



## High Country Rural Planning Organization (RPO)

Municipalities and Counties of  
Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey

*“Serving North Carolina’s High Country with Continuing, Cooperative, and  
Comprehensive Transportation Planning”*



Mike Inscore, RTAC Chair

David Graham, Transportation Planner

Nathan Bennett, RTCC Chair

### **RURAL TRANSPORTATION COORDINATING COMMITTEE (RTCC)**

#### **Agenda** **May 17, 2017** **10:00 AM**

1. Call to Order (Nathan Bennett, RTCC Chair)

#### **Action Items**

2. Approval of February 15, 2017 Minutes (RTCC Chair)
3. Approval of the FY 2017-2018 Planning Work Program (David Graham)
4. Approval of the 2017-2022 Five Year Calendar (David Graham)

#### **Informational Items**

5. Project Team Lead Engineer Overview (Kristina Solberg, PE & Dean Ledbetter, PE)
6. Project Development Update (David Graham)
7. Division Engineers’ Report (NCDOT Division 11 and Division 13 Representatives)
8. Transportation Planning Branch Update (Pam Cook PE, NCDOT)

#### **Other Items**

9. Committee Member Comments/Other Business
10. Public Comment
11. Adjournment

**HIGH COUNTRY RPO**  
**RURAL TRANSPORTATION COORDINATING COMMITTEE (RTCC)**  
**February 15, 2017**  
**MINUTES**

The Rural Transportation Coordinating Committee held their quarterly meeting February 15, 2017 at 10:00 AM in the High Country Council of Governments offices at 468 New Market Blvd., Boone, North Carolina. The following members were present:

Adam Stumb-Ashe County  
Cathy Howell-Town of Jefferson  
Brantley Price-Town of West Jefferson  
Joe Furman-Watauga County  
Neal Winebarger-ASU  
Charles Hardin-Blowing Rock Chamber  
Melynda Pepple-Avery Chamber  
Mike Norwood-Wilkes Transportation  
Larry South-Town of North Wilkesboro  
Ken Noland-Town of Wilkesboro  
Kevin Rothrock-Town of Blowing Rock  
Mike James-Alleghany County  
Pam Cook-NCDOT-TPB

Rachel Deal-Town of Crossnore  
Nathan Bennett-Yancey County  
Millie Barbee-West Jefferson TDA  
Sheila Blalock-Mitchell Transit  
Debbie Powers-Town of Seven Devils  
John Ward-Town of Boone  
David Jackson-Boone Chamber  
Phil Trew-High Country COG  
Richard Canipe-Town of Spruce Pine  
Debbie Smith-Avery Transportation  
Cathy Barr-Ashe County  
John Yates-Wilkes County  
Dean Ledbetter-NCDOT-Div 11

Guests present were Cole Hood-NCDOT-Div 13, Chris Guffey-NCDOT Div 13 and Blair Chambers-NCDOT-PTD.

The following staff members were present from High Country Council of Governments: Shane Fox-Executive Director, Phil Trew-Planning Director, David Graham-Transportation Planner and Kathy Combs-Finance Technician.

**CALL TO ORDER**

Chair Nathan Bennett called the meeting to order.

**APPROVAL OF NOVEMBER 16, 2016**

Chair Nathan Bennett asked for a motion for approval of the November 16, 2016 minutes, (Attachment A). Motion for approval was made by Cathy Howell. Motion was seconded by Ken Noland. Motion carried.

**RIGHT-OF-WAY FOR PRIORITIZATION OF BICYCLE AND PEDESTRIAN PROJECTS**

David Graham presented an overview of the current right-of-way policy, the obstacles encountered in obtaining right-of-way and the point assessment and prioritization of bicycle and pedestrian projects. After discussion it was determined that a change to the point system would be helpful in the prioritizing of projects and that completion of right-of-way acquisition would no longer be a requirement in order for projects to be ranked. Joe Furman made a motion to amend the point system so that 10 points would be assigned to projects that had obtained at least 50% of the right-of-way secured. Motion was seconded by Ken Noland. Motion carried.

**PUBLIC TRANSPORTATION DIVISION OVERVIEW**

Blair Chambers reported on the Public Transportation Division which was created in 1974 to administer federal & state grant programs for transit. The Public Transportation Division works with transit systems in all 100 North Carolina counties offering technical support and training. The application process for FYE 2018 have just been completed and will be submitted to the NCDOT Board.

**DRAFT STATE TRANSPORTATION IMPROVEMENT PROGRAM UPDATE**

David Graham presented the priority needs list in the Draft 2017-2027 STIP. Nine projects are committed projects, meaning they no longer go through the prioritization process. Four projects are in the STIP program and are to be re-prioritized. All other listed projects will require resubmission.

**PROJECT DEVELOPMENT UPDATE**

Mr. Graham gave an update on current projects in the region.

**DIVISION ENGINEERS' REPORT**

Dean Ledbetter, NCDOT Div 11 and Chris Guffey, Div 13 reported on current construction projects in the region.

**NCDOT TRANSPORTATION PLANNING BRANCH UPDATE**

Pam Cook gave the TPB update, reporting that the Wilkes County CTP is in the final stages of completion.

Letters for funding will be going out the week of February 20, 2017.

In the very near future, traffic forecasts will be available online.

**COMMITTEE MEMBER COMMENTS/OTHER BUSINESS**

David Graham reported that the North Carolina Secretary of Transportation, James Trogon will be attending the RTAC meeting today at 2 pm and invited everyone to attend.

An email has been sent to all town and county managers concerning NCDOT's Strategic Prioritization Office of Transportation's pre submittal coordination process for the next round of project prioritization that will begin in the spring of 2017. SPOT is looking for projects that have not been previously submitted and the deadline for submission is February 24, 2017.

A Cycle North Carolina video was shared. The bike ride will be September 30, 2017 through October 7, 2017, covering approximately 400 miles. The ride will start in Jefferson, with stops in Elkin, Oak Ridge, Chapel Hill, Knightdale, Wilson, Kinston and ending in Swansboro.

**PUBLIC COMMENT**

None.

**ADJOURNMENT**

The meeting was then adjourned by Nathan Bennett.

## **2017-2018 Planning Work Program (PWP) Summary**

### **Data Collection and Assessment - \$15,000.00**

- SPOT Project Mapping
- Commuting Data
- 911 Mapping (Wilkes and Watauga Counties)
- STIP Update Mapping

### **Comprehensive Transportation Plan (CTP) Development - \$50,000.00**

- Mitchell CTP Facilitation
- Comprehensive Transportation Plan (CTP) Priority List
- Mitchell Community Understanding Report (CUR)
- Mitchell County Goals & Objectives Survey Distribution Facilitation
- Collection of Mitchell County Employment/Population Data
- Mitchell County Socioeconomic Data
- Develop/Review of Maps for Mitchell County
- CTP's Measures of Effectiveness (MOE)

### **Prioritization and Program Development - \$30,000.00**

- Prioritization of Local Projects, Bike, & Transit
- SPOT Local Point Entry
- Public Workshop for STIP
- Local Government Candidate Project Assessment/Facilitation
- Public Workshop for 19-29 STIP

### **Project Development - \$5,000.00**

- Projects in Project Development and Environmental Analysis (PDEA)
- Local Input on Bridge Projects

**General Transportation Planning - \$21,813.00**

- North Carolina Association of Rural Planning Organizations (NCARPO) Quarterly Meetings
- Attend Meetings/Correspond with 1st Tennessee & Mt. Rogers Rural Planning Organization (RPO)
- NCARPO Administrative Documents Committee
- Western RPO Meeting(s)
- Grant Application(s)

**Administration of Transportation Planning and Policies - \$37,750.00**

- FY 17-18 Planning Work Program (PWP)
- 2017-2022 Calendar
- Reports/Invoices/Deliverables/Annual Report
- RPO Meetings/Ethics Correspondence
- Indirect Cost Report
- Transportation Related Meetings
- Newsletter
- Annual Report
- Website Maintenance
- Public Correspondence

**Total FY 2015-2016 RPO Program Funds**

**Local:           \$31,913.00**  
**State:           \$127,650.00**  
  
**Total:           \$159,563.00**

**FY 2017-2018  
PLANNING WORK PROGRAM  
ANNUAL PROPOSED FUNDING SOURCES TABLE  
High Country Rural Planning Organization**

TASK CODE	TASK CODE/ WORK PRODUCT DESCRIPTION	WORK PRODUCT FORMAT	GEOGRAPHY	PRIMARY PROJECT # (IF APPLICABLE) FY_17-18	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		TOTAL
					LOCAL 20%	STATE 80%	
<b>I. DATA COLLECTION AND ASSESSMENT</b>					<b>\$ 3,000</b>	<b>\$ 12,000</b>	<b>\$ 15,000</b>
I-1	<b>DATA COLLECTION AND ASSESSMENT</b>						
I-1.1	CTP Inventory and Assessment						
	SPOT Project Mapping	Map	Region	1718_001			
I-1.2	Bicycle and Pedestrian Inventory and Assessment						
I-1.3	Parking Inventories						
I-1.4	Vehicle Occupancy Rates (VOR) Counts and Assessment						
I-1.5	Traffic Volume Counts and Assessment						
	Commuting Data	Map	Region	1718_002			
I-1.6	Crash Data and Assessment						
I-1.7	Public Transportation Service Data and Assessment						
I-1.8	Multimodal Data Collection and Assessment						
	E 911 Road Centerline Mapping	Map	Wilkes/Watauga	1718_003			
	STIP Update Mapping	Map	Region	1718_004			
I-1.9	Freight Data Collection and Assessment						
I-1.10	Socioeconomic Data Inventory						
I-1.11	Environmental and Land use Data Inventory and Assessment						
I-1.12	Demographic Data Collection and Assessment						
<b>II. TRANSPORTATION PLANNING</b>					<b>\$ 10,000</b>	<b>\$ 40,000</b>	<b>\$ 50,000</b>
II-1	<b>COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT</b>						
II-1.1	<b>Develop CTP Vision</b>						
II-1.1.a	CTP Study Setup						
	Mitchell CTP Facilitation	Meeting	Mitchell	1617_008			
	CTP Priority List	Report	Region	1617_009			
	Mitchell CUR	Report	Mitchell	1617_011			
II-1.1.b	Local CTP Vision						
	Mitchell County Goals & Objectives Survey Distribution Facilitation	Administrative	Mitchell	1617_037			
II-1.2	<b>Conduct CTP Needs Assessment</b>						
II-1.2.a	Data Collection and Assessment						
	Collection of Mitchell County Employment/Population Data	Spreadsheet	Mitchell	1617_010			
II-1.2.b	Current and Future Year Data Endorsements						
	Mitchell County Socioeconomic Data	Report	Mitchell	1718_006			
II-1.2.c	Deficiency Assessment						
II-1.3	<b>Analyze Alternatives and Environmental Screening</b>						
II-1.3.a	Alternatives Assessment						
II-1.3.b	Local Alternative Consensus						
II-1.4	<b>Develop Final Plan</b>						
II-1.4.a	Develop CTP Maps						
	Develop/Review of Maps for Mitchell County	Map	Mitchell	1718_005			
II-1.4.b	Local Endorsement						
II-1.4.c	Adopt Plan						
II-1.4.d	CTP Document						
	CTP's Measures of Effectiveness (MOE)	Report	Region	1718_007			
II-1.4.e	CTP and Local Land Use Revisions						
II-1.4.f	Development of Local Implementation Strategies						
II-2	<b>PRIORITIZATION AND PROGRAM DEVELOPMENT</b>				<b>\$ 6,000</b>	<b>\$ 24,000</b>	<b>\$ 30,000</b>
II-2.1	<b>Local Project Prioritization</b>						
II-2.1.a	Local Project Prioritization						
	Prioritization of Local Projects, Bike, & Transit	Spreadsheet	Region	1718_008			
	SPOT Local Point Entry	Administrative	Region	1718_009			
II-2.1.b	Project Entry and SPOT Prioritization Process						
II-2.2	<b>STIP Participation</b>						
II-2.2.a	STIP Participation						
	Public Workshop for STIP	Meeting	Region	1718_010			
	Local Government Candidate Project Assessment / Facilitation	Meeting	Report	1718_011			
	Public Workshop for 19-29 STIP	Meeting	Report	1718_012			
II-3	<b>PROJECT DEVELOPMENT</b>				<b>\$ 1,000</b>	<b>\$ 4,000</b>	<b>\$ 5,000</b>
II-3.1	<b>Problem Statement and Purpose and Need</b>						
II-3.1.a	Purpose and Need Data						
II-3.1.b	Public Involvement Strategies						
II-3.2	<b>Merger Process</b>						
II-3.2.a	Meeting Attendance						
	Projects in PDEA	Report	Region	1718_013			
II-3.2.b	Review and Comment						
	Local Input on Bridge Projects	Report	Region	1718_014			
II-3.3	<b>Indirect and Cumulative Effects</b>						
II-3.3.a	ICE Assessment of Probable Growth						
II-4	<b>GENERAL TRANSPORTATION PLANNING</b>				<b>\$ 4,363</b>	<b>\$ 17,450</b>	<b>\$ 21,813</b>
II-4.1	<b>Regional or Statewide Planning</b>						
II-4.1.a	Regional or Statewide Planning						
	NCA/RPO Quarterly Meetings	Meeting	Region	1718_015			
	Attend/Correspond with 1st Tennessee/Mt. Rogers RPO	Meeting	Region	1718_016			
II-4.1.b	Special Studies and Projects						
	NCA/RPO Administrative Documents Committee	Meeting	Region	1718_017			
	Western RPO's Meeting(s)	Meeting	Region	1718_018			
II-4.1.c	CMAQ Planning						
II-4.1.d	Air Quality Assessment						
II-4.1.e	Alternative Funding						
	Grant Application(s)	Report	Region	1718_019			
II-4.1.f	Training and Certification						
II-4.2	<b>Title VI</b>						
II-4.2.a	RPO Affirmation of Title VI Compliance						
II-4.2.b	Transportation Initiatives and ADA Compliance						
II-4.2.c	Environmental Justice Assessment						
II-4.2.d	Limited English Proficiency (LEP) Assessment						
<b>III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES</b>					<b>\$ 7,550</b>	<b>\$ 30,200</b>	<b>\$ 37,750</b>
III-1	<b>ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT</b>						
III-1.1	<b>Administrative</b>						
III-1.1.a	Planning Work Program						
	FY 18-19 PWP	Spreadsheet	Region	1718_020			
III-1.1.b	5-Year Planning Calendar						
	2018-2023 Calendar	Report	Region	1718_021			
III-1.1.c	Quarterly Invoice and Progress Reports						
	Reports/Invoices/Deliverables/Annual Report	Report	Region	1718_022			
III-1.1.d	TCC/TAC Work Facilitation						
	RPO Meetings/Ethics Correspondence	Meeting	Region	1718_023			
III-1.1.e	Regulatory Documents						
	Indirect Cost Report	Report	Region	1718_024			
III-1.1.f	Miscellaneous Expenses						
	Transportation Related Meetings	Meeting	Region	1718_025			
III-1.2	<b>Public Involvement</b>						
III-1.2.a	Public Involvement Plan (PIP)						
	Newsletter	Report	Region	1718_026			
	Annual Report	Report	Region	1718_027			
	Website Maintenance	Other	Region	1718_028			
	Public Correspondence	Meeting	Region	1718_029			
III-1.2.b	Documentation of Public Input						
<b>TOTAL</b>					<b>\$ 31,813</b>	<b>\$ 127,650</b>	<b>\$ 159,563</b>

Approved by the TAC on \_\_\_\_\_, 2017.

\_\_\_\_\_  
Signature, TAC Chairman

\_\_\_\_\_  
Signature, RPO Secretary

**HIGH COUNTRY RPO  
Five-Year Planning Calendar 2017-2022**

Year	Planning Product			Planning Task			
	Planning Work Program	Long-Range Transportation Planning (CTP)	Recommendations to State TIP	Data Inventory	GIS Development	Special Studies	Regulatory Requirements
FY 17-18	Final May 2018	CTP Prioritization Interface with NCDOT and Mitchell County	Priority Needs List for Draft 2019-29 STIP	Collection of Data Needed for the Mitchell County CTP	Transit System Mapping, Data to support Mitchell County CTP, 2017-2027 STIP Shapefiles, Maintenance of county road centerline files	Non-NCDOT Grant Applications, Other special studies as requested	Newsletter, Website Maintenance, and Mapping of Low Income/Minority Populations
FY 18-19	Final May 2019	CTP Prioritization Interface with NCDOT and Mitchell County	Comments for 2019-29 STIP	Collection of Data needed for the completion of Mitchell County CTP	Transit System Mapping, Maintenance of county road centerline files	Non-NCDOT Grant Applications, Other special studies as requested	Newsletter, Website Maintenance, and Mapping of Low Income/Minority Populations
FY 19-20	Final May 2019	CTP Prioritization Interface with NCDOT and Yancey County	Priority Needs List for Draft 2021-31 STIP	CUR Data for Yancey County	Transit System Mapping, Data to support Yancey County CTP, and 2019-2029 STIP Shapefiles, Maintenance of county road centerline files	Non-NCDOT Grant Applications, Other special studies as requested	Newsletter, Website Maintenance, and Mapping of Low Income/Minority Populations
FY 20-21	Final May 2020	CTP Prioritization Interface with NCDOT and Yancey County	Comments for 2021-31 STIP	Collection of Data for Yancey County & Ashe County CTP Updates	Transit System Mapping, Data to support Ashe County CTP update, and Maintenance of county road centerline files	Non-NCDOT Grant Applications, Other special studies as requested	Newsletter, Website Maintenance, and Mapping of Low Income/Minority Populations
FY 21-22	Final May 2021	CTP Prioritization Interface with NCDOT and Ashe County	Priority Needs List for Draft 2023-33 STIP	CUR Data for Ashe County	Transit System Mapping, Data to support Alleghany County CTP, and 2021-2031 STIP Shapefiles, Maintenance of county road centerline files	Non-NCDOT Grant Applications, Other special studies as requested	Newsletter, Website Maintenance, and Mapping of Low Income/Minority Populations

Approved by High Country RPO on May 17, 2017

\_\_\_\_\_  
Chair, RTAC

\_\_\_\_\_  
David Graham, Secretary, RTAC

# MAY 2017 PROJECT UPDATE

(Draft 2017-2027 STIP)

## HIGHWAY PROJECTS

### US 221 (R-2915): US 421 to US 221 Business/NC 88

**Description:** *US 221, US 421 in Watauga County to US 221 Business/ NC 88 in Jefferson. Widen to four lanes divided*

Section A: Under Construction with B Section  
Section B: Under Construction with A Section  
Section C: Under Construction  
Section D: Under Construction  
Section E: Right of Way 2017  
Construction 2019

### US 19E (R-2519B): Jacks Creek Rd to Spruce Pine

**Description:** *US 19E, SR 1336 (Jacks Creek Road) to multi-lane section west of Spruce Pine. Widen to multi-lanes. (Includes B-3268)*

Section B: Under Construction

### NC 18 (R-3405): Mountain View Road to Yellow Banks Road

**Description:** *NC 18, SR 1002 (Mountain View Road) to SR 1717. Widen to three lanes.*

Under construction

### NC 268 (R-2603): NC 18 to Airport Road

**Description:** *NC 268, Multi-lanes east of NC 18 to SR 1966. Widen to multi-lanes.*

Under Construction

### Sparta Western Loop (R-4060): Grandview Drive to US 21

**Description:** *US 21 Sparta Western Loop, SR 1172 (Grandview Drive) to US 21. Two lanes on new location.*

Under Construction





**SR 1522 (Deerfield Road), State Farm Road to SR 1523 (Wilson Ridge Road) (R-5830)**

**Description:** *Upgrade Roadway.*

Right-of-Way	2018
Construction	2020

**NC 105, US 321 to NC 105 Bypass (U-5603)**

**Description:** *Upgrade Roadway.*

Right-of-Way	2020
Construction	2022

**US 421, Oakwoods Road/Brushy Mountain Road (SR 1001); Edgewood Road (SR 2461), (R-5755)**

**Description:** *Construct Roundabout*

Construction	2017
--------------	------

**NC 115, From US 421 to 2nd Street (R-5759)**

**Description:** *Widen Existing Roadway.*

Right-of-Way	2020
Construction	2022

**SR 1001 (Oakwoods Road), From US 421 to NC268 (East Main St.) (R-5772)**

**Description:** *Upgrade Existing Roadway.*

Right-of-Way	2020
Construction	2022

**US 321/421, From US 321/421 Junction Near Vilas to SR 1107 (Boone Bypass) (R-2615)**

**Description:** *Widen to Multi Lanes.*

Right-of-Way	2022
Construction	2022

**New Route, Construct Access Road off SR 1129 (Henredon Road) (R-5528A)**

**Description:** *Construct access road from end of phase I project.*

Construction            2017

**NC 88, NC 88 to NC 194 (R-5832)**

**Description:** *Upgrade roadway.*

Right-of-Way            2022

Construction            2024

**US 221 Business, US 221 Business (South Jefferson Avenue), NC 194 and SR 1248 (Beaver Creek School Road) (R-5833)**

**Description:** *Construct superstreet intersection.*

Right-of-Way            2023

Construction            2025

**BICYCLE & PEDESTRIAN PROJECTS**

**US 221 Sidewalk (EB-5798): From Moses H. Cone Memorial Park to Main Street Blowing Rock**

**Description:** *Construct sidewalk along US 221*

Construction            Delay construction to 2017 to allow additional time for design

**AVIATION PROJECTS**

**Ashe County Airport, (AV-5750)**

**Description:** *Acquire land and existing hangers north of runway 10 threshold and adjacent to airport property*

Right-of-Way            2020

**Ashe County Airport, (AV-5848)**

**Description:** *Construct apron expansions*

Construction            2022