



TRANSPORTATION ADVISORY COMMITTEE
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TECHNICAL COORDINATING COMMITTEE
Brian Alligood, Chairman
James Rhodes, Vice-Chairman

August 17, 2023

Ms. Liamcy Hogan-Rivera, Transportation Engineer II
Transportation Planning Division
North Carolina Department of Transportation
1554 Mail Service Center
Raleigh, NC 27699-1554

Subject: Yearly Progress Report for the Expenditure of Statewide RPO Planning Funds - Fiscal Year 2022-2023

Dear Ms. Hogan-Rivera,

The Mid-East RPO continues to work in close partnership with our member governments and the North Carolina Department of Transportation in the transportation planning process for our region and the State. Fiscal Year 2022-2023 was an expansive and transformative year for our RPO. In August 2022, staff began the process of developing a website for the RPO. As part of this process, a new logo and branding pattern was also established. These initiatives have made our organization more uniform and accessible for the public to learn about the transportation planning process, and how to engage with our RPO.

In July 2022, our RPO was awarded SPR funding for use in the development of a plan for a greenway that connects the City of Washington to the City of Greenville. In early-2023, the Washington-Greenville Greenway Feasibility Study was officially launched, following the procurement of the project planning firm, McAdams. RPO Staff and McAdams Staff have worked in close collaboration on this project, which is almost 50% complete. To date, extensive amounts of data have been collected and multiple potential alternatives have been developed. A successful public survey was launched in April, with nearly 700 respondents. The study is expected to be completed in February 2024. In winter 2023, staff began developing projects for submittal in Prioritization 7.0. This process is ongoing, with adoption of our project submittal list expected to occur in September 2023.

Our Staff is looking forward to the continued growth and increased capacity of our RPO in FY 2023-2024. On behalf of the Technical Coordinating Committee (TCC) and Transportation Advisory Committee (TAC), we thank the North Carolina Department of Transportation for its continued support and investment in the Mid-East Rural Planning Organization.

Sincerely,

N. Bryant Buck, Executive Director
Mid-East Commission

Pat Harris, Director
Planning, Economic Development & Community Services
Mid-East Commission

Sam Singleton
Director, Mid-East RPO
Transportation Planner, Mid-East Commission

Beaufort County
Aurora – Bath – Belhaven
Chocowinity – Pantego
Washington – Washington Park

Martin County
Bear Grass – Everetts – Hamilton
Hassell – Jamesville – Oak City
Parrale – Robersonville
Williamston

Pitt County
Bethel – Falkland – Farmville
Fountain – Grifton
Grimesland

**MID-EAST RURAL PLANNING ORGANIZATION
FY 2022-2023 PLANNING WORK PROGRAM
YEARLY NARRATIVE**

I-1: DATA COLLECTION AND ASSESSMENT - \$3,225.62

I-1.1: Highway - \$2,150.62

Staff worked on collecting highway data for several projects in development, and for potential Prioritization 7.0 project submittals.

I-1.2: Other Modes - \$1,075.00

Staff has collected multimodal data for the Washington-Greenville Greenway Feasibility Study, and for several potential Prioritization 7.0 project submittals (Aviation, Bike/Ped, Ferry, Public Transit, and Rail).

II-1: COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT – 3,427.04

II-1.3: Analyze Alternatives and Environmental Screening - \$502.04

Staff analyzed all recommended alternatives in the Draft Pitt County CTP.

II-1.4: Develop Final Plan - \$2,925.00

Staff attended steering committee meetings with Pitt County & NCDOT TPD to discuss the CTP update and provided feedback and requested data. Staff also worked with Pitt County and NCDOT TPD to identify and develop a potential Prioritization 7.0 Project recommended in the CTP update. Staff also attended and the public feedback session held in November 2022.

II-2: PRIORITIZATION - \$16,362.16

II-2.1 Project Prioritization - \$16,362.16

Staff has worked on preparing for Prioritization 7.0 Project Submittals. This included the analysis of Comprehensive Transportation Plans, data review/research, coordination with local governments, presentations/meetings with TCC/TAC representatives, GIS mapping of projects, and overall collaboration with NCDOT.

II-3: PROGRAM AND PROJECT DEVELOPMENT - \$ 1,675.00

II-3.1: STIP Participation - \$1,675.00

Staff worked with NCDOT Staff & TCC/TAC representatives to investigate and finalize carryover projects from Prioritization 6.0 for resubmittal in Prioritization 7.0.

II-4: GENERAL TRANSPORTATION PLANNING - \$21,000.90

II-4.1: Regional and Statewide Planning - \$5,145.90

Staff attended meetings for the following throughout FY 2022-2023: Highway 17/64 Association, Southern Albemarle Association, Beaufort Area Transit System TAB, Martin County Transit TAB, Clean Transportation Infrastructure Workgroup, Greater Rocky Mount/Wilson/Greenville Regional Transit Plan, Greenville Urban Area MPO TCC, Mileage-Based User Fee, NCSU ITRE Passenger

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Ferry Study, NCDOT/vhb Vulnerable Road Users Safety Assessment, NC Association of RPOs, NC Association of MPOs (As RPO Liaison) and various express design meetings for highway projects.

II-4.2: Special Studies, Projects and Other Trainings - \$15,855.00

Staff initiated and went through procurement process for Washington-Greenville Greenway Feasibility Study and oversaw/guided/coordinated with consultant in development of the study. Staff also managed billing and payments for study. Staff also worked with East Carolina University interns on developing a public relations / economic impact assessment plan for the aforementioned study. Staff also attended STI training in May 2023.

III-1: ADMINISTRATIVE ACTIVITIES - \$19,079.30

III-1.1: Administrative Documents - \$125.00

Staff managed quarterly invoices for RPO activities and began preliminary planning for TCC/TAC bylaw updates.

III-1.2: TCC/TAC Work Facilitation; Ethics Compliance - \$3,970.00

Staff prepared for and held five regular (joint) meetings of the TCC/TAC and one (joint) special meeting of the TCC/TAC. Staff also ensured State Ethics Commission compliance for existing and new TAC representatives.

III-1.3: Program Administration - \$14,984.30

Staff provided transportation-related information to the public, NCDOT, municipal & county staff, elected officials, and consulting/planning/engineering firms. Staff also worked jointly with NCDOT, elected officials, County & Municipal Staff, and other relevant partners on transportation projects. Staff also developed and updated RPO website and social media.

IV-1: PROGRAMMATIC DIRECT CHARGES - \$19,559.37

IV-1.1: Program-Wide Direct Costs - \$19,559.37

The following program-wide direct charges were incurred by the RPO: Office supplies, printing costs, cost of space, professional services, hosted computer & telephone, subscriptions, ArcGIS Pro, and conference room equipment for hybrid TCC/TAC and other RPO-related meetings.

IV-3: LODGING, MEALS, INCIDENTALS - \$58.05

IV-3.2: Meal Costs - \$58.05

Staff-purchased meals during the July 2022 quarterly meeting of the NC Association of RPOs in Brevard, NC.

IV-4: POSTAGE - \$4.77

IV-4.1: Mailings - \$4.77

Postage fees for mailed letters/documents.

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IV-5: REGISTRATION/TRAINING - \$550.00

IV-5.1: Conference Registration - \$550.00

Registration fees for the 2022 Bike/Walk NC Conference and the 2023 NC Association of MPOs Conference (Both in Greenville, NC).

V-1: INDIRECT COSTS APPROVED BY COGNIZANT AGENCY - \$33,292.78

V-1.1: Incurred Indirect Costs - \$33,292.78

Indirect costs incurred by Mid-East Commission / RPO

RPO PROGRAM TOTAL EXPENDITURES FOR FY 2022-2023: \$118,234.99

FEDERAL SHARE 80%: **\$94,587.99**

LOCAL SHARE 20%: **\$23,647.00**

PERCENTAGE OF TOTAL BUDGET (\$132,969.00): **88.92%**

VI-1: SPECIAL SPR ALLOCATION (PROJECT #1) – \$55,279.01

VI-1.1: Washington-Greenville Greenway Feasibility Study – \$55,279.01

FEDERAL SHARE: **\$44,223.21**

STATE SHARE: **\$8,291.86**

LOCAL SHARE: **\$2,763.96**

Special SPR Funds expended on Washington-Greenville Greenway Feasibility Study in FY 2022-2023.

Consultant (McAdams) conducted kickoff meeting with MERPO Staff, began gathering GIS data, established preliminary route alignments, established study area with MERPO Staff, developed project schedule, reviewed previous plans, conducted bi-weekly project, Working Group meeting #1, Site Visit, Completed existing conditions analysis, survey, survey analysis, stakeholder meetings, developed preliminary alignments, Working Group meeting #2, continued stakeholder meetings.