
\$ 30,000		\$ 30,000
Provide explanation for moving funds from one category to another.		
IV. DIRECT COSTS		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 99		\$ 99
Provide explanation for moving funds from one category to another.		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 50		\$ 50
Provide explanation for moving funds from one category to another.		
\$ 1,300		\$ 1,300
Provide explanation for moving funds from one category to another.		
\$ 1,237		\$ 1,237
Provide explanation for moving funds from one category to another.		
V. INDIRECT COSTS		
\$ 38,500		\$ 38,500
Provide explanation for moving funds from one category to another.		
\$ 139,186	\$ -	\$ 139,186

Q4 Amendment Date: Day/Month/20XX		
Original Budget With Previous Q Amendment(s)	Net Change	New 4th Quarter Budgeted Amount
I. DATA COLLECTION AND ASSESSMENT		
\$ 15,000		\$ 15,000
Provide explanation for moving funds from one category to another.		
II. TRANSPORTATION PLANNING		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 14,000		\$ 14,000
Provide explanation for moving funds from one category to another.		
\$ 5,000		\$ 5,000
Provide explanation for moving funds from one category to another.		
\$ 25,000		\$ 25,000
Provide explanation for moving funds from one category to another.		
III. ADMINISTRATION OF TRANS PLANNING & POLICES		
\$ 30,000		\$ 30,000
Provide explanation for moving funds from one category to another.		
IV. DIRECT COSTS		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 99		\$ 99
Provide explanation for moving funds from one category to another.		
\$ 3,000		\$ 3,000
Provide explanation for moving funds from one category to another.		
\$ 50		\$ 50
Provide explanation for moving funds from one category to another.		
\$ 1,300		\$ 1,300
Provide explanation for moving funds from one category to another.		
\$ 1,237		\$ 1,237
Provide explanation for moving funds from one category to another.		
V. INDIRECT COSTS		
\$ 38,500		\$ 38,500
Provide explanation for moving funds from one category to another.		
\$ 139,186	\$ -	\$ 139,186

Approved by the TAC on: _____20__

Signature, TAC Chairman

Signature, RPO Secretary

FY 2024 (July 1, 2023-June 30, 2024)

PLANNING WORK PROGRAM

Narrative

Kerr-Tar RPO

I. DATA COLLECTION AND ASSESSMENT

I-1 DATA COLLECTION AND ASSESSMENT

\$ 15,000.00

I-1.1 Highway

Perform traffic counts and crash data analysis upon request for local governments.

I-1.2 Other Modes

Assist communities awarded Multimodal Planning Grants and/or those requesting data relevant to bike/ped plans and projects.

I-1.3 Socioeconomic

Upgrade demographic data of all five (5) counties as needed for RPO records and projects. Assist local governments with gathering socioeconomic data for relevant grants and projects.

I-1.4 Title VI

Implement Title VI Plan for KTRPO

II. TRANSPORTATION PLANNING

II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT

\$ 3,000.00

II-1.1 Develop CTP Vision

Assist in developing the CTP Vision for a Regional CTP

II-1.2 Conduct CTP Needs Assessment

Assist in conducting the needs assessment for a Regional CTP

II-1.3 Analyze Alternatives and Environmental Screening

Help develop and analyze alternatives for a Regional CTP and participate in environmental screening related to identified CTP Projects

II-1.4 Develop Final Plan

Assist in creating/developing CTP maps, conduct public hearings to review CTP, revise and edit CTP document

II-1.5 Adopt Plan

Present plan to participating counties for adoption

II-2 PRIORITIZATION

\$ 14,000.00

II-2.1 Project Prioritization

Submit projects for Statewide, Regional, and Division Programming; Amend Local Input Point Assignment Methodology as needed for P7.0 Scoring; Review Project Data and Score Projects using Local Input Point Assignment Methodology.

II-3 PROGRAM AND PROJECT DEVELOPMENT

\$ 5,000.00

II-3.1 STIP Participation

Monitor status of projects in 2024-2033 STIP.

II-3.2 Merger / Project Development

Attend merger, scoping, planning, and public meetings scheduled for any funded projects

II-4 GENERAL TRANSPORTATION PLANNING

\$ 25,000.00

II-4.1 Regional and Statewide Planning

Work with adjacent RPOs and MPOs to identify shared projects. Provide input on any suggested changes from NCDOT and other planning agencies. Assist with CMAQ applications, RAISE Grant applications, and other funded projects in the KTRPO Region as needed.

II-4.2 Special Studies, Projects and Other Trainings

FY 2024 (July 1, 2023-June 30, 2024)

PLANNING WORK PROGRAM

Narrative

Kerr-Tar RPO

Attend trainings and webinars offered through NCARPO, NCDOT, USDOT, and other transportation or planning agencies. Assist IMD in facilitating Paved Trails Feasibility Studies in Granville, Person, and Warren counties. Assist Warren County and the Town of Butner if awarded technical assistance through the Thriving Communities Program. Participate in meetings and events related to the S-Line Rail Corridor (Southeast High Speed Rail Corridor).

III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES

III-1 ADMINISTRATIVE ACTIVITIES \$ 30,000.00

III-1.1 Administrative Documents

Prepare, obtain approval, and submit PWP and necessary amendments. Prepare and submit Quarterly Reports and Final Yearly Narratives to NCDOT for approval.

III-1.2 TCC / TAC Work Facilitation; Ethics Compliance

Prepare minutes, agendas, materials, and speakers/presenters (if necessary) for TAC/TCC meetings; Maintain rosters and attendance records of RPO members; Fulfill required duties as Ethics Liaison through NC State Ethics Commission including ensuring TAC members and alternates complete SEI and RED forms prior to April 2024 deadline as well as attending available trainings/webinars.

III-1.3 Program Administration

Provide transportation related information and data to member governments upon request; Contact NCDOT staff with questions from residents, elected officials, and TAC/TCC members

IV. DIRECT COSTS

IV-1 PROGRAMMATIC DIRECT CHARGES \$ 3,000.00

IV-1.1 Program-wide Direct Costs

Regular costs of operation for KTRPO

IV-2 ADVERTISING \$ 99.00

IV-2.1 News Media Ads

Advertising costs for public hearings, workshops, etc.

IV-3 LODGING, MEALS, INCIDENTALS \$ 3,000.00

IV-3.1 Hotel Costs

Costs of overnight stays to possibly attend in person: NCARPO Quarterly meetings in July, October, and February; NCAMPO Annual Conference in April; and various NCDOT trainings and events around the State.

IV-3.2 Meal Costs

Meal costs associated with conferences listed above.

IV-3.3 Incidentals

Hotel parking, tips, etc.

IV-4 POSTAGE \$ 50.00

IV-4.1 Mailings

Costs associated with mailings for KTRPO projects

IV-5 REGISTRATION / TRAINING \$ 1,300.00

IV-5.1 Conference Registration

Registration fees to attend NCAPA Conference, Bike/Walk NC Summit, NCAMPO Annual Meeting, and others as listed in TPD's "Training Pre-Approval Guidance"

IV-5.2 Meeting / Workshop / Training Fees

FY 2024 (July 1, 2023-June 30, 2024)
PLANNING WORK PROGRAM
Narrative
Kerr-Tar RPO

Any fees associated with attending transportation related meetings, workshops, and trainings.

IV-6 TRAVEL	\$ 1,237.00
IV-6.1 Mileage Reimbursement	
Reimbursement for miles traveled to KTRPO related meetings & trainings	
IV-6.2 Car Rental Costs	
Car rental costs associated with travel to KTRPO related meetings & trainings	
IV-6.3 Other Travel Expenses	
Parking or other costs incurred with travel related to KTRPO related meetings & trainings	
V. INDIRECT COSTS	
V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY	\$ 38,500.00
V-1.1 Incurred Indirect Costs	
Indirect costs incurred by the KTRPO program	
RPO OPERATIONAL EXPENSE TOTAL	\$ 139,186.00

Samuel Boswell

From: Samuel Boswell
Sent: Thursday, March 16, 2023 4:56 PM
To: KTRPO TAC; KTRPO TCC; KTRPO NCDOT
Subject: KTRPO P7.0 Carryover Projects
Attachments: KTRPO_P6-to-P7_Possible-Carryover-Projects_Print-11x17.pdf

Categories: KTRPO

Kerr-Tar RPO Members,

Please read through the following information related to P7 project submittals. This information will be discussed at our **March 23rd RPO Meeting** and we will need to make a decision about **Carryover Projects**.

Based on P7 Workgroup recommendations, NCDOT has announced that all organizations may **designate 2 projects as Carryovers for P7 that were originally submitted in P6**. By default, the 2 highest Highway scoring projects have been initially designated by NCDOT as the Carryover projects. On the attached table, these 2 projects are highlighted in yellow. (*Note: In the Kerr-Tar region, the 2 highest scoring projects overall are in the Highway mode.*)

However, the RPO is allowed to **designate any 2** of these "P6 New Submittals" as our Carryover Projects. We are asked to respond to the SPOT Office within the month with our 2 designated projects, otherwise the projects selected by default will be the Carryovers.

Please look over the list of P6 New Submittals and let me know if you think the RPO should select alternative Carryover Projects instead of the 2 selected by default. You can make your comment either by emailing me or by speaking up in our RPO meeting next Thursday.

As always, let me know if you have any questions.

Thanks,

Sam Boswell (*he/him/his*)
Regional Transportation Planner
Kerr-Tar Regional Council of Governments
Kerr-Tar Rural Planning Organization

(252) 436-2040 (ext. 2004)
sboswell@kerrtarcog.org

SPOT ID	Mode	TIP	Project Category	Route / Facility Name	From / Cross Street	To	Description	Specific Improvement Type	Cost to NCDOT	Statewide Mobility Quant. Score (Out of 100)	Regional Impact Quant. Score (Out of 70)	Division Needs Quant. Score (Out of 50)	MPO/RPO	County(s)	Primary Purpose	Norm. Regional Score	Norm. Division Score	Max Score
H192535	Highway		Division Needs	SR 1112 (33rd Street), SR 1004 (Old NC 75), SR 1103 (Central Avenue)	SR 1004 (Old NC 75)		Upgrade intersection to improve traffic flow and safety.	10 - Improve Intersection	\$ 2,000,000	N/A	N/A	29.97	KTRPO	Granville	Primary Purpose of the project is to improve the geometry of the intersection and convergence of several roads that currently do not function well.	0.00	59.93	59.93
H192552	Highway		Division Needs	SR 1103 (Central Avenue)	Veazey Road and SR 1174 (Westbrook Road) intersection	SR 1209 (I-85 Service Road)	Implement Road Diet on Central Avenue in Butner to Improve Safety and add Bike/Ped accommodations. Approximately 2 miles.	11 - Access Management	\$ 13,900,000	N/A	N/A	29.92	KTRPO	Granville	Purpose of the project is to improve the travel environment and mobility for multiple modes on Central Avenue in Butner.	0.00	59.84	59.84
B190441	Bicycle & Pedestrian		Division Needs	Granville County/ City of Oxford Multiuse Trail	College Street	Williamsboro Street	Construct a ~5 mile multi-use path to connect the Masonic Home for Children, Granville Health System, Oxford Park Facilities, and the Hilltop Village Shopping Center. At least one wooden (or similar material) bridge will be needed to cross Jordan Creek to access the Pine Cone Drive segment. This is a bundled project consisting of B171191 & B171201 submitted in P5. The entire project is located within the City of Oxford.	2 - Off-Road/Separated Linear Bicycle Facility (Bicycle)	\$ 9,694,000	N/A	N/A	27.74	KTRPO	Granville	This facility will provide alternative access to recreation, workforce, medical, and shopping opportunities. Residents without access to a personal vehicle or direct access to the regional transit system (KARTS) will have this additional venue to access these facilities.	0.00	55.48	55.48
H192538	Highway		Statewide Mobility	US 158 Business	US 158 Bypass	SR 1107 (Ridgeway-Warrenton Road)	Modernize travel lanes and shoulders along various sections of US 158 Business.	16 - Modernize Roadway	\$ 5,200,000	43.88	33.94	26.82	KTRPO	Warren	Purpose of the project is to improve lanes, shoulders and geometry of various sections of US 158 Business from Norlina to Warrenton.	48.48	53.64	53.64
R192005	Rail		Regional Impact	SE Corridor Passenger Project- Wake Forest to Henderson (CSX S Line)	Corridor will connect Wake Forest and Henderson, possibly passing through the City of Franklinton.		This corridor project will include the following: ROW purchases for segments needed to build infrastructure between Wake Forest and Henderson; Track construction- Segments P, Q, R,S, & T from updated Richmond to Raleigh ISDP; Grade separations, closings, and associated highway improvements; New signal system for 79 mph or 110 mph operations; and Improvement or construction of platform in Henderson.	5 - Passenger rail service (line)	\$ 130,000,000	N/A	36.40	20.30	KTRPO, CAMPO	Vance, Franklin, Wake	The restored line(s) can be used to access areas of potential freight economic development. This line will also provide future passenger service to Henderson and surrounding communities as it restores S-Line service from Raleigh to Petersburg, VA.	52.00	40.60	52.00
T193179	Public Transit		Division Needs	Town of Butner Park and Ride	The park and ride will be located within the Town of Butner, adjacent to I-85 and Gate 2 Road, at exit 189.		The Park and Ride is needed to accommodate KARTS and GoTriangle customers, as well as regular commuters. The lot will start with 20 spaces with room for expansion.	7 - Facility - Park and Ride	\$ 108,000	N/A	N/A	24.79	KTRPO	Granville	Riders of KARTS and GoTriangle will use the lot to provide a common pick up location for KARTS and GoTriangle vehicles. This will prevent the transit vehicles from traveling through residential neighborhoods. Regular commuters into and out of Granville County will use the lot to carpool and reduce the number of vehicles on the highway and the amount of GHGs in the atmosphere.	0.00	49.58	49.58
B193183	Bicycle & Pedestrian		Division Needs	Franklin County Rails to Trails Greenway	Vance Granville Community College/ NC 56	East Mason Street	Completing a section of the current greenway in Franklin County and providing a link between the Town of Louisburg and the Town of Franklinton.	2 - Off-Road/Separated Linear Bicycle Facility (Bicycle)	\$ 13,441,000	N/A	N/A	22.92	KTRPO, CAMPO	Franklin	This section of the greenway will provide an alternative transportation venue for those who prefer not to drive or cannot drive for a variety of reasons. This greenway will also extend the variety of recreation options available in Franklin County.	0.00	45.84	45.84

H192514	Highway		Regional Impact	US 501	SR 1329 (Old NC 501)	Virginia State Line	Modernize this segment of US 501. This project is a modernization version of H090073-C	16 - Modernize Roadway	\$ 6,700,000	N/A	31.66	20.33	KTRPO	Person	To improve travel lanes, shoulders and minor geometrical deficiencies in this section of US 501.	45.23	40.67	45.23
H192554	Highway		Regional Impact	NC 75 (Old NC 75)	SR 1120 (Veazey Road)	SR 1624 (Amed Road)	Improve lanes, shoulders and other minor geometrical aspects for the road.	16 - Modernize Roadway	\$ 4,300,000	N/A	27.51	21.47	KTRPO, DCHC	Granville, Durham	Modernize Old NC 75 to bring lanes, shoulders and other geometrical aspects up to date to improve the road.	39.30	42.93	42.93
T193178	Public Transit		Division Needs	KARTS Expansion Vehicle for Around Town Shuttle	The Around Town Shuttle travels the perimeter of the City of Henderson. The route goes along Dabney Drive, to I-85, then south along US 1 Business.		One additional LTV will reduce wait times for riders and promote additional ridership in the future.	2 - Mobility (route-specific) - Headway Reduction	\$ 50,400	N/A	N/A	19.14	KTRPO	Vance	The Around Town Shuttle will be able to increase reliability and frequency of its service with the addition of a LTV. Riders will have a more enjoyable experience with the service and promote increased ridership.	0.00	38.28	38.28
R192007	Rail		Statewide Mobility	CSX S Line & A Line	This corridor will connect existing service from Henderson, NC to Ridgeway, NC and then to Petersburg, VA. This Line will connect with an existing freight and passenger Line in VA.		This corridor project will acquire additional ROW and corridor sections to help complete the restoration of S-Line service. The project will also include track construction, grade separations, associated highway improvements, new signal installations and platform improvements or new construction if necessary.	1 - Freight rail corridor improvement or construction (line)	\$ 243,920,000	35.71	25.31	13.21	KTRPO	Warren	The restored line can be used to provide freight access to areas of potential economic development. The S-Line will also be sealed, reducing at-grade crossings and making traffic safer. The S-Line can also be used to facilitate continuous freight movement in the event of A Line track closure due to natural disasters or other events.	36.16	26.42	36.16
H192526	Highway		Division Needs	SR 1103 (Central Avenue)	SR 1174 (Veazey Road)		Improve Intersection to decrease congestion and improve safety.	10 - Improve Intersection	\$ 3,200,000	N/A	N/A	17.22	KTRPO	Granville	Improve intersection at Central Avenue and Veazey Road to improve traffic flow and improve safety.	0.00	34.44	34.44
B193182	Bicycle & Pedestrian		Division Needs	Southern Middle School Sidewalk Project	Southern Middle School Road	Hurdle Mills Road	Construct 1,890 LF of 5 ft wide sidewalk along Southern Middle School Road in Roxboro, with intersection enhancements at Hurdle Mills Road Crossing.	7 - Protected Linear Pedestrian Facility (Pedestrian)	\$ 286,000	N/A	N/A	16.15	KTRPO	Person	Several students attending Southern Middle School live directly across the street and must cross Southern Middle School Road twice a day. This sidewalk and intersection enhancements will provide a safe place for students to walk and cross and slow traffic when children are present.	0.00	32.30	32.30
B193184	Bicycle & Pedestrian		Division Needs	Warren County Greenway	North Hall Street	US 158/US 158 Bypass	Construct a multi-use greenway path to connect the Town of Warrenton, the Warren County Recreation Center, the Town of Norlina, and the Town of Macon.	2 - Off-Road/Separated Linear Bicycle Facility (Bicycle)	\$ 16,465,000	N/A	N/A	14.78	KTRPO	Warren	This greenway will provide an alternative transportation option for the residents of Warren County, especially those that cannot afford a private vehicle or choose not to drive a private vehicle. This greenway will also expand recreational opportunities for the residents of Warren County.	0.00	29.56	29.56
R192011	Rail		Statewide Mobility	CSX SA Line (abandoned)	Abandoned SA Line corridor between Norlina and Roanoke Rapids. This corridor would link the Town of Norlina and Roanoke Rapids. This is an out of service corridor, former SA-Line and would connect the restored S-Line, connecting Raleigh, NC and Petersburg, VA, and the current A-Line.		This project will purchase the out of service SA-Line and construct rail infrastructure to allow for restoration of local freight service. New location segments may be required in some areas along the corridor and could potentially be co-located with a US 158 Roanoke Rapids By-Pass.	1 - Freight rail corridor improvement or construction (line)	\$ 145,000,000	2.41	1.61	2.41	KTRPO, PBRPO	Warren, Halifax	This project will re-establish local freight service and serve as a future passenger rail corridor as well. This corridor will also provide congestion relief and continuation of freight service if the A-Line is compromised in any way.	2.30	4.82	4.82



KERR-TAR RURAL PLANNING ORGANIZATION

Resolution Adopting the Granville County East Coast Greenway Feasibility Report

WHEREAS the Kerr-Tar Rural Planning Organization provides transportation planning services for the counties of Franklin, Granville, Person, Vance, and Warren in partnership with the North Carolina Department of Transportation; and

WHEREAS the East Coast Greenway route serves 30-40 miles of bike and pedestrian facilities throughout the Kerr-Tar Rural Planning Organization's planning area, connecting 4 local towns and cities to a continuous network of safe bicycle and pedestrian facilities to 25 cities and 425 rural communities from Main to Florida; and

WHEREAS the Kerr-Tar Rural Planning Organization – in partnership with Granville County, the City of Oxford, the Town of Butner, the Town of Stem, NCDOT, the East Coast Greenway Alliance, and other community stakeholders – commissioned the Granville County East Coast Greenway Feasibility Study; and

WHEREAS the Granville County East Coast Greenway Feasibility Study engaged community members to identify a preferred route between the Town of Butner and the City of Oxford to guide local stakeholders as they pursue future grant applications, design, and construction; and

WHEREAS the Kerr-Tar Rural Planning Organization shares in the interest of Granville County and the East Coast Greenway Alliance for providing fun, safe, and accessible infrastructure to foster healthy, sustainable, and prosperous communities;

THEREFORE, BE IT RESOLVED that the Kerr-Tar Rural Planning Organization adopts the Granville County East Coast Greenway Feasibility Report.

Adopted this ____ day of _____, 2023.

Thomas W. Lane, TAC Chairman
Kerr-Tar Rural Planning Organization

NCDOT Multimodal Planning Grant Initiative Overview

Program Background

Communities throughout North Carolina have begun to place more emphasis on providing facilities for travel options beyond single-occupancy vehicle travel. A desire for better modal choices, the demand for more walkable and bikeable communities, and a focus on smart growth initiatives have combined to highlight the need for better, more complete multimodal, bicycle and pedestrian transportation systems. Comprehensive planning documents are an integral part of developing these systems and can guide both local and state efforts to improve conditions for multimodal connections and bicycling and walking.

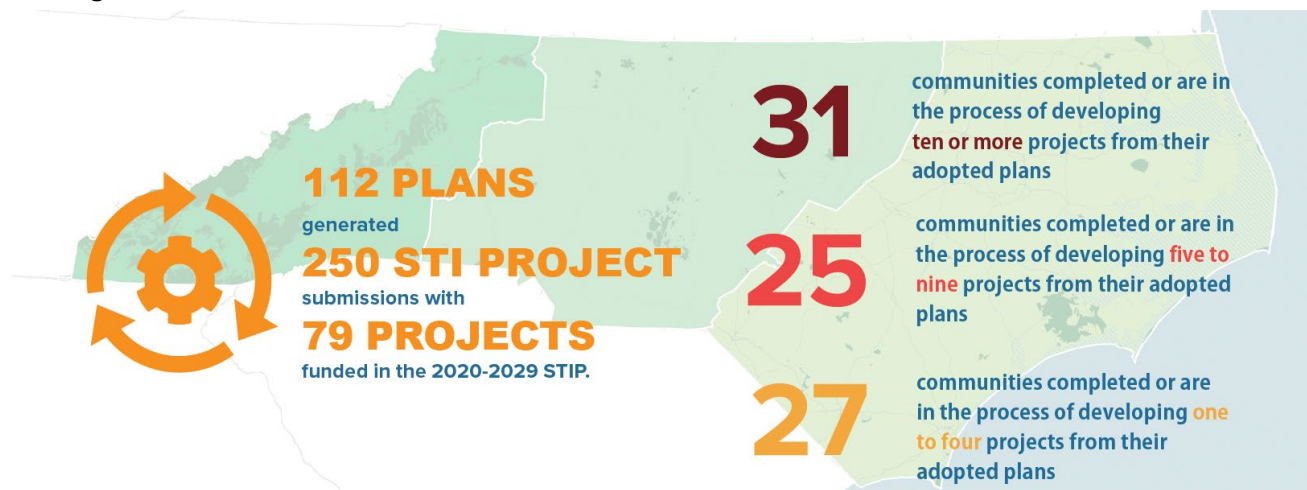


Figure 1 NCDOT Bicycle and Pedestrian Planning Studies Outcomes, 2011-2020

To encourage the development of comprehensive local bicycle plans and pedestrian plans, the NCDOT Integrated Mobility Division (IMD) and the Transportation Planning Division (TPD) created a matching grant program to fund plan development. This program was initiated through a special allocation of funding approved by the North Carolina General Assembly in 2003 along with federal funds earmarked specifically for bicycle and pedestrian planning by the TPD. The planning grant program was launched in January 2004 with 244 plans awarded through 2021. Between 2011-2020, 112 municipal and county plans have been completed, 250 projects submitted through STI Prioritization for funding, and 79 projects funded in the 2020-2029 State Transportation Improvement Program. A total of approximately \$7.5 million has been allocated.

In 2022, the program underwent some changes to better accommodate the shifting needs in North Carolina and to better integrate public transportation and active transportation modes as part of multimodal planning studies. This document is intended to guide grant applicants in identifying the types of planning studies that might be the best fit for them.

Who Can Apply

The following local government entities are eligible to apply for multimodal planning grants:

- Any North Carolina municipality is eligible to apply for a bicycle, pedestrian, or multimodal planning grant
- Municipalities less than 10,000 in population are also eligible to apply for a project acceleration study
- Counties with population less than 100,000 may also apply on behalf of incorporated communities and/or unincorporated areas within their jurisdiction for a bicycle, pedestrian or multimodal planning study.

Due to the limited amount of funding, the following entities are not eligible to apply for a multimodal planning grant:

- Counties with populations greater than 100,000
- Colleges/universities
- Other entities such as Business Improvement Districts
- Bicycle, pedestrian, and transit advocacy groups (although those organizations may provide a letter of support for a municipality or county applying for a grant)
- Metropolitan Planning Organizations (MPOs) and Rural Planning Organizations (RPOs) may not apply for this type of multimodal planning grant; however a resolution of support from the appropriate MPO or RPO is expected as part of the application package from a county or a municipality

Applications submitted and received for previous grant cycles do not carry over — municipalities/counties must re-apply each year to be considered within the current process. Please note that all applications and relevant documents will be accepted online at the [program webpage](#).

A comprehensive **Bicycle or Pedestrian Network Plan** allows a municipality to set a vision for bicycle or pedestrian transportation in their community, plan for a bicycle or pedestrian network, and identify priority bicycle or pedestrian projects in addition to policy recommendations. Municipalities (and counties with populations of less than 100,000) who currently have bicycle plans and/or pedestrian plans, either previously funded through this grant program or otherwise, may also apply to update their plan provided it is at least five years old. Smaller municipalities (below 10,000 population) are eligible to apply for a joint bicycle and pedestrian plan, but still have the option of applying for a stand-alone pedestrian or a stand-alone bicycle plan.

Municipalities/counties with populations of 10,000 and over may choose to apply for funding to undertake either a multimodal plan, a bicycle plan, or a pedestrian plan in any given fiscal year. Municipalities/counties may apply for funding for the other type of plan in subsequent years. Funding is intended to support the development of a multimodal network plan or a comprehensive bicycle or pedestrian transportation plan. If neighboring municipalities wish to file a joint application, please contact IMD for instructions and guidance.

Multimodal Network Plans are intended to go a step further beyond the combined bicycle and pedestrian plans to take into account the interaction between existing transit systems and bicycle and pedestrian transportation networks. A multimodal network plan is not intended to replace a Transit Development Plan/Transit Master Plan that would evaluate potential changes to transit routes and other major transit operations changes. A multimodal network plan is also not meant to replace a Comprehensive Transportation Plan or address roadway capacity issues and roadway mobility recommendations.

In addition to the traditional bike and pedestrian plans and multimodal network plans, IMD also offers funding support for **Project Acceleration Studies**. Available for municipalities with a population of 9,999 or less, these abbreviated plans offer a shorter study schedule and primarily focus on priority project identification and project implementation. Project acceleration plans are intended to evaluate potential red flags and barriers to project implementation and ensure that the top priority projects identified have the required data needed to submit a project for funding through STI prioritization.

Selection of these planning projects will be based on a competitive review process. However, an effort will be made to award grants based not only on the merit of the proposal but to achieve statewide geographic distribution as well. Consideration will be given to funding a cross-section of municipality types.

The eligibility criteria for the plan types are summarized in the table below.

Table 1: Types of Planning Studies and Eligible Applicants

Jurisdiction Type	Stand-Alone Pedestrian Plan or Bicycle Plan or Plan Update	Multimodal Network Plan	Project Acceleration Study
Town or City with Population <5,000	V	V	V
Town or City with Population between 5,000 and 9,999 and no transit	V	V	V
Town or City with Population between 5,000 and 9,999 and existing transit	V	V	V
Town or City with Population >10,000	V	V	
Counties <100,000	V	V	
Counties <100,000 with fixed or deviated fixed transit		V	

How Does a Plan Help Your Community?

Planning is the first step of the implementation process for all transportation projects. A community seeking to implement a multimodal improvement project would typically undertake the following steps:

- Planning: a Comprehensive Transportation Plan, Metropolitan Transportation Plan, multimodal network plan or bicycle and pedestrian plan are some examples of planning studies
- Prioritization for Funding: this could include an application for state funding through STI Prioritization, applying for funding allocated at a regional level such as STBG-DA or other discretionary funds through an MPO, or allocating local funding sources
- Programming: once funding is identified, a project needs to be reflected or programmed in the State Transportation Improvement Program (STIP) or local Capital Improvement Program (CIP) with funding source and timeframe noted
- Project Development: this step involves project design and environmental permitting, building up to right-of-way acquisition phase
- Implementation: bidding and construction

See Figure 2 below illustrating some of the generalized steps in the planning-to-implementation process. For a more detailed description of project development process in North Carolina, please refer to the latest NCDOT Integrated Project Delivery (IPD) guidance¹.



Figure 2: From Planning to Implementation

While transportation planning has traditionally focused on planning for vehicles and reducing congestion, creating a multimodal plan allows a community to focus on planning for pedestrians, bicyclists, and transit. In a multimodal plan, a community sets out its vision for enhancing its transportation network across all modes to improve access, mobility, and safety for pedestrians, bicyclists, and transit users of all ages and abilities. In the plan, this vision is supported by mapping a multimodal network and by identifying high priority multimodal projects in the community.

¹ NCDOT Integrated Project Delivery (IPD) Project Delivery Network, June 2021 version available at [NCDOT ProjectDeliveryNetwork Version 2.0.pdf](#). Later versions may be available at the time of the grant application cycle.

The local agency can then work with its Metropolitan Planning Organization (MPO) or Rural Planning Organization (RPO) to submit identified multimodal projects to the state prioritization process (Strategic Prioritization (STI) or SPOT) for funding. The Strategic Prioritization Process is a data-driven method the state uses to prioritize transportation projects, and it is used to develop the State Transportation Improvement Program (STIP) which is a programmed list of projects that will be funded across the state during a 10-year period. Apart from seeking funding in the STIP through STI Prioritization, a local government project sponsor may also have the option to apply for locally-administered federal grant funding sources such as STBG-DA (Surface Transportation Block Grant-Directly Attributable) or CMAQ (Congestion Mitigation and Air Quality Improvement Program) through the regional MPO process. And some bicycle, pedestrian, and transit stop improvement projects may be funded through local funding sources including Powell Bill funding amounts passed on to municipalities from the state, local transportation bond referendums, Capital Improvement Programs, or additional sources such as economic development grants, a portion of local hotel/motel occupancy tax, or with support from public health foundations and other community non-profit foundations.

As of 2019, NCDOT updated its Complete Streets Policy to require planners and designers to consider and incorporate multimodal facilities in the design and improvement of all appropriate transportation projects in North Carolina. This policy update means that when a roadway project is being developed, planned multimodal recommendations for the corridor must be considered for inclusion. The jurisdiction's adopted Comprehensive Transportation Plan (CTP) is considered the primary multimodal plan, but locally adopted plans, like multimodal network plans and bicycle and pedestrian plans, are also considered. Localities with existing multimodal plans have an advantage in coordinating complete streets improvements on roadway projects because they have already identified what types of multimodal facilities or accommodations they would like and in which locations.

What is the Right-Sized Plan for My Community?

To help navigate the plan types available through this program, a brief overview of each plan type, which types of communities it might be a good fit for, and end products are outlined below. Please refer to Table 1 above for a summary of what communities may be eligible for what types of plans. Some communities may benefit from multiple plan types, in which case they should choose the plan type that meets the community's greatest needs. A multimodal network plan is considered to be the preferred plan type for communities where existing transit is present, and it is generally recommended that a community completes a multimodal network plan before undertaking more narrowly focused plans.

Plans Types

Multimodal Network Plan

What is it? A comprehensive multimodal network plan allows a municipality to set a vision for multimodal transportation in their community, plan a multimodal network, and identify priority multimodal projects. Creation of a multimodal network plan is the first step to implementation of bicycle, pedestrian, and transit improvements and fosters a more walkable, bikeable and transit-friendly environment.

How is it helpful? Having a plan for a multimodal network and identified projects allows the municipality to better communicate and coordinate their multimodal needs with regional planning organizations and NCDOT during transportation planning and project development.

Who is it for? This type of plan is a good option for municipalities that do not have an existing multimodal plan or would like to update their previous multimodal or bicycle and pedestrian plan.

Products:

- List of short-term and long-term multimodal improvements and implementation plan
 - Improvements could include point projects such as pedestrian crossing improvements and bus stop improvements
 - Linear project recommendations could include sidewalk improvements, shared-use path improvements and on-road bicycle improvements
- Multimodal network map
- Cutsheets for priority projects with additional detail and planning level cost estimates for top 4-6 projects

When to choose this type of plan? A local government would pursue a multimodal network plan rather than a bicycle or pedestrian plan when fixed route or deviated fixed route transit service is present, so that access to transit issues may be explored. A bicycle and pedestrian project acceleration study could be selected in place of a multimodal network plan when a local municipality with population under 10,000 has limited time and budget and would like an abbreviated process to zero in on the top priority projects most likely to move forward to implementation.

Bicycle or Pedestrian Network Plan/or Bicycle and Pedestrian Network Plan Update

What is it? A comprehensive bicycle or pedestrian network plan allows a municipality to set a vision for bicycle or pedestrian transportation in their community, plan for a bicycle or pedestrian network, and identify priority bicycle or pedestrian projects. Creation of a bicycle or pedestrian network plan is likely to be the first step to implementation of bicycle and pedestrian projects and supports a more bicycle-friendly walk-friendly environment.

How is it helpful? Having a plan for a bicycle or pedestrian network and identified projects allows the municipality to better communicate and coordinate their active transportation needs with regional planning organizations and NCDOT during transportation planning and project development. A bicycle or pedestrian planning process also helps with review of existing land use policies to encourage consideration of potential changes to realign local development standards with desired walk-friendly and bicycle-friendly outcomes.

Who is it for? This type of plan is a good option for municipalities that do not have an existing bicycle or pedestrian plan, or their previous plan is at least five years old, and they would like to update it.

Products:

- List of short-term and long-term bicycle and pedestrian improvements and implementation plan
 - Improvements could include point projects such as pedestrian crossing improvements and addressing intersection safety for bicyclists

- Linear project recommendations could include sidewalk improvements, shared-use path improvements and on-road bicycle improvements
- Bicycle or pedestrian network map
- Cutsheets for priority projects, with additional detail and planning level cost estimates for top 4-6 projects

When to choose this type of plan? A local government would pursue a bicycle or pedestrian network plan rather than a multimodal network plan when no fixed route or deviated fixed route transit service is present. A full bicycle or pedestrian network plan allows a municipality to go through more detailed steps in data gathering and stakeholder public engagement as compared with a project acceleration study, so that a larger list of potential projects is considered more fully. A municipality may also select this plan when their existing bicycle or pedestrian plan is more than five years old, and the municipality would like to refresh its priority projects list, account for local growth or changes, and explore new programs and policies to promote walking and bicycling.”

Project Acceleration Plan

What is it? A project acceleration plan is an abbreviated plan that focuses on priority bicycle, pedestrian, and multimodal project identification and project implementation.

How is it helpful? Project acceleration plans focus on efficiently identifying multimodal projects and implementation steps to foster a more walkable, bikeable and transit-friendly environment in communities that might otherwise have difficulty resourcing or funding a multimodal network plan.

Who is it for? A project acceleration plan is meant for municipalities with a population of 9,999 or less.

Products:

- Recommended project inventory organized by category, with cost estimates.
- Prioritized list and maps of short-term and long-term multi-modal improvements.
- 5 to 10 priority project cutsheets.
- Implementation Plan.

When to choose this type of plan? A project acceleration study could be selected in place of a multimodal network plan when a local municipality with population of 9,999 or less has limited time and budget and would like an abbreviated process to zero in on the top priority projects most likely to move forward to implementation. This could also be a good fit for a municipality that has recently completed extensive planning and public and stakeholder engagement and transportation needs evaluation as part of another study (i.e. a comprehensive plan or a CTP) but would like to identify and further prepare for implementation priority bicycle, pedestrian and multimodal projects.

Frequently Asked Questions (FAQ's)

What is the difference in the traditional comprehensive bicycle and pedestrian plan and the project acceleration plans? The traditional bicycle and pedestrian plans take a comprehensive approach evaluating an entire community and providing varied project, policy, program and administration recommendations and implementation strategies. The project acceleration plans are envisioned as a more focused document concentrating on the identification of priority projects that are implementable for smaller communities with more limited resources. The plan development process will be of a much shorter timeframe (around six months) and the final plan document will be of a more minimal length. ([Content Standards for Project Acceleration Plans.](#))

NOTE: A community can apply for only one type of plan in an individual grant cycle.

Can county or regional government agencies apply for funding?

Counties with populations of less than 100,000 may apply on behalf of incorporated communities and/or unincorporated areas within their jurisdiction. County governments with populations greater than 100,000 and regional governments are not eligible to apply, nor are colleges/universities or other non-municipal entities.

Can a municipality that already has a plan apply for funding?

Municipalities (and counties with populations of less than 100,000) who currently have a comprehensive bicycle and/or pedestrian plan at least five (5) years old may apply for funding to update their plan. Municipalities may have plans that target only off-road projects, as in a greenway master plan, or just on-road improvements as part of an existing transportation plan and are therefore not viewed as a comprehensive planning document for this planning grant program. Such plans typically do not address elements that are a part of comprehensive planning document, such as, policy, education, enforcement, maintenance, and land use/development issues. To understand what is included in a multimodal network plan, a comprehensive pedestrian and/or bicycle plan, or project acceleration plan, see the "Content Standards" documents provided on the respective plan webpages found on the sidebar: <https://connect.ncdot.gov/municipalities/PlanningGrants/IMD-Multimodal-Planning-Program/Pages/default.aspx>

If a proposal was submitted in a previous grant cycle, can the same proposal be resubmitted?

The application is slightly modified every year to clarify/improve both the application process and the review process. Therefore, a new application form must be submitted to be eligible for consideration each year. All municipalities are encouraged to re-apply. Those municipalities that received funding in previous years may apply for the type of plan, bicycle or pedestrian, for which they did not receive funding in the past.

Can the plan be a project/corridor plan, or focus on a sub-area of a municipality or specific construction project?

Funding is only intended to support the development of a comprehensive bicycle, pedestrian or joint bicycle and pedestrian transportation plan for the entire municipality. However, for the project acceleration plans, there will be a more project identification/implementation emphasis that may focus

attention to certain corridors and areas of a community.

Can the funding be used to develop a bicycle or pedestrian element of other municipal planning efforts?

Any plan developed with these funds must be comprehensive in nature and be a stand-alone bicycle or pedestrian plan. While NCDOT encourages the inclusion of bicycle and pedestrian elements in local comprehensive plans, transportation plans, land use plans, recreation plans, greenway and open space plans, etc., requests for funding to develop such elements are not within the scope of this grant.

Can in-kind services be used for a local match?

In-kind services cannot be used for local participation. The local match must be a cash contribution.

Can other non-municipal funds be used for the local cash match?

Other NCDOT state or federal funds provided to a municipality cannot be used as a local cash match. Funds secured from other state or federal agencies and organizations or businesses may be used for the local match.

Can Powell Bill funds be used for a local match?

No, Powell Bill funds may not be used toward the local match – see [here](#). However, funds secured from state agencies other than NCDOT may be used for a local match.

How much does a plan cost to develop?

Average costs associated with the development of plans vary greatly depending on the size of the municipality and the complexity of issues to be addressed in the plan. Average costs associated with a plan update are 50%-75% of the cost of a standard plan. Cost may vary depending on the extent of the update; however, communities should budget for the maximum estimate. A range of estimated costs for plans developed by consultants is shown below. The cost of all plans funded through this program shall be within these established ranges. After awardee notification, the specific cost of the plan will be determined through discussions between NCDOT and the municipality (or county) and through contract negotiations between NCDOT/municipality/county and the selected consultant.

Population	Estimated Consultant Costs
Less than 10,000 (Project Acceleration Plan)	\$35,000 to \$45,000
Less than 10,000	\$50,000 to \$60,000
10,000 to 25,000	\$50,000 to \$65,000
25,000 to 50,000	\$55,000 to \$70,000
50,000 to 100,000	\$65,000 to \$100,000
Over 100,000	\$85,000 to \$190,000

Note: Average costs associated with a plan update are 50%-75% of the cost of a standard plan. Cost may vary depending on the extent of the update; however, communities should budget for the maximum estimate.

What percent does my town pay?

NCDOT planning grant funds will be provided on a sliding scale, based on municipal (or county) population, as shown in the table below. Neither in-kind services nor other state or federal funds from

NCDOT can be used for local participation.

Municipal Population	DOT Participation	Local Participation
Less than 10,000	90%	10%
10,000 to 25,000	80%	20%
25,000 to 50,000	70%	30%
50,000 to 100,000	60%	40%
Over 100,000	50%	50%

When will selected municipalities/counties receive the funding?

It is anticipated that municipalities/counties will be notified of the planning grant award in June 2023. A municipality/county selected for funding must execute a legal agreement with the NCDOT prior to receiving funding authorization. This agreement will outline the responsibilities of each party, the terms and the deliverables.

As described in the *Multimodal Planning Grant Overview* document, NCDOT will utilize prequalified on-call firms to prepare the plans.

The municipality/county will submit a lump sum of their matching funds for this project with the signed agreement. NCDOT will then administer all payments to the consultant preparing the plan. The planning process will begin once (a) the municipal agreement is executed, and local match is received and (b) NCDOT has assigned a consultant to the project and negotiated plan cost.

What is the time frame for executing a municipal agreement between NCDOT and a funded municipality/county?

Once a municipality/county is notified of award, NCDOT will generate a municipal agreement and forward it to the municipality/county for execution. The municipality/county shall submit an executed contract within three months of award notification.

How long will the municipality/county have to complete the plan?

It is anticipated that selected consultants will have twelve months (around 6 to 8 months for the Project Acceleration plans *or* approximately 6 to 9 months for plan updates) from the date of receipt of an NCDOT written Notice to Proceed to complete the plan. Final timelines will be determined during creation of agreements and finalization of consultant contracts.

How will proposals be selected for funding?

Integrated Mobility Division (IMD) staff will conduct a preliminary review of all applications for completeness and general appropriateness. An Awards Committee will review all proposals that pass the initial screening and will forward their funding recommendations to the NCDOT Board of Transportation for final approval. The Awards Committee will include IMD staff and individuals with professional experience in developing, administering, and / or implementing bicycle plans and pedestrian plans. These individuals will represent municipalities of varying sizes, MPO's and RPO's, COG's and other appropriate agencies and organizations. It is anticipated that the Board of Transportation will approve selected municipalities/counties in June 2023.

What are the selection criteria?

The NCDOT Planning Grant Awards Committee will review each proposal and evaluate it based on the stated vision, goals and needs of the municipality/county; comprehensiveness of scope; understanding of issues and opportunities; level of local commitment; and, feasibility of successful plan completion. For a comprehensive list of criteria, see the "Selection Criteria" section of the *Multimodal Planning Program Overview* document:

(<https://connect.ncdot.gov/municipalities/PlanningGrants/Documents/Multimodal%20Planning%20Grant%20Program%20Overview.pdf>).

What type of assistance is available to local staff preparing an application?

Staff from the NCDOT Integrated Mobility Division (IMD) will be available to answer questions and provide guidance. (Bryan Lopez at balopez@ncdot.gov, 919-707-2606). MPO and RPO planning staff may also be able to provide helpful information or staff assistance. In addition, content standards, a list of past awardees, completed plans, and links to Web sites that provide general information on bicycle and pedestrian planning may be found on the Multimodal Planning Program webpage:

(<https://connect.ncdot.gov/municipalities/PlanningGrants/IMD-Multimodal-Planning-Program/Pages/default.aspx>).

Is the funding provided on an "all or nothing" basis?

Yes. Applications for funding for a comprehensive municipal bicycle or pedestrian plan from a municipality/county that can provide the necessary level and type of matching funds are the only type of proposals that will be considered.

What does a bicycle plan or pedestrian plan look like?

A list of plans may be found on the Multimodal Planning Program page

(<https://connect.ncdot.gov/municipalities/PlanningGrants/Pages/Grant-Recipients-and-Completed-Plans.aspx>).

Can the funds be used for construction of sidewalks, greenway trails or other capital improvements projects?

These funds are made available for the development of comprehensive bicycle and/or pedestrian transportation plans only. Proposals detailing specific construction projects are not eligible for consideration.

Is there a "live person" available who can answer my questions?

Yes, you can contact: Bryan Lopez (919) 707-2606 / balopez@ncdot.gov



Diane Cox
Executive Director

**Member
Governments**

COUNTIES

Franklin
Granville
Person
Vance
Warren

MUNICIPALITIES

Bunn
Butner
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

TO: Members of the Kerr-Tar Rural Planning Organization (KTRPO)

FROM: Sam Boswell, RPO Coordinator

SUBJECT: Charging and Fueling Infrastructure Discretionary Grant Program

The Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program) is a new competitive grant program created by the Bipartisan Infrastructure Law to strategically deploy publicly accessible electric vehicle charging and alternative fueling infrastructure.

Funds from the Charging and Fueling Infrastructure program — which will total \$2.5 billion over five years — will flow directly to state and local agencies to build infrastructure for electric, hydrogen, propane and natural gas vehicles. The money will be split equally between projects in two categories: those along state-designated alternative fuel corridors, and those at community gathering points like stores and apartment complexes, the latter of which will be prioritized for rural areas and disadvantaged communities.

The CFI program is designed to work in conjunction with the other major EV charging program funded by the Bipartisan Infrastructure Law, the \$5 billion National Electric Vehicle Infrastructure (NEVI) Formula Program. While the NEVI program is focused on helping states build fast chargers along interstate highway corridors, primarily for long-distance trips, CFI grants will mostly fund slower, “Level 2” chargers at common stopping points and near residences.

Applications for CFI grants are due May 30.



Diane Cox
Executive Director

**Member
Governments**

COUNTIES

Franklin
Granville
Person
Vance
Warren

MUNICIPALITIES

Bunn
Butner
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

TO: Members of the Kerr-Tar Rural Planning Organization (KTRPO)

FROM: Sam Boswell, RPO Coordinator

SUBJECT: Updates on the S-Line Rail Corridor

In February, the S-Line Technical Committee met to review the community engagement and outreach work completed in late 2022 for the **S-Line Transit-Oriented Development (TOD) Study**. In our RPO, this included outreach events in Norlina at Rachel's Whistlestop Café as well as at Henderson's Christmas parade.

Throughout March and April, the TOD Study team will make revisions to the TOD Readiness report, and should be ready to present the completed report in May at the final joint meeting of the S-Line Advisory and Technical Committees. This report will include the following elements:

- Chapter 1: Introduction
- Chapter 2: TOD Readiness
- Chapter 3: Stakeholder & Public Engagement Summary
- Chapter 4: Vision Summary
- Chapter 5: Implementation Framework
- Chapter 6: Community Playbooks
 - Topics include station planning, design, and construction; development opportunities and infrastructure recommendations; policy gaps and appropriate action plans; and funding strategies and opportunities.
- Chapter 7: Future of the S-Line

Following the conclusion of the TOD Study, NCDOT will kick off its Mobility Hub study along the S-Line Corridor. This study is the result of NCDOT's successful RAISE Grant application – **North Carolina Regional S-Line Mobility Hub Plan**. The Mobility Hub Plan will include varying scope elements for each S-Line community: feasibility studies and site assessments will be done for all locations, and some will progress through NEPA compliance and Preliminary Engineering, including both Henderson and Norlina.

The following are updates from the North Carolina Clean Energy Technology Center:

NCCETC is collecting stakeholder sign-ons for a new Clean Fuels Coalition that will allow us greater resources to provide higher levels of service to the Kerr-Tar RPO and Member Governments within Region K -- and all of Eastern NC as well as the Central Piedmont Triad.

Background: The US Dept. of Energy funds a number of Clean Cities Coalitions nationwide. Clean Cities coalitions are designed to convene public and private partnerships that advance affordable, efficient, and clean transportation fuels and technologies. Like NCCETC, Clean Cities promote alternative fuels by providing technical assistance, training, education, outreach events, and grant-writing assistance. In North Carolina only three such coalitions exist, and unfortunately, do not reach beyond the Triangle, Centralina, and Asheville regions. NCCETC hopes to fill some of the gaps with a new outreach effort in 58 counties, as shown on the enclosed factsheet map, by applying to become an additional Coalition called the Eastern & Central NC Clean Fuels Coalition.

Kerr-Tar RPO and its Member Governments signing on as a stakeholder is greatly appreciated. There is no cost to join and adding your name on the list simply conveys that you agree with NCCETC that there is a need for these services to be extended farther in Eastern NC and beyond. This helps us as we prepare to become a new Clean Fuels Coalition, and as we seek USDOE funding to extend services to these 58 counties by providing technical assistance, training, education, outreach events, and grant seeking & grant-writing assistance for cleaner transportation.

If you agree, please sign on as a stakeholder by clicking here:

<https://go.ncsu.edu/wesupportcleanfuels>

If interested in serving on the advisory committee itself or on one of the subcommittees, please click here:

Please use the enclosed template letter as the model to follow by **March 31**. After customizing the portion highlighted in yellow, please delete the italics text. Ways to participate are non-exhaustive but some activities include:

- a) Attending quarterly stakeholder meetings over video call or in-person,
- b) Attending events like vehicle displays, trainings and industry trade shows/conferences,
- c) Engaging in local, regional, or statewide planning around charging and fueling infrastructure or other planning efforts related to sustainable transportation,
- d) Helping with educational efforts around clean transportation, or
- e) Helping identify programmatic plans of action that assess local markets for emerging alternative fuel technologies.

To learn more about Clean Cities, click here: <https://cleancities.energy.gov/coalitions/>

Second, the Clean Transportation Team is hosting two **Clean Transportation Demonstration Days**. Last year's event drew nearly 200 attendees. We believe it was the largest such gathering of vehicles in the Southeastern U.S. See video coverage here of the event.

<https://www.wral.com/governor-cooper-promoting-more-green-energy-vehicles-among-local-and-state-government-departments/20211125/>

This year, two April events are exclusively for local government staff, officials, and first responders. This will be an exceptional event -- last year's was the largest gathering of medium- and heavy-duty EVs in North Carolina history, and this year we'll probably have more. See flyer attached.

Here are the map links for the two events:

April 11 is again at the [NC State Highway Patrol Training Facility in Garner](#) (south Raleigh).

April 12 is at a [closed drag way in Jacksonville](#).

Participation and display at these events is free of charge. Please see the enclosed flyer for details. **Click here to register, and make sure to advance to both pages of the form:**

<https://nccleantech.ncsu.edu/event/clean-transportation-demonstration-day-at-nc-highway-patrol-trainingdriving-facility/>

Third, DOT has an application out for a **\$700M grant program** for EV chargers and alternative fuels under the **Charging and Fueling Infrastructure (CFI) Discretionary Grant Program**:

Applications are due **May 30**.



NC CLEAN ENERGY TECHNOLOGY CENTER

Advancing Clean Energy for a Sustainable Economy

NC Clean Energy Technology Center is Exploring Creating a Clean Cities Coalition for Unrepresented Regions of North Carolina



What are Clean Cities Coalitions?

The Clean Cities Coalitions were originally created by the U.S. Department of Energy in order to reduce reliance on petroleum products and improve air quality. Clean Cities coalitions do this by convening partnerships of public and private stakeholders to share information and resources regarding alternative fuels and advanced vehicle technologies that reduce fuel use and related air pollution.

Why is there a need for a fourth Clean Cities Coalition in North Carolina?

Large swaths of North Carolina are currently unrepresented by Clean Cities Coalitions. These areas have less access to the support services offered by Clean Cities Coalitions. North Carolina (NC) has three Clean Cities Coalitions, represented by three Regional Councils of Governments, representing 44% of NC's population, around the Asheville, Charlotte, and Raleigh-Durham metro areas. The North Carolina Clean Energy Technology Center (NCCETC) is seeking partners to form an additional Clean Cities Coalition to provide alternative fuel initiatives to rural and underserved communities in the Eastern, Northeastern, and Central regions and will reach an additional 45% of North Carolina's population.

Background on the NC Clean Energy Technology Center

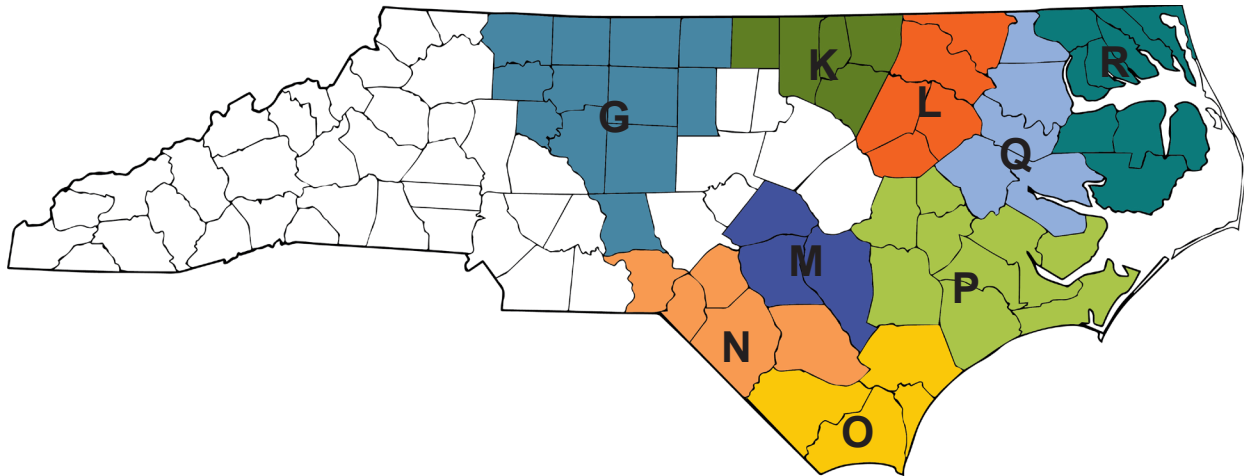
The NC Clean Energy Technology Center is located on North Carolina State University's (NCSU) campus in the College of Engineering, and is one of two land-grant universities in North Carolina. NCSU's Cooperative Extension offices operate in all 100 counties in North Carolina, providing resources and training to the public on topics such as agriculture and natural resource management. NCCETC's mission is to advance a sustainable energy economy by educating, demonstrating, and providing support for clean energy technologies, practices, and policies. NCCETC has over 30 years of experience in forming partnerships and providing technical assistance with industries, academia, governments, profit, and nonprofit organizations. NCCETC already manages education and outreach activities related to clean transportation, such as the annual Sustainable Fleet Technology Conference & Expo, alternative fuel vehicle demonstrations and ride and drives, and online webinars on topics related to sustainable fleet management.



How can my organization be involved?

By joining our coalition as a stakeholder, you will be supporting the clean fleets, alternative fuels, and sustainable transportation across North Carolina. As a fleet, you have access to resources that will provide guidance on ways that you can improve the efficiency and sustainability of your vehicles. As a manufacturer or trade organization, you will have access to a network of partners and organizations that are expanding their infrastructure and fleets. Our staff can also provide assistance by providing advice on available technologies and available grant funds that can be applied for to help offset the costs of installing new technologies. There will be quarterly stakeholder meetings that you can attend in person or virtually to learn more about these technologies and network with others in your region who are also working to improve the sustainability of their vehicle fleets.

Eastern and Central Clean Fuels Coalition Coverage Areas



REGION G

Alamance, Caswell, Davidson, Guilford, Montgomery, Randolph, Rockingham, Davie, Forsyth, Stokes, Surry and Yadkin



REGION K

Franklin, Granville, Person, Vance and Warren



REGION L

Edgecombe, Halifax, Nash, Northampton and Wilson



REGION M

Cumberland, Harnett and Sampson



REGION N

Bladen, Hoke, Richmond, Robeson and Scotland



REGION O

Brunswick, Columbus, New Hanover and Pender



REGION P

Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico and Wayne



REGION Q

Beaufort, Bertie, Hertford, Martin and Pitt



REGION R

Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington

CLEAN TRANSPORTATION DEMONSTRATION DAYS



Celebrating 35 Years



APRIL 11 & 12 | 10 AM–4 PM

In support of Executive Orders 80, 246, and 271, NCCETC is hosting two Clean Transportation Demonstration Days to give government entities across North Carolina information and experience with clean transportation technologies. The day will consist of classroom instruction with real-world case study results, hands-on static review, networking, and a closed-course ride & drive for those who wish to participate.



TUESDAY | APRIL 11, 2023

NC Highway Patrol Training & Driving Facility

308 E Tryon Rd | Garner, NC 27529

WEDNESDAY | APRIL 12, 2023

Coastal Plains Raceway Park

4744 Richlands Hwy | Jacksonville, NC 28540

Register and Learn More:
go.ncsu.edu/CTDemoDay

Or scan
the QR
code!



Questions? Contact Heather Brutz at hmbritz@ncsu.edu or 240-281-0234.



**N.C. Department of Transportation
Biannual Cleanup Drive
Volunteer Locally!
April 15-29, 2023**



Forms,
posters, and
telephone
listings are
available on
our website

ncdot.gov/littersweep



Share your
clean-up images
at: **#LitterSweepNC**



ADOPT-A-HIGHWAY
Learn how you can help keep
North Carolina beautiful.
apps.ncdot.gov/LM

SWAT-A-LITTERBUG

Littering is illegal and a fineable offense upon conviction. G.S. 14-399.
Let us know when a person is littering by contacting Litter Management
through the Online Swat-A-Litterbug process or by calling the NC State
Highway Patrol at *HP or NCDOT Litter Management at **1-800-331-5864**
Find out more at ncdot.gov/litterbug.



TAC Boards and the State Ethics Commission

Local officials serving on a transportation planning organization's executive/advisory committee are referred to as **TAC Members**. The transportation legislation which created the 37 North Carolina Metropolitan or Rural Planning Organizations (MPOs or RPOs) can be found at N.C.G.S. § 136-200.2(g) (MPO) and N.C.G.S. § 136-211(f) (RPO).

Although not "covered persons" under the definitions of the State Ethics Act, TAC members and alternates of all MPOs and RPOs are required to file **initial** and **annual** financial and real estate disclosures called the **Statement of Economic Interest (SEI) form** and **Real Estate Disclosure (RED) form**. These two forms are filed with the Ethics Commission within *30 days of initial appointment* and thereafter during the annual filing season which runs concurrent to tax season--**Jan to April 15th**. Be advised that failure to file these forms may result in fines of up to \$500 annually.

Because TAC members are not covered persons, they are not required to receive the education portion of the State Ethics Act requirements. Note that some local officials receive ethics courses through the UNC School of Government, which is separate from the Ethics Education of the State Ethics Commission.

Additional information can be found on our website: [Home Page | Ethics Commission \(nc.gov\)](#)

FILING OF FINANCIAL AND REAL ESTATE DISCLOSURES

Electronic Filing

The quickest, most secure way to file is in our [electronic filing system](#).

Creating a New Online Account Find the portal to create an online account here: <https://ethicssei.nc.gov/Efile/>
Your filing account will be personal to you, so use an email address that is convenient and monitored.

The password rules for creating your filing account are: 8 character minimum, and at least one of:

- Special character such as:)(*%&#@+
- A digit (0-9)
- An uppercase letter

Keep a record of your email and password for future filings. *But we can reset your password and tell you which email you used if you forget. Do not make a new account if you have forgotten your previous account information!*

For creating new accounts, the system uses **email verification**—it will send a link to the email address you used to make an account. By clicking on the verification link, you activate a live account and can begin filing. The verification email from SEI@ethics.nc.gov should arrive quickly: if you do not receive the verification link, check your Junk and Spam folders. *If you do not receive the verification email, contact the State Ethics Commission using the contact info below – we can manually verify your email.* NOTE: the generated verification email is a bot and many government spam filters block it. Ask your IT System Administrator to accept all email originating from **@ethics.nc.gov**.

Completing the Electronic Forms The online filing is a smart form. The initial 8 questions are system questions to interpret whether you will file a **Long form** or a **No Change form**. New members: you will be required to file a Long Form SEI. If you are interrupted, the system will remember where you leave off—you can pick right up the next time you log in.

Common obstacles:

CANDIDACY QUESTION: (if activated) answer **NO** (otherwise click through by hitting NEXT in bottom right corner).
NOTE: the candidacy question does not pertain to local officials or local elections.

REASON FOR FILING: found under the option "serving on a BOARD OR COMMISSION" -> click **+** -> then in drop down board list, choose your TAC board's name. NOTE: *You must choose a TAC board to generate your Real Estate Disclosure form.*

NOTE: If you serve on more than one covered Board (e.g. community college trustee), you will have multiple answers under Reason for Filing.

!! IMPORTANT !!

You are filing disclosures with the State Ethics Commission because you sit on a TAC board, **not** because you are an elected local official. **Do not select** “Local Government Commission”, “Board of Transportation” or any other non-TAC boards under Reason for Filing **or you will be required to re-file.**

When you correctly select your MPO or RPO TAC as your Reason for Filing, the electronic system will generate a **Real Estate Disclosure form** for you to complete your filings. The RED is required filing. **If you do not know your TAC’s official name, call your TPO Planner or call us.**

FILER INFORMATION: You can import your information (box at top of page), then fill in the rest of the information. Each box marked with (*) are required fields.

DISCLOSURE SECTIONS: Please read the questions carefully and answer each question correctly, fully and responsibly. You will be asked to list real estate ownership, associations, private companies, etc.

SOURCE OF INCOME QUESTION: the last tab under Financial Interests. Do not click “NO” unless no one in your household made reportable income the previous year. If overlooked on the filing, it will cause you to be asked to refile. Be sure to disclose responsibly.

CONFIRMATION: To finish filing, you must have completed the entire form and electronically signed it by checking the **two** affirmation boxes, which is signing both forms. You can be assured that you have successfully filed if 3 things happen: 1. A pop-up with a Confirmation number will appear 2. Your In-Progress SEI will now show as a Completed SEI on Home screen 3. An email with a copy of your filed SEI will be sent to you. **CONFIRMATION WILL BE VERY CLEAR.**

ADDITIONAL INFORMATION FOR TAC FILERS

Paper filings

SEI and RED forms may be downloaded and completed manually. Annual forms are available in the second week of the new year. [MPO/RPO TAC Filers | Ethics Commission \(nc.gov\)](#) is the MPO/RPO page. Paper forms must be mailed (or hand delivered with an appointment), and postmarked by the deadline. Use the P.O. Box address on the form.

Evaluations

The State Ethics Commission has the responsibility of reviewing and evaluating all financial and real estate disclosures for potential conflicts of interest. We provide an evaluation letter to you at the time of your initial filing and annually thereafter. The evaluation letter is intended to help you begin thinking in terms of potential conflicts of interest, as well as advise you on how to handle any potential conflict that may arise in the course of your public duties. Commonly noted potentialities include real estate ownership or employment and construction-associated business.

Assistance

The State Ethics Commission staff is here to help you fulfill your statutory obligations. If you have any questions regarding the SEI or RED, general questions on how to complete the form, or timing of filings, we will be happy to help. Contact the staff member at the bottom of this document if you need help.

Finally, the Ethics Commission thanks you for your service to your local North Carolina communities.

Susanne L. Sing | Compliance Analyst

STATE ETHICS COMMISSION

P.O. Box 27685

RALEIGH, NC 27611

919.814.3607 o | SUSANNE.SING@ETHICS.NC.GOV

<https://ethics.nc.gov>



Samuel Boswell

From: NCDOT News <jabrooker1@ncdot.gov>
Sent: Monday, March 20, 2023 4:53 PM
To: Samuel Boswell
Subject: Roads in Person and Granville County to be Resurfaced



NORTH CAROLINA
Department of Transportation

ncdot.gov

News Release

For Immediate Release

date: March 3, 2023

contact: JaConna Brooker
jabrooker1@ncdot.gov
(919) 707-2639

Roads in Person and Granville County to be Resurfaced

RALEIGH – Thanks to new contracts, sections of secondary roads in Person and Granville counties will be resurfaced.

The N.C. Department of Transportation recently awarded a \$2.5 million contract to Adams Construction Company of Roanoke, Virginia, to resurface the seven miles of Woodsdale Road from the Virginia state line to Boston Road.

The state also awarded a \$2.8 million contract to ST Wooten Corporation of Wilson to resurface eight secondary roads – five of which are located northeast of Oxford and three in the western portion of the county.

The contractors can begin as early as March and are expected to complete the work by the fall of 2024.

For real-time travel information, visit [DriveNC.gov](https://www.driveNC.gov) or [follow NCDOT on social media](#).

NCDOT

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1503 Mail Service Center, Raleigh, NC 27699 | (919) 707-2660