

**QUARTERLY PROGRESS REPORT  
FOR EXPENDITURE OF STATEWIDE RPO PLANNING FUNDS**

**MID-EAST RURAL PLANNING ORGANIZATION  
FY 2021-2022 QUARTER 4**

**QUARTERLY PROGRESS REPORT NARRATIVE**

The Mid-East Rural Planning Organization counties of Beaufort, Martin & Pitt as well as the 22 municipalities therein continue to collaborate on transportation matters throughout the region.

Sam Singleton was hired in May of 2022 as administrator of the Mid-East Rural Planning Organization. The following transportation work elements were undertaken during FY 21-22 Q4.

**II-1.1 DEVELOP CTP VISION**

The Mid-East RPO has been working in collaboration with the Pitt County Planning Department and NCDOT TPD to update the county's Comprehensive Transportation Plan (CTP). While the process is still underway, we have seen lots of progress made on their CTP. Meetings have been held monthly with a steering committee, hosted by the Pitt County Planning Department. Total funds used: \$1,000.00

**II-1.2 CONDUCT CTP NEEDS ASSESMENT**

The Mid-East RPO has worked in conjunction with the Pitt County Planning Department & NCDOT TPD to identify several needs for the updated CTP. Bike/Ped access, greenway development, and road upgrades have been identified as needs in this new plan. Total funds used: \$1,160.00

**II-2 PROJECT PRIORITIZATION**

In FY 21-22, the Mid-East RPO has worked on the prioritization several projects. Our TAC & TCC have worked diligently to discuss the 15<sup>th</sup> Street Improvement Project in Washington, NC and are nearing a decision on which concept to submit to STIP. Data has been extensively collected for future projects. Total funds used: \$1,885.00

**III-1.2 TCC/TAC WORK FACILITATION; ETHICS COMPLIANCE**

This year, the Mid-East RPO has prepared meeting minutes, agenda packets, informative documents, presentations, and other items for meetings with our TAC & TCC. Ethics compliance has also been monitored for TAC members. 4,503.00

**III-1.3 PROGRAM ADMINISTRATION**

The Mid-East RPO has worked to provide transportation-related data to TAC/TCC members, local governments, and citizens. We have also fielded questions from the public, governments,

and TAC/TCC members. Includes phone calls and emails. We have also been developing a new website for the Mid-East RPO to help distribute information and to provide contact information.  
2,787.00

#### **IV-1.1 PROGRAM-WIDE DIRECT COSTS**

The Mid-East RPO used funds for office supplies, printing, cost of space, professional services, hosted computer & telephone, an adobe subscription, and a standard ArcGIS Pro license.  
\$4,000.00

#### **IV-3.1 HOTEL COSTS**

Funds were used for a two-night hotel stay in Brevard, NC for the quarterly NC Association of RPO's meeting. \$392.00

#### **IV-5.1 CONFERENCE REGISTRATION**

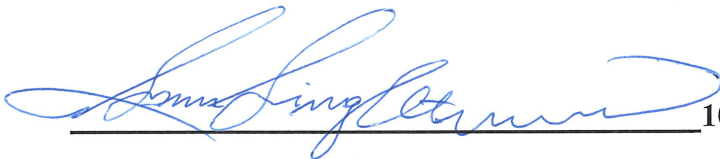
Funds were used to register for the Bike-Walk NC conference to be held in Greenville, NC in October 2022. \$125.00

**TOTAL Q4 EXPENDITURES: \$15,852.00**

**FEDERAL SHARE: \$12,681.60**

**LOCAL SHARE: \$3,170.40**

**Q4 REIMBURSEMENT: \$12,681.60**

 10/13/2022

**Sam Singleton, Mid-East RPO Administrator**