

Technical Coordinating Committee

March 9, 2017 – 11:00 A.M., Land of Sky Offices

Agenda

1. **WELCOME AND HOUSEKEEPING (10 min)**

 - A. Welcome and Introductions, Approval of Agenda Josh O’Conner

 2. **PUBLIC COMMENT**

 3. **CONSENT AGENDA** Josh O’Conner

 - A. January 2017 Minutes
 - B. Prioritization Subcommittee Roster

 4. **REGULAR UPDATES (15 min)**

 - A. NCDOT Division 13 and 14 updates Jay Swain/Ed Greene or Designee
 - B. Transportation Planning Branch Daniel Sellers
 - C. FHWA/FTA Updates Michael Dawson
 - D. Subcommittee/Workgroup Reports, Staff Updates, and Housekeeping MPO Staff
 - E. Legislative Updates MPO Staff

 5. **BUSINESS (30-45 min)**

 - A. TCC Chair and Vice-Chair Elections MPO Staff
 - B. FY 2018 UWPW, Five-Year Calendar and Self-Certification MPO Staff
 - C. Jobs Access Reverse Commute (Transit) Funding Call for Projects MPO Staff
 - D. Division 14 Scoping Process Division 14 Staff
 - E. Access Management Brief Overview MPO Staff

 6. **ANNOUNCEMENTS, NEWS, SPECIAL UPDATES (15 min)**

 7. **TOPICS FOR NEXT MEETING? (3 min)**

 8. **PUBLIC COMMENT**

 9. **ADJOURNMENT**

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FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 3:

Consent Agenda

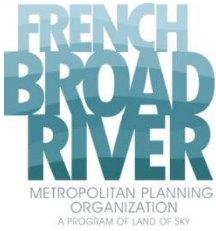
A. January 12 Minutes

Staff recommends approval of the minutes.

B. Prioritization Subcommittee Roster Annual Review

Staff recommends approval of the Prioritization Subcommittee roster, with one small change from the previous year.

Staff recommends the TCC approve the consent agenda.



French Broad River Metropolitan Planning Organization
Minutes from the TCC meeting on February 9, 2017

ATTENDANCE:

Meeting Date:

02/09/2017

Representing	Voting TCC		Via Phone
<input checked="" type="checkbox"/> Apple Country Transit	Matt	Champion	<input type="checkbox"/>
<input checked="" type="checkbox"/> Asheville. City of	Dan	Baechtold	<input type="checkbox"/>
<input checked="" type="checkbox"/> Asheville, City of- Transit	Vaidila	Satvika	<input type="checkbox"/>
<input checked="" type="checkbox"/> Black Mountain	Josh	Harrold	<input type="checkbox"/>
<input checked="" type="checkbox"/> Buncombe County	Josh	O'Conner	<input type="checkbox"/>
<input checked="" type="checkbox"/> Fletcher. Town of	Mark	Biberdorf	<input type="checkbox"/>
<input checked="" type="checkbox"/> Havwood Countv	Kris	Bovd	<input type="checkbox"/>
<input checked="" type="checkbox"/> Henderson Countv	Autumn	Radcliff	<input type="checkbox"/>
<input checked="" type="checkbox"/> Hendersonville, City of	Brendan	Shanahan	<input type="checkbox"/>
<input checked="" type="checkbox"/> Mills River, Town of	Jesse	James	<input type="checkbox"/>
<input checked="" type="checkbox"/> Mountain Mobility	Denise	Braine	<input type="checkbox"/>
<input checked="" type="checkbox"/> NCDOT. Division 13	Rick	Tioton	<input type="checkbox"/>
<input checked="" type="checkbox"/> NCDOT, Division 14	Brian	Burch	<input type="checkbox"/>
<input checked="" type="checkbox"/> NCDOT, TPB	Daniel	Sellers	<input type="checkbox"/>

Non Voting At TCC			
<input checked="" type="checkbox"/> Asheville, City of- Transit	Elias	Mathes	<input type="checkbox"/>
<input checked="" type="checkbox"/> Buncombe County	Karla	Furnari	<input type="checkbox"/>
<input checked="" type="checkbox"/> Davenport	Lori	Boyer	<input type="checkbox"/>
<input checked="" type="checkbox"/> FBRMPO/LOSRC	Zia	Rifkin	<input type="checkbox"/>
<input checked="" type="checkbox"/> FBRMPO/LOSRC	Tristan	Winkler	<input type="checkbox"/>
<input checked="" type="checkbox"/> FBRMPO/LOSRC	Lyuba	Zuyeva	<input type="checkbox"/>
<input checked="" type="checkbox"/> FHWA	Mike	Dawson	<input type="checkbox"/>
<input checked="" type="checkbox"/> JM Teague	Reuben	Moore	<input type="checkbox"/>
<input checked="" type="checkbox"/> LOSRC	Erica	Anderson	<input type="checkbox"/>
<input checked="" type="checkbox"/> LOSRC	Bill	Eaker	<input type="checkbox"/>
<input checked="" type="checkbox"/> LOSRC	Kyle	Guie	<input type="checkbox"/>
<input checked="" type="checkbox"/> LOSRC	Ritchie	Rozzelle	<input type="checkbox"/>
<input checked="" type="checkbox"/> Vaughn and Melton	Joel	Setzer	<input type="checkbox"/>

WELCOME AND HOUSEKEEPING

Josh O’Conner opened the meeting and introductions followed.

PUBLIC COMMENT

No public comments were presented.

CONSENT AGENDA

Josh O’Conner indicated that the Consent Agenda included January minutes. He requested approval for the Agenda at this time as well.

Josh Harrold moved to approve the Consent Agenda and the Agenda as presented. Dan Baechtold seconded and the motion carried as all were in favor.

REGULAR UPDATES AND INFORMATION ITEMS

Regular updates included NCDOT Division 13 and 14 updates and TPB and MPO Subcommittee and Staff updates. FHWA/FTA updates were also presented.

Lyuba Zuyeva provided legislative updates including that Jim Trogdon has been sworn in as the state’s new Secretary of Transportation. At the federal level, no full fiscal year budget yet- still operating under a Continuing Resolution (CR) through April. The US Census 2020 planning work is gearing up and local jurisdictions will be requested to update their address lists in the spring of 2018. Also at the federal level, some discussions are starting about increasing the infrastructure spending levels.

BUSINESS

TIP Amendments

Tristan Winkler presented a brief overview of the proposed 2016-2025 TIP Amendments including additional funding for Black Mountain’s River Walk Greenway Phase II, adding PE funding for the City of Asheville’s Lexington and Coxe Avenues complete streets improvements, a new access road in Buncombe County funded with ARC economic development funding near the planned Blue Ridge Road Interchange, and PE for a number of projects that were funded in SPOT 4.0. Tristan Winkler shared that the draft STIP is out.

Dan Baechtold moved to recommend to the MPO Board to approve the recommended TIP Amendments. Mark Biberdorf seconded and the motion carried without further discussion.

Functional Classification Changes- Additional Links to Be Considered

Lyuba Zuyeva explained that this is a follow-up to previous list of functional classification changes supported by local governments in the City of Asheville, the Town of Canton and the Town of Waynesville and approved by the FBRMPO Board in June of 2016. Those recommended changes were submitted to NCDOT TPB for further review, prior to submission to FHWA for final review and approval. In a recent follow up discussion with NCDOT TPB, two links were identified that were not included in the original list and which would make add more logical termini and strengthen the case for some of the previously proposed changes. The first requested change is the City of Asheville- Hazel Mill Road, from Westwood Place to Craven Street- change to Minor Collector (in connection with Westwood Place and Craven Street

previously recommended for minor collectors). The other requested change is for the City of Asheville-Victoria Road from Livingston Street to Hospital Drive and Hospital Drive from McDowell Street to Biltmore Avenue (change to Major Collector), to continue major collector classification for Victoria previously requested from Meadow Road up to Livingston. Lyuba Zuyeva noted that City of Asheville's Traffic Engineering staff are in support of these two classification changes.

Denise Braine moved to recommend for the MPO Board to review and approve these two additional Functional Classification Changes. Jesse James seconded and the motion carried without further discussion

5307 Urban Transit Formula Study

Lyuba Zuyeva shared that the FBRMPO Board has approved funds for a special study to look at a new formula that could be utilized to allocate 5307 urban transit funds in the MPO region and to include Buncombe County and Haywood County as sub-recipients of 5307 funds. Background to the study includes that in 2007, the City of Asheville and Henderson County approved a previous version of the formula to share the FTA 5307 urban transit funding apportioned to the Asheville Urbanized Area. In 2012, the US Census released the new urbanized area numbers where a larger portion of Buncombe County and Haywood County were shown as urbanized than previously. Further, NCDOT Public Transportation Division has been implementing cuts to rural (5311) public transit funding to providers in our region due to the urbanizing trends in those counties and a decrease in rural 5311 funding to our state. Further, under the FAST Act, adopted in December of 2015, Demand Response transit service, previously not eligible for the urban 5307 transit funding is now eligible. Lyuba Zuyeva introduced Joel Eisenfeld with KFH Group who shared background on the 5307 Study and reviewed a summary of alternative formulas for allocating the funding to the City of Asheville and subrecipients.

Joel Eisenfeld shared that transit agencies in the MPO region receive either FTA 5307 (urban) or FTA 5311 (rural) federal funding. Rural 5311 funding is passed through to local agencies from NCDOT. The City of Asheville receives the allocation of FTA 5307 urban transit funding for the Asheville Urbanized Area, without specific set-asides by individual transit agencies. A Steering Committee, with representatives of the City of Asheville, Buncombe County, Haywood County/Mountain Projects and Henderson County staff has reviewed nine different formula options and narrowed the choice down to two formulas: Option #1 preserves the previously utilized formula but makes allowances for Buncombe County and Haywood County. The second selected alternative is Option #9 (which will be a little bit simpler) that adjusts the previously utilized formula to remove revenue miles from the equation but retains the 10% incentive which is calculated based on passenger miles and operating revenue. The presentation slides are available at <http://fbrmpo.org/wp-content/uploads/2017/02/FBRMPO-Urban-Transit-Funding-Formula-Study-TCC.pdf>.

Lyuba Zuyeva shared that the Steering Committee offered additional recommendations for the 5307 funds. The first recommendation is to keep a 10% JARC set-aside (which has been funding projects such as ART's Route 170 and Black Mountain Trailblazer. The second recommendation is to direct the first year of Haywood County's share to be part of the JARC set-aside, with the right of first refusal for this portion of the funding given to Haywood County applicants; to allow a private non-profit to utilize the funds prior to Haywood County assuming subrecipient responsibilities for 5307 funds. Another recommendation calls for the City of Asheville to remain as the Designated Recipient (DR) for 5307 funds in our region, with three

other entities as subrecipients under the City. This recommended set-up could be advantageous because it would allow funds underutilized by one agency to be shifted and used by another provider in the region, rather than returning unutilized funds to the FTA. A final recommendation by the Steering Committee is to allow for a three-year phase in period to allow for a smoother transition, more predictability, and to avoid drastic cuts to services.

Vaidila Satvika encouraged the Board to consider keeping revenue miles in the formula. The City of Asheville is thinking about expanding service and its needs can best be met by having revenue miles included. Denise Braine shared that it is important to recognize the difference between fixed route and demand response service concerning how the revenue miles are calculated.

Lyuba Zuyeva shared that the full extent of the City of Asheville's revenue miles applies (as it is entirely within the urbanized area). Buncombe County and Haywood County have urbanized and rural areas, and revenue miles would have to be pro-rated accordingly.

Mike Champion moved to recommend that the City of Asheville remain the Designated Recipient (DR) for 5307 funds in the region; and, to recommend the MPO Board approve a 10% JARC set-aside and to defer to the MPO Board to make a decision on the selection of a formula. Denise Braine seconded and the motion carried without further discussion.

SPOT Prioritization 5.0 Preliminary Schedule

Tristan Winkler shared that in January, NCDOT released the schedule for the STI/SPOT 5.0 prioritization process. MPO staff will be starting the local input for new projects in February-March of 2017 and will be looking to the Prioritization Subcommittee to provide input and guidance, prior to new projects coming to the MPO TCC and Board for adoption. He iterated that MPO staff will be looking to set up meetings with jurisdictions in the region soon. September 2017 is the deadline for new project submissions, however intersections and interchanges will be due in the spring of 2017 (deadline has not yet been provided by NCDOT).

Discussion occurred regarding lessons learned from SPOT 4.0 and it was shared by MPO staff that the SPOT methodology may be tweaked a little. MPO staff will be looking at more efficient ways of prioritizing projects as a smaller pot of funds may be available. Lyuba Zuyeva communicated that it is beneficial to our region to identify more intersection and interchange projects, as those might compete well against larger projects. Daniel Sellers noted the importance of reviewing projects at the local level before scoring begins on projects. Tristan Winkler communicated that local meetings will include discussions about what to expect at the local level and the local cost share component of projects.

No action required at this time.

American Community Survey Data 2011-2015

Tristan Winkler gave an overview of some of the data available through the American Community Survey (ACS), and how ACS differs from the decennial census. The ACS is a relatively recent addition (began in 2005) and data are developed based on a smaller sample, made available more frequently. For the MPO transportation planning purposes, the ACS data are particularly important because they can be used to support meeting Title VI (non-discrimination) and environmental justice requirements for transportation planning. The ACS and Census On the Map data are also relevant to the work of the MPO as both sources provide data on transportation (journey-to-work) trends including commuting patterns from county to

county. MPO and LOSRC staff can be a resource to local governments in terms of accessing and mapping the ACS data.

No action required at this time.

ANNOUNCEMENTS, NEWS, SPECIAL UPDATES

Lyuba Zuyeva announced that Stormwater Summit is coming up on February 22nd. The statewide NCAMPO conference will be held in New Bern on April 26-28, 2017. An MPO TCC and Board member orientation is scheduled for March 15th. Officer elections will be coming up in March for the TCC and Board.

PUBLIC COMMENT

No public comments were presented.

ADJOURNMENT

Josh O’Conner adjourned the meeting as there was no further business.

DRAFT

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 3B:

Prioritization Subcommittee Roster

Per the bylaws of the Prioritization Subcommittee, Prioritization Subcommittee members serve two-year terms, but the roster is to be reviewed by the MPO Board on an annual basis.

Also of note, Matt Champion has recently changed positions from Henderson County to the City of Hendersonville. Per the bylaws, active voting members of the subcommittee that change positions may have their position open to review, if needed. Staff recommends that so long as Matt Champion is appointed as the City of Hendersonville's TCC representative, his position on the Prioritization Subcommittee may remain.

The following are the current voting members of the Prioritization Subcommittee, as appointed by the MPO Board in March, 2016:

Jurisdiction Represented	Name
Town of Waynesville	Elizabeth Teague
Town of Woodfin	Jerry Vehaun
Village of Flat Rock	John Dockendorf
Town of Black Mountain	Josh Harrold
Buncombe County	Josh O'Conner
City of Asheville	Julie Mayfield
City of Hendersonville*	Matt Champion

*originally appointed while with Henderson County

Just as a reminder: any MPO Board, TCC, or NCDOT representative may attend Prioritization Subcommittee meetings as non-voting attendees. The meetings are also open to the public.

Staff Recommends: review and approve the current Prioritization Subcommittee roster

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 4A:

Division Project Updates

http://fbrmpo.org/wp-content/uploads/2017/03/Division13Updates_March2017.pdf

(Division 13)

http://fbrmpo.org/wp-content/uploads/2017/03/Division14Updates_March2017.pdf

(Division 14)

Item 4B:

TPB Updates

Item 4C:

FHWA/FTA Updates

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 4D:

Committee & Workgroup Updates

Prioritization Subcommittee—March meeting planned for March 7th at 9 AM. The Subcommittee is expected to discuss some SPOT 5.0 items, review the Draft TIP and consider items for the Congestion Management Process. April meeting scheduled for Tuesday, April 11th at 9 AM.

Transit Operators' Workgroup—No meeting in March, next meeting is scheduled for Tuesday, April 4th at 10 AM. NCDOT PTD combined regional transit budget template and JARC call for projects will be on the agenda.

Citizens' Advisory Committee- No meeting in March.

Recommended Actions:

Accept the reports.

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 4E:

Legislative Updates

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 5A:

TCC Chair and Vice-Chair Elections

Brief Overview

The MPO TCC officers are elected for a two-year term. Both current Chair (Josh O'Conner) and Vice-Chair (Autumn Radcliff) are eligible for a second term.

Recommended action: consider additional nominations for TCC Chair and Vice Chair, and vote to approve a TCC Chair and Vice-Chair for the next two-year term.

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 5B:

FY 2017-2018 UPWP, Five-Year Calendar and Self-Certification

Each year, FBRMPO Board has to adopt a work program (UPWP) for the next fiscal year, a five-year calendar, and a self-certification statement. The Unified Planning Work Program (UPWP) is intended to provide citizens and stakeholders with the necessary transparency to see how federal transportation planning funds are being used by the MPO, local governments and transit agencies, in coordination with North Carolina Department of Transportation, in order to meet federal metropolitan planning requirements. The UPWP is developed by MPO staff in consultation with partner agencies and input from local stakeholders. It may be amended to account for changes in funding or project needs. Transportation feasibility and planning studies in our region that utilize federal transportation dollars and are not programmed in the TIP have to be programmed as part of the Unified Planning Work Program.

French Broad River MPO Board has approved a draft UWPW for FY 2018 in January. Current UPWP version for FY 2018 includes some minor corrections including the following:

- Updating the planning study amounts for Asheville Bike Share Study and Biltmore Avenue Feasibility Study to show 100% of the study costs for FY 2018
- Updating the language describing the regional land use data update approach
- Correcting FY to FY 2017-2018
- Correcting 104 (F) PL funds reference to 104 (D) PL funds.

The updated UPWP draft is posted at http://fbrmpo.org/wp-content/uploads/2017/03/FY18_FBRMPO_UPWP_March2017.pdf

The UPWP 2017-2018 funding table is included with the agenda packet. The five-year calendar is included with the agenda packet as well..

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

The MPOs are required to certify to the FHWA and the FTA on an annual basis that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable federal requirements. The self-certification language follows.

Action: Recommend for MPO Board review and approval the FY 2017-2018 UPWP, the updated 2018-2022 calendar, and self certification.

FTA CODE	TASK CODE	TASK DESCRIPTION	MPO Planning and Admin - PL104			Transit Planning - 5303				SECTION 5307				TIGER II			STBG Flex Funds			
			Local 20%	Federal 80%	TOTAL	Local (10%)	State (10%)	Federal (80%)	Fund Total	Local	State	FTA 80%	5307 Total	Local	Federal	TIGER	Project	Local	Federal	STP-DA Flex Total
	II-A	Data and Planning Support	\$ 9,303	\$ 37,213	\$ 46,516	\$2,363	\$2,362	\$18,900	\$23,625								Asheville Transit Master Plan	\$19,200	\$76,800	\$96,000
44.24.00	II-A-1	Networks and Support Systems	\$ 5,427	\$ 21,708	\$ 27,135	\$1,890	\$1,890	\$15,120	\$18,900								TDM Coordinator	\$11,250	\$45,000	\$56,250
44.23.01	II-A-2	Travelers and Behavior	\$ 3,101	\$ 12,404	\$ 15,505	\$473	\$472	\$3,780	\$4,725								Bike Share Study	\$25,000	\$25,000	\$50,000
44.23.02	II-A-3	Transportation Modeling	\$ 775	\$ 3,101	\$ 3,876												Biltmore Ave Feasibility Study	\$40,000	\$160,000	\$200,000
	II-B	Planning Process	\$ 20,854	\$ 83,414	\$ 104,268	\$740	\$740	\$5,920	\$7,400								Asheville Pedestrian Plan	\$35,000	\$140,000	\$175,000
44.23.02	II-B-1	Targeted Planning	\$ 8,528	\$ 34,112	\$ 42,640															
44.23.01	II-B-2	Regional Planning	\$ 11,164	\$ 44,656	\$ 55,820	\$740	\$740	\$5,920	\$7,400											
44.27.00	II-B-3	Special Studies	1,162	\$ 4,646	\$ 5,808															
	III-A	Planning Work Program	\$ 3,101	\$ 12,404	\$ 15,505	\$202	\$202	\$1,621	\$2,025											
44.21.00	III-A-1	Planning Work Program	\$ 2,326	\$ 9,303	\$ 11,629	\$202	\$202	\$1,621	\$2,025											
44.24.00	III-A-2	Metrics and Performance Measures	\$ 775	\$ 3,101	\$ 3,876															
	III-B	Transp. Improvement Plan	\$ 7,753	\$ 31,010	\$ 38,763	\$540	\$540	\$4,320	\$5,400											
44.25.00	III-B-1	Prioritization	\$ 2,326	\$ 9,303	\$ 11,629															
44.25.00	III-B-2	Metropolitan TIP	\$ 1,551	\$ 6,202	\$ 7,753	\$540	\$540	\$4,320	\$5,400											
44.25.00	III-B-3	Merger/Project Development	\$ 3,876	\$ 15,505	\$ 19,381															
	III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 6,668	\$ 26,669	\$ 33,337	\$1,675	\$1,675	\$13,400	\$16,750											
44.27.00	III-C-1	Title VI Compliance	\$ 775	\$ 3,101	\$ 3,876	\$1,675	\$1,675	\$13,400	\$16,750											
44.27.00	III-C-2	Environmental Justice	\$ 1,551	\$ 6,202	\$ 7,753															
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 78	\$ 310	\$ 388															
44.27.00	III-C-4	Planning for the Elderly	\$ 388	\$ 1,551	\$ 1,939															
44.27.00	III-C-5	Safety/Drug Control Planning	\$ -	\$ -	\$ -															
44.27.00	III-C-6	Public Involvement	\$ 3,876	\$ 15,505	\$ 19,381															
44.27.00	III-C-7	Private Sector Participation	\$ -	\$ -	\$ -															
	III-D	Statewide & Extra-Regional Planning	\$ 11,629	\$ 46,516	\$ 58,145	\$0	\$0	\$0	\$0											
44.27.00	III-D-1	Statewide & Extra-Regional Planning	\$ 11,629	\$ 46,516	\$ 58,145															
	III-E	Management Ops, Program Suppt Admin	\$ 17,058	\$ 68,223	\$ 85,281	\$1,980	\$1,980	\$15,840	\$19,800	\$30,231	\$0	\$120,922	\$151,153							
44.27.00		Management Operations	\$ 17,058	\$ 68,223	\$ 85,281				\$0	\$0	\$0	\$0	\$ -							
44.27.00		Program Support Administration	\$ -	\$ -	\$ -	\$1,980	\$1,980	\$15,840	\$19,800	\$30,231	\$ -	\$120,922	\$151,153							
	TOTALS		\$ 76,366	\$ 305,449	\$ 381,815	\$7,500	\$7,499	\$60,001	\$75,000	\$30,231	\$0	\$120,922	\$151,153	\$0	\$0	\$0	STBG Flex Special Studies Total	\$130,450	\$446,800	\$577,250

Timeline		Planning Work Program Tasks							
Fiscal Year	Quarter	Surveillance of Inventory Data (II-A)	Long-Range Transportation Plan (II-B)	Planning Work Program (III-A)	Transportation Improvement Program (III-B)	Civil Rights Compliance/Other Regulations (III-C)	Incidental Planning & Project Development (III-D)		Administration & Services (III-E)
FY 2017 - 2018	1	Update Transportation and GIS Data Inventory; continue ped count plan and counter installations; Coordinate annual volunteer bike and ped count plan with local partners	Initiate CTP Plan Update and continue work on potential MTP Amendments as needed	Close out previous FY	SPOT 5.0 Prioritization new project entry; public input for new projects	Comply with Civil Rights and Other Regulations; finalize update of the Title VI Plan	Special Studies as pass-through to local governments as needed		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes
	2	Finalize Major Employer Data update and new development data update for use in updating the land use database	Update Base Year data to correspond with Census for 2020 for Emp., and Land Use; set up a timeline for Travel Demand Model update 2020	Draft UPWP, including FTA Portions, Draft 5 year plan		Maintain an MPO Website and social media accounts		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	3	Initiate SE Data Update	Provide walkability analysis and pedestrian needs assessment support to local government members; hold 1-2 Complete Streets workshops across the region	Submit Final UPWP; complete self-certification	Continue to review existing plans for new SPOT process projects or existing project improvements; amend plans as needed	Conduct Environmental Justice Study		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	4	Traffic Accident and/or Count Analysis for members as needed	Coordinate with stormwater and tourism stakeholder groups to identify stormwater and flooding hazards and specific transportation needs and potential projects to incorporate as part of CTP update and MTP amendments	Continue Development and Refinement of End of Year Performance Measure Reporting & Run Report(s)	Refine FBRMPO SPOT 5.0 methodology	Review and evaluate effectiveness of Public Participation Plan		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes Annual Performance Report	
FY 2018 - 2019	1	Update Transportation and GIS Data Inventory; Continue ped count plan and counter installations;	Continue updates of Base Year data to correspond with Census for 2020 for Emp, and Land Use; begin Land Use forecasting (to 2040), initiate Travel Demand Model Update 2020	Close out previous FY	SPOT Public Comment Meetings	Comply with Civil Rights and Other Regulations	Administration of PL-104 Funded Projects; Conduct Freight Study for MPO region;	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	2	Coordinate annual volunteer bike and ped count plan with local partners	Set up a timeline for MTP 2045 Plan Update	Draft UPWP, including FTA Portions, Draft 5 year plan	Enter SPOT 5.0 Partner Connect local input points for projects	Maintain an MPO Website and social media accounts	NCAMPO-Develop Program and book speakers; Prep intake for registrations; book conference volunteers	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	3		Set up a timeline for and initiate Coordinated Public Transit-Human Services Transportation Plan Update	Submit Final UPWP; complete self-certification	Continue to review existing plans for new SPOT process projects or existing project improvements; amend plans as needed	Revise outreach materials as needed, including translation of documents	NCAMPO Conference	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	4	Traffic Accident and/or Count Analysis for members as needed	Put in place performance and plan outcomes tracking systems	Refine and run End of Year Performance Measure Reporting		Review and evaluate effectiveness of Public Participation Plan	Special Studies as pass-through to local governments as needed	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes Annual Performance Report	
FY 2019 - 2020	1	Update Transportation and GIS Data Inventory; continue ped count plan and counter installations; Coordinate annual volunteer bike and ped count plan with local partners	Adjustments to Land USE and SE data forecast scenarios as needed, adopt Travel Demand Model 2020 for use in the MTP 2045 development	Close out previous FY	Draft 2020-2029 STIP Available for Review	Comply with Civil Rights and Other Regulations	Administration of PL-104 Funded Projects; Conduct Freight Study for MPO region; NCAMPO Host-contract with conference venue and AV/Food/Printing contractors	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	2	Update EJ data to include as part of MTP and CPT-HSTP update	Begin Work on MTP Plan Update Starting with Regional Overview, SE Data, Vision, Goals and Objectives	Draft UPWP, including FTA Portions, Draft 5 year plan	Revised 2020-2026 STIP adopted by BOT	Maintain an MPO Website and social media accounts	NCAMPO-conference planning assistance	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	3		Set up a timeline for and initiate Coordinated Public Transit-Human Services Transportation Plan Update	Submit Final UPWP; complete self-certification	Continue to review existing plans for new SPOT process projects or existing project improvements; amend plans as needed	Revise outreach materials as needed, including translation of documents	Special Studies as pass-through to local governments as needed	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	4	Traffic Accident and/or Count Analysis for members as needed	Develop Plan-to-Date Report on Plan performance (in addition to annual report)	Refine and run End of Year Performance Measure Reporting		Review and evaluate effectiveness of Public Participation Plan	NCAMPO Conference, spring 2020	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes Annual Performance Report	

FY 2020 - 2021	1	Update Transportation and GIS Data Inventory; continue ped count plan and counter installations; Coordinate annual volunteer bike and ped count plan with local partners	Draft MTP Document and Public Involvement	Close out previous FY;	Review of local prioritization methodology with Prioritization Subcommittee	Comply with Civil Rights and Other Regulations; Continue final public input for MTP, CTP, CMP, and CTSPs	Administration of PL-104 Funded Projects;	Ongoing Project Development; Provide NCDOT Project Data To Further TIP Project Development; Transportation Enhancement & other grant Application Assistance; Ongoing participation in National and Statewide Organizations (APA, AMPO, WTS, ITE,)	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes
	2	↓	Adopt Metropolitan Transportation Plan Update	Draft UPWP, including FTA Portions, Draft 5 year plan	Solicit new projects & project changes from local partners & updated CTP & MTP	Maintain an MPO Website and social media accounts		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	3	↓	Finalize Coordinated Public Transit-Human Services Transportation Plan Update	Submit Final UPWP; complete self-certification; Measure Performance as required by FAST Act and directed by rule making	New & altered projects entered into SPOT Online; begin SPOT 5 local prioritization process	↓		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	4	Traffic Accident and/or Count Analysis for members as needed	↓	Develop End of Year Performance Measure Reporting & Run Report(s)		Review and evaluate effectiveness of Public Participation Plan	Develop new Special Studies as pass-through to local governments as needed	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes Annual Performance Report	
FY 2021-2022	1	Update Transportation and GIS Data Inventory; continue ped count plan and counter installations; Coordinate annual volunteer bike and ped count plan with local partners	Review CTP and MTP for potential amendments needed	Close out previous FY; prepare for Certification Review	Hold SPOT Prioritization Public Input meetings and submit FBRMPO SPOT Local Input Points	Comply with Civil Rights and Other Regulation	Staff support for ongoing special studies	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	2	↓	Continue work on the CTP and MTP implementation	Draft UPWP, including FTA Portions, Draft 5 year plan	↓	Maintain an MPO Website and social media accounts		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	3	↓	↓	Submit Final UPWP; complete self-certification	Continue to review existing plans for new SPOT process projects or existing project improvements; amend plans as needed	Revise outreach materials, including translation of documents; initiate update of the Title VI Plan		Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes	
	4	Traffic Accident and/or Count Analysis for members as needed	Ongoing coordination with stormwater, tourism and freight stakeholder groups to identify specific transportation needs and potential projects	Develop End of Year Performance Measure Reporting & Run Report(s); Develop work program for SE data update in FY 2017-2018	Draft 2022-2031 STIP available for review;	Review and evaluate effectiveness of Public Participation Plan	↓	Invoice and Progress Report, Board Meetings and Associated Agendas/Minutes Annual Performance Report	

Metropolitan Planning Self-Certification Process

CFR 450.334

The State and the MPO shall annual certify to the FHWA and the FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

- Section 134 of title 23 U.S.C., section 8 of the Federal Transit Act (49 U.S.C. app. 1607) and;
- Section 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d));
- Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
- Section 103 (b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Public Law 102-240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects. . . ; and
- The provisions of the Americans with Disabilities Act of 1990 (Public Law 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations “Transportation for Individuals with Disabilities” (49 CFR parts 27, 37, and 38).

In addition, the following checklist should help guide the MPOs as they review their processes and programs for self-certification.

Self-Certification Checklist

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law (if applicable)? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (a)]
2. Does the policy board include elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (i)]
3. Does the MPO boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period? [23 U.S.C. 134 (c), 49 U.S.C. 5303 (d); 23 CFR 450.308 (a)]
4. Is there a currently adopted Unified Planning Work Program (UPWP)? 23 CFR 450.314
 - a. Is there an adopted prospectus
 - b. Are tasks and products clearly outlined
 - c. Is the UPWP consistent with the LRTP
 - d. Is the work identified in the UPWP completed in a timely fashion
5. Does the area have a valid transportation planning process?
23 U.S.C. 134; 23 CFR 450
 - a. Is the transportation planning process continuous, cooperative and comprehensive
 - b. Is there a valid LRTP
 - c. Did the LRTP have at least a 20-year horizon at the time of adoption
 - d. Does it address the 8-planning factors
 - e. Does it cover all modes applicable to the area
 - f. Is it financially constrained
 - g. Does it include funding for the maintenance and operation of the system
 - h. Does it conform to the State Implementation Plan (SIP) (if applicable)
 - i. Is it updated/reevaluated in a timely fashion (at least every 4 or 5 years)
6. Is there a valid TIP? 23 CFR 450.324, 326, 328, 330, 332
 - a. Is it consistent with the LRTP
 - b. Is it fiscally constrained
 - c. Is it developed cooperatively with the state and local transit operators
 - d. Is it updated at least every 4-yrs and adopted by the MPO and the Governor
7. Does the area have a valid CMP? (TMA only) 23 CFR 450.320
 - a. Is it consistent with the LRTP
 - b. Was it used for the development of the TIP
 - c. Is it monitored and reevaluated to meet the needs of the area
8. Does the area have a process for including environmental mitigation discussions in the planning process?
 - a. How _____
 - b. Why not _____
9. Does the planning process meet the following requirements:
 - a. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
 - b. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
 - c. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;

- d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
 - e. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
 - f. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
 - g. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
 - h. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
 - i. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
 - j. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
 - k. All other applicable provisions of Federal law. (i.e. Executive Order 12898)
10. Does the area have an adopted PIP/Public Participation Plan? 23 CRR 450.316 (b)(1)
- a. Did the public participate in the development of the PIP?
 - b. Was the PIP made available for public review for at least 45-days prior to adoption?
 - c. Is adequate notice provided for public meetings?
 - d. Are meetings held at convenient times and at accessible locations?
 - e. Is the public given an opportunity to provide oral and/or written comments on the planning process?
 - f. Is the PIP periodically reviewed and updated to ensure its effectiveness?
 - g. Are plans/program documents available in an electronic accessible format, i.e. MPO website?
11. Does the area have a process for including environmental, state, other transportation, historical, local land use and economic development agencies in the planning process?
SAFETEA-LU
- a. How _____
 - b. Why not _____

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 5C:

Jobs Access Reverse Commute (JARC) Transit Funding Call for Projects

Job Access Reverse Commute (JARC) is a type of public transportation funding that was consolidated into FTA Section 5307 urban transit funding in 2012. JARC funding is geared towards transportation for low-income individuals to jobs and job training; transit capital and operating expenses are eligible, with an appropriate local match required (20% for capital/50% for operating). Additional info about JARC funding available at <http://www.fbrmpo.org/jarc/>. The French Broad River MPO Board has previously approved keeping a 10% JARC set-aside as part of the 5307 funds allocated to the Asheville Urbanized Area. The MPO Board has again re-affirmed a 10% JARC set-aside as part of the new FTA Section 5307 funding allocation formula in February of 2017. As part of the 5307 funding allocation formula agreement, Haywood County's share of 5307 funds during the first year are to be added to the JARC funding set-aside, with the right of first refusal for those funds going to Haywood County applicants.

MPO staff recommend including two years' worth of funding in the current JARC call for projects and modifying the 5310 Selection Committee meeting schedule to include JARC projects selection during the first week of May, 2017.

FBRMPO Spring 2017 Jobs Access Reverse Commute (JARC) Call for Projects	
Funding Available	JARC Funding available as of March 1, 2017
FY 2016 JARC Allocation at 10% of FTA 5307 Amount- 2,602,379 allocated to Asheville Urbanized Area	\$ 260,238
FY 2017 JARC Allocation at 10% of FTA 5307 Amount (partial year)-1,508,243 allocated to Asheville Urbanized Area	\$ 150,824
Haywood County portion of FY 2016 FTA 5307 funding for Asheville Urbanized Area	\$ 126,695
Total Jobs Access Reverse Commute (JARC) Available for Spring 2017 JARC Call for Projects	\$ 537,757

339 New Leicester Highway, Suite 140 • Asheville, NC 28806 • www.fbrmpo.org

Long-Range Transportation Plan • Transportation Improvement Program

Highway Planning • Bicycle and Pedestrian Planning • Transit Planning • Air Quality

Public Involvement

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Spring 2017 JARC Call for Projects Timeline	
MPO TCC meets and approves the timeline	March 9, 2017
MPO Board meets and approves the timeline and Selection Committee members	March 23, 2017
RFP for JARC projects issued	March 27, 2017
Deadline to submit project applications (5 PM)	April 28, 2017
Selection Committee meets to approve the 5310 and JARC projects	The week of May 1, 2017
Proposed TIP Amendments submitted to NCDOT PTD staff for NCBOT review and adoption in July 2017 or earliest available date	May 11, 2017
MPO TCC reviews selected 5310 and JARC projects	May 11, 2017
MPO Board approves the selected JARC projects	May 25, 2017
MPO Board adopts the JARC TIP Amendments	June 22, 2017

Recommended action: recommend for MPO Board approval a timeline for JARC call for projects for the spring of 2017. Recommend for MPO Board approval a modification to the 5310 call for projects timeline to allow the JARC and 5310 Selection Committee to review both sets of projects during the week of May 1st, 2017.

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 5D:

Division 14 New Project Development and Scoping Process

With the release of the NCDOT 2018-2027 Draft State Transportation Improvement Program (STIP), seventeen projects have been programmed for implementation in the FBRMPO region. Division 14 Project Development Engineer, Brian Burch, will provide a presentation on the process Division 14 uses to help bridge projects from planning into implementation while taking into account local concerns and expectations.

Recommended action: No action required at this time.

FRENCH BROAD RIVER

METROPOLITAN PLANNING ORGANIZATION

Staff Report & Recommendations

Item 5E:

Access Management Brief Overview

There are several roadway project that include access management elements funded for construction and advancing through design in our region, including:

- U-5839 Russ Ave (Waynesville)
- U-5972 New Leicester Highway Access Management (Asheville)
- R-2588B NC 191 NC 191 from US 25 in Hendersonville to NC 280 South of Mills River (Henderson County/Mills River)

MPO staff will provide a brief overview of some of the typical access management treatments, their benefits, and some potential concerns.

Recommended action: No action required at this time.