

**UPPER COASTAL PLAIN RPO**  
**FISCAL YEAR (FY) 2009-2010**  
**PLANNING WORK PROGRAM (PWP)**  
**BUDGET**

**PLANNING WORK PROGRAM  
PROGRAM DESCRIPTION FOR FY 09-10  
UPPER COASTAL PLAIN RURAL  
TRANSPORTATION PLANNING ORGANIZATION**

Approved by the Upper Coastal Plain Rural  
Transportation Advisory Committee

March 11, 2009  
Date

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A.P. Coleman, Chair, Upper Coastal Plain RPO TAC

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Daniel N. Van Liere, Secretary, Upper Coastal Plain RPO TAC

DESIGNATED RECIPIENT:  
Nash County

The Planning Work Program (PWP) is the instrument by which the Upper Coastal Plain Rural Transportation Planning Organization (RPO) describes to the North Carolina Department of Transportation (NCDOT) how the Upper Coastal Plain RPO plans to carry out the rural transportation planning process. The North Carolina General Assembly has determined that it is in the State's interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner which will efficiently maximize mobility of people and goods within and through rural areas (Senate Bill 1195). To accomplish this objective, Rural Transportation Planning Organizations, in cooperation with NCDOT, shall develop transportation plans (long range transportation plans), programs, and project priorities for rural areas within North Carolina. Such plans and programs shall provide for the development of transportation facilities (including, but not limited to, automotive, rail, bicycle, and pedestrian), which will function as an intermodal transportation system for North Carolina. The process for developing such plans, programs, and priorities shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems.

Each year the Upper Coastal Plain Rural Transportation Advisory Committee (RTAC), Rural Transportation Coordinating Committee (RTCC), and planning staff reviews the planning goals and objectives and identifies new projects for the coming year. This is done in coordination with the NCDOT Transportation Planning Branch. After considering the amount of work necessary to complete each task, an estimate of funding is developed for each task code.

This document should be used in conjunction with the adopted Prospectus for the Upper Coastal Plain RPO to view more detailed descriptions of work items to be performed by the Upper Coastal Plain RPO. The proposed activities for fiscal year 2008-2009 are as follows:

## **II-A Surveillance of Inventory Data**

### **II-A-2 Status of Transportation Plans**

**Estimated Percentage: 1%**

The Upper Coastal Plain RPO will provide an updated inventory of Transportation Plans and studies for member jurisdictions. In addition, the RPO will provide an updated CTP priority list to NCDOT-TPB.

**Deliverables:** Inventory and status of transportation plans along with a list of potential studies for DOT's consideration in FY 2010-2011.

### **II-A-3 Street System Inventory**

**Estimated Percentage: 3%**

The Upper Coastal Plain RPO will work with the Kerr-Tar RPO, Down East RPO, Eastern Carolina RPO, and Triangle J RPO to develop a data interoperability tool which will allow Edgecombe County to possess centerline data containing a standardized set of attributes consistent with the rest of the state. The final product of this project will allow NCDOT to better maintain their statewide centerline file, allowing NCDOT to provide individual counties with data as requested in an efficient and accurate manner. The data will also allow county planners, economic developers, and other government officials to access centerline attributes previously unavailable or difficult to access due to separate data collection and maintenance groups.

**Deliverables:** The Upper Coastal Plain RPO will provide Edgecombe County, the NCDOT-TPB, as well as the NCDOT-GIS with an Edgecombe County Centerline file which is consistent with and adheres to the standardized set of attributes determined by the GICC.

### **II-A-4 Traffic Accidents**

**Estimated Percentage: 4%**

The Upper Coastal Plain RPO will collect traffic accident data for the development of the Johnston, Nash, and Wilson County Comprehensive Transportation Plans.

**Deliverables:** The traffic accident data collected will be directly utilized in the development of the Johnston, Nash, and Wilson County CTP and therefore the deliverable for this line item will be the traffic accident data reports collected as well as the CTP documents in which the data is utilized.

**II-A-6 Dwelling Unit, Population, and Employment Changes**  
**Estimated Percentage: 8%**

The Upper Coastal Plain RPO will review, verify, and adjust any and all existing data regarding dwelling unit, population, and employment statistics for Johnston, Nash, and Wilson Counties as necessary for the Johnston, Nash, and Wilson County CTP development.

**Deliverables:** The Dwelling Unit, Population, and Employment data collected will be directly utilized in the development of the Johnston, Nash, and Wilson County CTP and therefore the deliverable for this line item will be the Dwelling Unit, Population, and Employment data reports for Johnston, Nash, and Wilson Counties as well as the CTP documents in which the data is utilized.

**II-A-9 Mapping/Data Inventory**  
**Estimated Percentage: 3%**

The RPO will create and maintain a database of maps and shapefiles for Edgecombe, Johnston, Nash, and Wilson Counties, including but not limited to zoning, land use, transportation, and infrastructure. In addition, the RPO will review current mapping and databases to determine what is available and what is needed.

**Deliverables:** A listing or database of available maps and data for use by the RPO and a list of items needed for future evaluation of the RPO.

## **II-B Long Range Transportation Plan (LRTP)**

### **II-B-1 Collection of Data**

**Estimated Percentage: 5%**

The Upper Coastal Plain RPO will collect GIS data from each county as well as municipalities which maintain independent data sets. The RPO will also collect data as requested by NCDOT-TPB to assist with the development of the Johnston, Nash, and Wilson County Comprehensive Transportation Plans. Additionally, the RPO will collect data to determine study needs and recommend special studies and will provide coordination for CTPs.

**Deliverables:** In-house inventory of Edgecombe, Johnston, Nash, and Wilson County GIS data sets and other CTP data collection as needed.

### **II-B-2 Collection of Network Data**

**Estimated Percentage: 7%**

The Upper Coastal Plain RPO will work with the Kerr-Tar RPO, Down East RPO, Eastern Carolina RPO, and Triangle J RPO to develop a data interoperability tool which will allow Johnston, Nash, and Wilson County to possess centerline data containing a standardized set of attributes consistent with the rest of the state. The final product of this project will allow NCDOT to better maintain their statewide centerline file, allowing NCDOT to provide individual counties with data as requested in an efficient and accurate manner. The data will also allow county planners, economic developers, and other government officials to access centerline attributes previously unavailable or difficult to access due to separate data collection and maintenance groups. These centerline files will be developed and utilized throughout the Johnston, Nash, and Wilson County CTP development process.

**Deliverables:** The Upper Coastal Plain RPO will provide Johnston, Nash, and Wilson County, the NCDOT-TPB, as well as the NCDOT-GIS with a County Wide and regional Centerline file which is consistent with and adheres to the standardized set of attributes determined by the GICC.

### **II-B-5 Community Goals and Objectives**

**Estimated Percentage: 5%**

The Upper Coastal Plain RPO will develop and distribute surveys in coordination with NCDOT Transportation Planning Branch as part of the Johnston, Nash, and Wilson County CTP development. This survey will identify information regarding origins and destinations, travel behavior, transit ridership, commercial vehicle usage, workplace commuting, freight movement, etc. Additionally, the RPO will collect the surveys and organize the data accordingly.

**Deliverables:** Surveys will be developed for Johnston, Nash, and Wilson County's. The written survey as well as the results from the surveys will be available for NCDOT-TPB as well as the general public for review. The survey as well as the results and conclusions will also be included in each county's CTP.

**II-B-7 Capacity Deficiency Analysis**  
**Estimated Percentage: 3%**

The Upper Coastal Plain RPO will work with NCDOT Transportation Planning Branch to develop the Capacity Deficiency maps as part of the Johnston, Nash, and Wilson County CTPs.

**Deliverables:** Capacity and Deficiency maps will be developed and available for the Johnston, Nash, and Wilson County CTPs.

**II-B-6 Transit Element of the LRTP**  
**Estimated Percentage: 3%**

The Upper Coastal Plain RPO will coordinate with NCDOT to study the current transit infrastructure within Johnston, Nash, and Wilson County's. This information will be used to determine the logistics and needs of Transit as a transportation choice within each county's respected CTP.

**Deliverables:** Transit study and conclusions will be made available to NCDOT-TPB as well as the general public for review and comments. The study and conclusions will also be included within each county's CTP.

**II-B-10 Bicycle & Pedestrian Element of the LRTP**  
**Estimated Percentage: 3%**

The Upper Coastal Plain RPO will coordinate with NCDOT to study the current Bicycle & Pedestrian infrastructure within Johnston, Nash, and Wilson County's. This information will be used to determine the logistics and needs of Transit as a transportation choice within each county's respected CTP.

**Deliverables:** The Bicycle & Pedestrian study and conclusions will be made available to NCDOT-TPB as well as the general public for review and comments. The study and conclusions will also be included within each county's CTP.

**II-B-17 Air Quality Planning/ Conformity Analysis**  
**Estimated Percentage: 2%**

The Upper Coastal Plain RPO will work to inform Edgecombe, Johnston, and Nash Counties of any and all requirements or funding programs available to nonconforming areas.

**Deliverables:** Documented CMAQ or other Air Quality correspondence between UCP RPO and Edgecombe, Johnston, or Nash County as well as resolutions regarding any applications for funding submitted by Edgecombe, Johnston, or Nash County.

### **III-A Plan Work Program**

#### **III-A Planning Work Program (PWP)**

**Estimated Percentage: 2%**

The Upper Coastal Plain RPO will annually prepare a Planning Work Program (PWP) which will provide detail on the projects, activities, and programs scheduled for the fiscal year as well as revise the current PWP as necessary.

**Deliverables:** A detailed Planning Work Program for FY 2010-2011 and updates to current PWP as necessary.

### **III-B Transportation Improvement Program (TIP)**

#### **III-B Transportation Improvement Program (TIP)**

**Estimated Percentage: 5%**

The Upper Coastal Plain RPO will develop and provide comments regarding 2011-2017 TIP projects for the Division 4 Public Comment Meeting. Staff will also work with NCDOT to formulate and submit prioritized TIP projects according to the proposed SPOT process.

**Deliverables:** Documented comments for Division 4 Public Comment Meeting

## **III-C Civil Rights Cmp./Otr. Reg. Reqs.**

### **III-C-1 Title VI**

**Estimated Percentage: 1%**

The Upper Coastal Plain RPO will work with low income, minority, and non-English speaking communities as part of the Johnston, Nash, and Wilson County CTP development.

**Deliverables:** Minutes and other forms of documentation will be provided to NCDOT-TPB and the general public regarding any and all meetings. This documentation will also be included within the completed Johnston, Nash, and Wilson County CTP documents.

### **III-C-2 Environmental Justice**

**Estimated Percentage: 2%**

The Upper Coastal Plain RPO will work to provide any and all information regarding to the Johnston, Nash, and Wilson County CTPs to low income, minority, and non-English speaking individuals.

**Deliverables:** Public notices, plans, and other information regarding the Johnston, Nash, and Wilson County CTPs provided in other languages as necessary.

### **III-C-7 Public Involvement**

**Estimated Percentage: 5%**

The Upper Coastal Plain RPO will comply with the Public Involvement Plan established by the RPO and ensure that the public is fully involved and properly notified. In addition, the RPO will make periodic presentations and conduct public meetings.

**Deliverables:** Update Public Involvement Plan, update website, presentations to member governments and other agencies, and provide copies of all public involvement materials developed by the RPO including but not limited to press releases, news stories, editorials, radio/TV announcements, brochures, public meeting agendas or announcements, or other handouts.

## **III-D Incidental Planning and Project Development**

### **III-D-3 Special Studies**

**Estimated Percentage: 15%**

The Upper Coastal Plain RPO will develop a regional intersection/interchange inventory which will identify major intersections or interchanges that access key economic development sites in Edgecombe, Johnston, Nash and Wilson Counties. The Inventory will provide details for county economic development agencies to use for marking properties situated at or near identify intersections.

**Deliverables:** The Upper Coastal Plain RPO will develop a written document identifying the process and the results of the study. The Upper Coastal Plain RPO will also work to develop a GIS website to automate site selection based on specific criteria specified by the user (ED agencies, County/ Town officials, NCDOT, Gen. Public, etc...)

### **III-D-4 Regional or Statewide Planning**

**Estimated Percentage: 10%**

The RPO will provide staffing and organizational assistance to each county level Transportation Committee as well as provide assistance with development of planning activities. The RPO will also participate in the local MPO (CAMPO and Rocky Mount MPO) meetings to represent the RPO's interest. The RPO will also participate in state wide NCARPO meetings as well as any other regional meetings that occur.

**Deliverables:** Documentation, as requested, of participation in local, regional and state level Transportation Committee or RPO meetings.

## **III-E Administration and Services**

### **III-E Administration and Services**

**Estimated Percentage: 13%**

Upper Coastal Plain RPO will expend administrative time for attending committee meetings, preparing agendas and minutes to these meetings, training, preparing progress reports, documenting expenditures for the various planning work items, and filing for reimbursement of expenditures. RPO staff will also be responsible for the administrative functions of both the RTCC and RTAC, and maintaining current membership and voting eligibility lists. Staff will develop and/or amend RTCC bylaws and RTAC bylaws. Staff will also maintain administrative procedural documents pertaining to RPO functions, such as Prospectus, Memorandum of Understanding, Funding Agreement, RTCC and RTAC Bylaws, Public Involvement Plan and other administrative agreements and procedures.

**Deliverables:** RTAC and RTCC meeting agendas, handouts, minutes and other related materials; Quarterly and annual progress reports submitted to NCDOT for funding reimbursement; amended RTAC and RTCC bylaws; updated Prospectus; other administrative documentation as necessary or requested by NCDOT.

Upper Coastal Plain RPO PWP FY 09-10					
TASK CODE	TASK DESCRIPTION	RPO Program Funds			%
		Highway / Transit		TOTAL	
		Local 20%	State 80%		
<b>II-A</b>	<b>Surveillance of Inventory Data:</b>				
II-A-1	Traffic Volume Counts	-	-	\$0	0.00%
II-A-2	Status of Transportation Plans	\$ 243	\$ 970	\$1,213	1.00%
II-A-3	Street System Inventory	\$ 728	\$ 2,911	\$3,639	3.00%
II-A-4	Traffic Accidents	\$ 970	\$ 3,882	\$4,852	4.00%
II-A-5	Transit System Data	-	-	\$0	0.00%
II-A-6	Dwelling Unit, Pop. & Emp. Change	\$ 1,941	\$ 7,764	\$9,705	8.00%
II-A-7	Air Travel	-	-	\$0	0.00%
II-A-8	Vehicle Occupancy Rates (Counts)	-	-	\$0	0.00%
II-A-9	Mapping / Data Inventory	\$ 728	\$ 2,911	\$3,639	3.00%
II-A-10	Central Area Parking Inventory	-	-	\$0	0.00%
II-A-11	Bike & Ped. Facilities Inventory	-	-	\$0	0.00%
<b>II-B</b>	<b>Long Range Transportation Plan:</b>				
II-B-1	Collection of Data	\$ 1,213	\$ 4,852	\$6,065	5.00%
II-B-2	Collection of Network Data	\$ 1,698	\$ 6,793	\$8,492	7.00%
II-B-3	Travel Surveys	-	-	\$0	0.00%
II-B-4	Forecast of Data to Future Year	-	-	\$0	0.00%
II-B-5	Community Goals & Objectives	\$ 1,213	\$ 4,852	\$6,065	5.00%
II-B-6	Forecast of Future Travel Patterns	-	-	\$0	0.00%
II-B-7	Capacity Deficiency Analysis	\$ 728	\$ 2,911	\$3,639	3.00%
II-B-8	Highway Element of the LRTP	-	-	\$0	0.00%
II-B-9	Transit Element of the LRTP	\$ 728	\$ 2,911	\$3,639	3.00%
II-B-10	Bicycle & Ped. Element of the LRTP	\$ 728	\$ 2,911	\$3,639	3.00%
II-B-11	Airport/Air Travel Element of LRTP	-	-	\$0	0.00%
II-B-12	Collector Street Element of LRTP	-	-	\$0	0.00%
II-B-13	Rail, Water or Other Mode of LRTP	-	-	\$0	0.00%
II-B-14	Freight Movement/Mobility Planning	-	-	\$0	0.00%
II-B-15	Financial Planning	-	-	\$0	0.00%
II-B-16	Congestion Management Strategies	-	-	\$0	0.00%
II-B-17	Air Qual. Planning/Conformity Anal.	\$ 485	\$ 1,941	\$2,426	2.00%
<b>III-A</b>	<b>Planning Work Program</b>	\$ 485	\$ 1,941	\$2,426	2.00%
<b>III-B</b>	<b>Transp. Improvement Plan</b>	\$ 1,213	\$ 4,852	\$6,065	5.00%

<b>III-C</b>	<b>CvI Rgts. Cmp./Otr .Reg. Reqs.</b>				
III-C-1	Title VI	\$ 243	\$ 970	\$1,213	1.00%
III-C-2	Environmental Justice	\$ 485	\$ 1,941	\$2,426	2.00%
III-C-3	Indirect and Cumulative Impact Anal.	-	-	\$0	0.00%
III-C-4	Minority Business Enterprise Plng.	-	-	\$0	0.00%
III-C-5	Planning for the Elderly & Disabled	-	-	\$0	0.00%
III-C-6	Safety/Drug Control Planning	-	-	\$0	0.00%
III-C-7	Public Involvement	\$ 1,213	\$ 4,852	\$6,065	5.00%
III-C-8	Private Sector Participation	-	-	\$0	0.00%
<b>III-D</b>	<b>Incidental Plng. &amp; Project Dev.</b>				
III-D-1	Transportation Enhancement Plng.	-	-	\$0	0.00%
III-D-2	Enviro. Analysis & Pre-TIP Plng.	-	-	\$0	0.00%
III-D-3	Special Studies	\$ 3,639	\$ 14,557	\$18,196	15.00%
III-D-4	Regional or Statewide Planning	\$ 2,426	\$ 9,705	\$12,131	10.00%
<b>III-E</b>	<b>Administration &amp; Services</b>	\$ 3,639	\$ 14,557	\$18,196	15.00%
<b>TOTALS</b>		<b>\$ 24,262</b>	<b>\$ 97,047</b>	<b>\$ 121,308</b>	<b>100.00%</b>

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A.P. Coleman, Chair,  
Upper Coastal Plain RPO TAC

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Date

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Daniel N. Van Liere, Secretary,  
Upper Coastal Plain RPO TAC

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Date