

FY 2021

**French Broad River MPO
Unified Planning Work Program**

**FRENCH
BROAD
RIVER**

METROPOLITAN PLANNING
ORGANIZATION
A PROGRAM OF LAND OF SKY

**Fiscal Year 2021 Unified Planning Work Program
for the
French Broad River Metropolitan Planning Organization**

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INTRODUCTION

In compliance with Federal law and guidelines, the French Broad River Metropolitan Planning Organization (FBRMPO) has developed a Unified Planning Work Program (PWP) for Fiscal Year 2021 that will help to carry out a cooperative, comprehensive, and continuous transportation planning process for the FBRMPO Planning Area.

In general, the PWP is the FBRMPO's budget for personnel tasks and planning studies, either carried out by the MPO or studies using MPO planning funds carried out by member governments. The PWP is largely funded by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), with reimbursements managed by the North Carolina Department of Transportation. PWP's can have five general funding sources:

-Statewide Planning and Research Program (SPR)- These funds are used by NCDOT to conduct work for the French Broad River MPO. (No SPR funds are programmed in FY 2021 PWP)

-FHWA Section 104(f) Funds- These funds are dedicated to MPO planning areas to perform metropolitan transportation planning tasks. A 20% local match is required.

-FTA Section 5303 Funds- These funds are used for transit planning in the MPO planning area by the region's 5303 Direct Recipient, the City of Asheville. The FTA provides 80% of these funds, NCDOT provides 10%, and the City of Asheville provides the 10% local match

-FHWA Surface Transportation Block Grant Program- Direct Attributable Funds- The funds are dedicated to Transportation Management Areas and these funds can be used for transportation planning. A 20% local match is required.

The local match requirements are shared by dues paying members of the French Broad River MPO in direct proportion to population within the MPO, per the 2010 US Census.

NARRATIVE OF SECTION 104(f) WORK TASKS TO BE PERFORMED

II-A Data and Planning Support		
II-A-1	Networks and Support Systems	MPO staff will maintain spatial data related to the planning area including roadway network changes, bike/ped infrastructure network changes, parking inventory changes, traffic volumes, crashes, bike/ped counts, other data related to Vehicle Miles Traveled and roadway capacity deficiencies.
II-A-2	Travelers and Behavior	MPO staff will begin to plan and develop updating base year data information for population, housing, and employment in the five-county area for the 2050 MTP, as well as collecting data related to travel-time and congestion-related data.
II-A-3	Transportation Modeling	MPO staff will work with NCDOT TPD staff to maintain the region's travel demand model, look at potential changes to the model's TAZs, and researching potential for the development of an active transportation model. <u>WORK PRODUCT:</u> Updated TAZs for the Travel Demand Model
II-B Planning Process		
II-B-1	Targeted Planning	MPO staff will continue coordination activities with the region's Clean Air Campaign, Clean Vehicle Coalition, and Land of Sky Resiliency efforts; begin more coordination with NCDOT Freight Planning efforts in the region; develop updated congestion and growth reports; participate in continued FAST Act and other planning training and workshop efforts.
II-B-2	Regional Planning	Complete the 2045 MTP and make amendments as necessary, continue to develop the Regional Trail effort, work with transit providers on implementing the 5307 sub-allocation study; amend the CTP, as necessary. <u>WORK PRODUCT:</u> The 2045 MTP
II-B-3A	Special Studies Operations	MPO staff will continue to provide support and oversight of on-going special studies in the region, including special studies managed in-house (TDM)

II-B-3B	Corridor Studies Operations	MPO staff will manage the corridor studies that will continue from FY 2020, including the Hendersonville Road Corridor Study and the Tunnel Road Corridor Study.
II-B-3C	Special Studies Pass-Through	Special Studies pass-through for FY 2021 is expected to only include the on-going TDM program, but several studies are expected to continue from the 2020 PWP, including the Hendersonville Road and Tunnel Road Corridor Studies.
III-A Planning Work Program		
III-A-1	Planning Work Program	<p>The MPO will develop a Planning Work Program in accordance with Federal requirements, with the guidance of the Technical Coordination Committee and MPO Board, a 5-year work plan, and maintain MPO certification.</p> <p><u>WORK PRODUCT:</u> FY 2022 PWP</p>
III-A-2	Metrics and Performance Measures	<p>MPO staff will prepare quarterly reports to NCDOT Transportation Planning Division as well as prepare for and hold the MPO’s certification review with FHWA and FTA, scheduled for the fall of 2020.</p> <p><u>WORK PRODUCT:</u> Quarterly Reports and Certification Review Findings</p>
III-B Transportation Improvement Program		
III-B-1	Prioritization	<p>The MPO will continue to participate in the Statewide Prioritization Process as mandated by the Strategic Transportation Investments Act of 2012. In FY 2021, the MPO expects to engage the public in P 6.0 activities, prioritize Regional Impact and Division Needs Local Input Points, provide guidance to local boards, local officials, and the public on the prioritization process.</p> <p><u>WORK PRODUCT:</u> Local Input Point Methodology, Public Survey for P 6.0, and Local Input Point Assignment Documents</p>

III-B-2	Metropolitan TIP	<p>The MPO will maintain the TIP in coordination with NCDOT, transit providers, and local governments, and provide any remaining work tasks for the programming of STBGDA, TAPDA, 5310, and JARC funds.</p> <p>WORK PRODUCT: Amendments to the 2020-2029 TIP and required public input and documentation.</p>
III-B-3	Merger/Project Development	<p>THE MPO will continue to participate in project development meetings, including major projects in the Merger Process as well as local projects, as needed.</p>
III-C Civil Rights Compliance (Title VI) and Other Regulatory Requirements		
III-C-1	Title VI Compliance	<p>The MPO will maintain Civil Rights statistics to maintain compliance with FTA and other agency requirements and work to improve current documents and processes related to Title VI Compliance.</p>
III-C-2	Environmental Justice	<p>The MPO will continue to provide analysis of projects to assure compliance with Environmental Justice requirements to work towards having historically underrepresented populations more aware and involved in the transportation planning process and to provide a planning overview of benefits and burdens from planned transportation projects.</p>
III-C-3	Minority Business Enterprise Planning	<p>Nothing programmed for FY 2021.</p>
III-C-4	Planning for Elderly	<p>Coordinate with the Area Agency on Aging, AARP, County Agencies on Aging, and other stakeholders to identify and further engage on topics relevant to the aging/transportation nexus.</p>
III-C-5	Safety/Drug Control Planning	<p>Nothing programmed for FY 2021.</p>
III-C-6	Public Involvement	<p>Work to involve the public at all stages of the transportation planning process, including long-range and more immediate transportation planning efforts; coordinate the Citizens Advisory Committee to advise on public participation efforts at the MPO and work on amending and updating the MPO's Public Involvement Plan.</p>
III-C-7	Private Sector Participation	<p>Nothing programmed for FY 2021.</p>

III-D Statewide and Extra-Regional Planning		
III-D	Statewide and Extra-Regional Planning	<p>Continue to coordinate with other regional, state, and federal agencies involved in transportation planning activities; monitor legislation relevant to the transportation planning process; coordinate activities with the Land of Sky RPO and local transit agencies; participate in the North Carolina Association of MPOs; participate in working groups and committees at the state including, but not limited to the SPOT Working Group, Traffic Data Users Group, Non-Motorized Statewide Planning Group, Freight and Freight Parking Planning Groups, and the Complete Streets Working Group; attend professional conferences and other training opportunities as appropriate for professional development and peer-exchanges.</p>
III-E Management and Operations		
III-E	Management, Operations, Program Support Administration	<p>Provide direct support to the MPO Board, TCC, Prioritization Subcommittee, Citizens Advisory Committee, Transit Operators Workgroup, 5307 Sub-Recipients Workgroup, and any other group requiring MPO staff for agenda, minutes, and meeting logistics; procure supplies related to planning activities; any direct costs associated with MPO administration; maintain files and records for the MPO; maintain the MPO website; support staff training and development.</p> <p><u>WORK PRODUCT:</u> Meeting Agendas, Website Updates</p>

TABLES OF UPWP FTA SECTION 5303 WORK TASKS TO BE PERFORMED

II-A Data and Planning Support		
II-A-1	Networks and Support Systems	<p>The Transit Division of the City of Asheville collects and analyzes various data related to the operation and maintenance of the transit system. This includes ridership data collected with our Automatic Passenger Counter, Fare data collected by our fareboxes, performance data, collected by our real-time GPS and AVL system, etc. The data is used to report on current system function, analyze the impact of system changes, and to plan future improvements to the system to increase ridership.</p> <p>Work Product: Monthly ridership reports, on-time-performance reports, fare revenue reports, etc.</p>
II-A-2	Travelers and Behavior	<p>The Transit Division of the City of Asheville utilizes land use and demographic data in partnership with the MPO and the City's Planning and Urban Design department to coordinate land use and transportation decision-making, as well as to plan improvements to the transit system and ensure that it connects to other modes of transportation.</p>
II-A-3	Transportation Modeling	
II-B Planning Process		
II-B-1	Targeted Planning	
II-B-2	Regional Planning	<p>City of Asheville will continue to implement the recommended service improvements in the transit master plan. Implementation of the Multimodal Transportation Plan vision/long range plan. Meet with Regional Transit Operators to prioritize regional transit projects. Participate in the MPO's regional transit study to be conducted over the next two fiscal years. Attend TCC (Technical Coordinating Committee), and other transit advisory board meetings.</p> <p>Work Product: Implementation of new service per the Transit Master Plan; MPO Regional Transit Study</p>
II-B-3A	Special Studies Operations	
II-B-3B	Corridor Studies Operations	
II-B-3C	Special Studies Pass-Through	

III-A Planning Work Program		
III-A-1	Planning Work Program	<p>Program Administration encompasses a multitude of reporting and managerial functions. Program administration includes monitoring subrecipients planning activities and reporting requirements (drug/alcohol, NTD, FTA, etc.), working with the MPO to develop the UPWP per federal and state requirements, and administering the City's own grants and FTA compliance/reporting, as well as monitoring and overseeing the operations and maintenance contract for fixed-route and paratransit service.</p> <p>Work Products: Quarterly and Annual FTA Reports, Completed NTD; Subrecipient Agreements and reports; Drug and Alcohol Reports, etc.</p>
III-A-2	Metrics and Performance Measures	
III-B Transportation Improvement Program		
III-B-1	Prioritization	
III-B-2	Metropolitan TIP	
III-B-3	Merger/Project Development	
III-C Civil Rights Compliance (Title VI) and Other Regulatory Requirements		
III-C-1	Title VI Compliance	<p>Title VI analysis will be conducted for route and fare changes. The City's Title VI plan will be updated in 2020. The City will continue to implement the DBE plan, which includes closely coordinating with the Small and Minority-Owned Business Program. Individual projects involving land use and site design will be evaluated with public mobility issues in mind. Prepare DBE goals and Master Agreement federal requirements for all FTA funded bids.</p> <p>Work Product: 2020-2022 City of Asheville Title VI Plan; DBE project analyses and reports</p>
III-C-2	Environmental Justice	
III-C-3	Minority Business Enterprise Planning	
III-C-4	Planning for Elderly	
III-C-5	Safety/Drug Control Planning	
III-C-6	Public Involvement	
III-C-7	Private Sector Participation	
III-D Statewide and Extra-Regional Planning		
III-D	Statewide and Extra-Regional Planning	

III-E Management and Operations		
III-E	Management, Operations, Program Support Administration	

FTA CODE	TASK CODE	TASK DESCRIPTION	MPO Planning and Admin - PL104			Transit Planning - 5303				STBGDA (Flexed to PL)			FY 2021 STBG Flex Funds for Special Studies			
			Local 20%	Federal 80%	TOTAL	Local (10%)	State (10%)	Federal (80%)	Fund Total	Local	Federal	STBGDA	Project	Local	Federal	Total
	II-A	Data and Planning Support	\$ 7,305	\$29,221	\$ 36,526	\$2,363	\$2,362	\$18,900	#####	\$ 6,566	\$ 26,266	\$ 32,832	TDM Coordinator	\$ 11,935	\$ 47,741	\$ 59,676
44.24.00	II-A-1	Networks and Support Systems	\$ 1,623	\$6,494	\$ 8,117	\$1,890	\$1,890	\$15,120	#####				Regional Transit Feasibility Study	\$ 20,000	\$ 80,000	\$ 100,000
44.23.01	II-A-2	Travelers and Behavior	\$ 2,435	\$9,740	\$ 12,175	\$473	\$472	\$3,780	\$4,725				Asheville Bike Ped Count Equip.	\$ 12,000	\$ 48,000	\$ 60,000
44.23.02	II-A-3	Transportation Modeling	\$ 3,247	\$12,987	\$ 16,234					\$ 6,566	\$ 26,266	\$ 32,832	Waynesville Grnway Feas. Study	\$ 14,400	\$ 57,600	\$ 72,000
													FY 2021 STBG Flex Spec. Studies T	\$ 58,335	\$ 233,341	\$291,676
	II-B	Planning Process	\$ 17,046	\$68,182	\$ 85,228	\$740	\$740	\$5,920	\$7,400	\$ 3,283	\$13,133	\$ 16,416				
44.23.02	II-B-1	Targeted Planning	\$ 9,740	\$38,961	\$ 48,702											
44.22.00	II-B-2	Regional Planning	\$ 4,870	\$19,481	\$ 24,351	\$740	\$740	\$5,920	\$7,400	\$ 1,642	\$ 6,566	\$ 8,208				
44.27.00	II-B-3A	Special Studies Operations	\$ 2,435	\$9,740	\$ 12,175					\$ 1,642	\$ 6,566	\$ 8,208				
44.27.00	II-B-3B	Corridor Studies Pilot Operations	\$ -	\$0	\$ -											
44.27.00	II-B-3C	Special Studies Pass-Through	\$ -	\$0	\$ -											
	III-A	Planning Work Program	\$ 3,247	\$12,987	\$ 16,234	\$202	\$203	\$1,620	\$2,025	\$ 3,283	\$ 13,133	\$ 16,416				
44.23.02	III-A-1	Planning Work Program	\$ 2,435	\$9,740	\$ 12,175	\$202	\$203	\$1,620	\$2,025	\$ 1,642	\$ 6,566	\$ 8,208				
44.24.00	III-A-2	Metrics and Performance Measures	\$ 812	\$3,247	\$ 4,058					\$ 1,642	\$ 6,566	\$ 8,208				
	III-B	Transp. Improvement Plan	\$ 16,234	\$64,935	\$ 81,169	\$540	\$540	\$4,320	\$5,400	\$ 8,208	\$32,832	\$ 41,040	Hendersonville Road Corridor Stud		Under Item II-B-3C	
44.25.00	III-B-1	Prioritization	\$ 9,740	\$38,961	\$ 48,702					\$ 6,566	\$ 26,266	\$ 32,832	Tunnel Road Corridor Study		Under Item II-B-3C	
44.25.00	III-B-2	Metropolitan TIP	\$ 1,623	\$6,494	\$ 8,117	\$540	\$540	\$4,320	\$5,400							
44.25.00	III-B-3	Merger/Project Development	\$ 4,870	\$19,481	\$ 24,351					\$ 1,642	\$ 6,566	\$ 8,208				
	III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 8,117	\$32,468	\$ 40,585	\$1,675	\$1,675	\$13,400	#####	\$ -	\$ -	\$ -	Biltmore Ave Feasibility Study	\$ 40,000	\$ 160,000	\$ 200,000
44.27.00	III-C-1	Title VI Compliance	\$ 1,623	\$6,494	\$ 8,117	\$1,675	\$1,675	\$13,400	#####				Ashev. Pedestrian and Greenwys	\$ 135,000	\$ 140,000	\$ 275,000
44.27.00	III-C-2	Environmental Justice	\$ 812	\$3,247	\$ 4,058								Mud Creek Greenway Feas. Study	\$ 10,000	\$ 40,000	\$ 50,000
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ -	\$0	\$ -											
44.27.00	III-C-4	Planning for the Elderly	\$ 1,623	\$6,494	\$ 8,117											
44.27.00	III-C-5	Safety/Drug Control Planning	\$ -	\$0	\$ -											
44.27.00	III-C-6	Public Involvement	\$ 4,058	\$16,234	\$ 20,292											
44.27.00	III-C-7	Private Sector Participation	\$ -	\$0	\$ -											
	III-D	Statewide & Extra-Regional Planning	\$ 9,740	\$38,961	\$ 48,702	\$0	\$0	\$0	\$0	\$ 4,925	\$ 19,699	\$ 24,624				
44.27.00	III-D-1	Statewide & Extra-Regional Planning	\$ 9,740	\$38,961	\$ 48,702					4,925	19,699	24,624				
	III-E	Management Ops, Program Suppt Admin	\$ 19,481	\$77,922	\$ 97,403	\$1,980	\$1,980	\$15,840	#####	\$ 19,699	\$26,266	\$32,832				
44.27.00		Management Operations	\$ 19,481	\$77,922	\$ 97,403				\$0	\$ 19,699	\$ 26,266	\$ 32,832				
44.27.00		Program Support Administration	\$ -	\$0	\$ -	\$1,980	\$1,980	\$15,840	#####							
		TOTALS	\$81,169	\$324,677	\$ 405,846	\$7,500	\$7,500	\$60,000	\$75,000	\$45,965	\$131,329	\$164,162	FY 2021 STBG Flex Spec. Studies T	\$ 58,335	\$ 233,341	\$ 291,676