

**French Broad River Metropolitan Planning Organization**  
**UNIFIED PLANNING WORK PROGRAM (UPWP) -FY19**

**July 1, 2018 to June 30, 2019**

**amendment scheduled for adoption May 24, 2018**

**Introduction**

The Unified Planning Work Program (UPWP) outlines transportation planning tasks to be conducted during the fiscal year. The UPWP sets the budget for these items and identifies the funding sources. MPO staff is responsible for ensuring completion of the planning tasks identified in the UPWP. The MPO Staff and the North Carolina Department of Transportation are the responsible agencies for many of the tasks in the UPWP. Some planning tasks are carried out by outside consultants.

The categories for planning tasks in the UPWP are based on planning requirements contained in Federal legislation that authorizes transportation funding. The adopted Prospectus for Continuing Transportation Planning provides detailed descriptions for these tasks. The UPWP must be programmed according to the Prospectus.

**Funding Summary FY 2018-2019 (PL Funds from the FAST Act)**

Federal Highway Administration - 80%*		\$ 1,231,859
Local Match - 20%*		\$ 326,716
<b>Total*</b>		<b>\$ 1,558,575</b>

\*(Includes Pass-Through Special Study Funds, STBG Flex Special Study Funds and Local Matches for those funds)

**Program Summary for MPO Planning and Administration (PL Funds)**

II-A Data and Planning Support	\$ 44,100	11.45%
II-B Planning Process except Pass-Through	\$ 121,914	31.65%
<i>II-B Special Study Pass-Through</i>	\$ 287,500	
<i>STBG Flex Special Studies</i>	\$ 885,938	
III-A Planning Work Program	\$ 14,674	3.81%
III-B Transp. Improvement Plan	\$ 36,781	9.55%
III-C Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 31,624	8.21%
III-D Statewide and Extra-Regional Planning	\$ 55,155	14.32%
III-E Management Ops, Program Support Admin	\$ 80,890	21.00%
<b>TOTAL w/o Pass-Through and STBG Flex Special Studies</b>	<b>\$ 385,138</b>	<b>100.00%</b>

## **FBRMPO 2018-2019 UPWP amendment for adoption May 24, 2018**

### **Narrative**

#### *UPWP Overview*

This Unified Planning Work Program (UPWP) for the French Broad River Metropolitan Planning Organization (MPO) documents the transportation planning activities and related tasks to be accomplished during the federal fiscal year 2018-2019 (from July 1, 2018 through June 30, 2019).

The goal of the MPO is to ensure a continuing, cooperative, and comprehensive ("3-C") approach for transportation planning for the metropolitan area, both short and long-range, with proper coordination among:

- Local and regional MPO member governments and agencies
- North Carolina Department of Transportation (NCDOT)
- Federal Highway Administration (FHWA), and
- Federal Transit Administration (FTA)

This document outlines metropolitan planning requirements and issues; then presents a work program of planning activities to address them during the fiscal years 2018-2019

#### *Federal Requirements*

FAST Act in concert with the Clean Air Act as Amended, envisions a transportation system that maximizes mobility and accessibility and protects the human and natural environments. This is achieved through a Continuing, Cooperative, and Comprehensive (3-C) transportation planning process that results in a long-range plan and short-range program of projects.

A metropolitan planning organization is required to develop a long-range plan and a short-range transportation improvement program that provide for the development and integrated management and operation of transportation systems and facilities (including accessible pedestrian walkways and bicycle transportation facilities) that will function as an intermodal transportation system for the planning area and as an integral part of the intermodal transportation system for North Carolina and for the U. S. Major components that feed into the development of the long range plan and short range program are listed below.

#### **Metropolitan Planning Factors & Federal Requirements**

The Fixing America's Surface Transportation Act (FAST Act), federal transportation legislation passed by U.S. Congress and signed by the President in December 2015, defines specific planning factors to be considered when developing transportation plans and programs in a metropolitan area. Current legislation calls for MPOs to conduct planning that:

- Supports the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
- Increases the safety of the transportation system for motorized and non-motorized users
- Increases the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility options available to people and for freight
- Protects and enhances the environment, promotes energy conservation, and improves quality of life, and promotes consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhances the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promotes efficient system management and operation
- Emphasizes the preservation of the existing transportation system
- Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
- Enhance travel and tourism

Each of those ten factors is addressed through various work program tasks selected for fiscal year 2018-2019.

### **Public Participation and Title VI**

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the Metropolitan Transportation Plan, the short-term Transportation Improvement Program, and the annual Unified Planning Work Program.

Federal transportation legislation starting with MAP-21 placed significant emphasis on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

The French Broad River MPO's Public Participation Plan (PPP) requires that the draft Planning Work Program (PWP) is reviewed by the Technical Coordinating Committee (TCC). The TCC meetings are open to the public and public comments can be provided. The TCC then endorses a draft PWP and forwards the document to the MPO Board (TAC).

The draft PWP is then reviewed by the Board (TAC). Public comments may be provided at this time. The final PWP comes back again to the MPO Board (TAC) for approval. Upon the Board's approval, the PWP is then forwarded on to the State and FHWA/FTA.

All MPO plans and programs comply with the public involvement provisions of Title VI:

"No person in the United States shall, on the grounds of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities under any program or activity receiving federal financial assistance."

### **Metropolitan Transportation Plan**

French Broad River MPO as the MPO for the Asheville Region is responsible for developing the Metropolitan Transportation Plan (MTP) for a 25-year time horizon and a Transportation Improvement Program (TIP) for a 10 year time horizon in cooperation with the State and with local transit operators. The MTP and TIP are produced through a planning process which involves the region's local governments, the North Carolina Department of Transportation (NCDOT), local jurisdictions and citizens of the region.

Additionally, representatives from the local offices of the U.S. Department of Transportation (US DOT) Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and the U.S. Environmental Protection Agency (US EPA) provide guidance and participate in the planning process.

The Metropolitan Transportation Plan (MTP) must include the following:

- Identification of transportation facilities (including major roadways, transit, multimodal and intermodal facilities and intermodal connectors ) that function as an integrated metropolitan transportation system
- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities
- A financial plan that demonstrates how the adopted transportation plan can be implemented
- Operations and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods
- Capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs.
- Proposed transportation and transit enhancement activities.

#### **Transportation Improvement Program (TIP)**

The metropolitan Transportation Improvement Program (TIP) must include the following:

- A priority list of proposed federally supported projects and strategies to be carried out within the TIP period
- A financial plan that demonstrates how the TIP can be implemented
- Descriptions of each project in the TIP

#### **Transportation Management Area**

Designated Transportation Management Areas (TMAs), such as French Broad River MPO, based on urbanized area population over 200,000, must also address the following:

- Transportation plans must be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the State and public transportation operators
- A Congestion Management Process (CMP) must be developed and implemented that provides for effective management and operation, based on a cooperatively developed

and implemented metropolitan-wide strategy of new and existing transportation facilities, through use of travel demand reduction and operations management strategies.

#### **Air Quality Conformity Process**

Currently, Asheville Region is considered in attainment for air quality. Should the French Broad River Metropolitan Planning Organization (FBRMPO) become designated as non-attainment for air quality, and become required to make conformity determination on its Transportation Plan, the following shall apply: the North Carolina Department of Transportation (NCDOT) would assist

the MPO in making a conformity determination by performing a systems level conformity analysis on the highway portion of the fiscally constrained Metropolitan Transportation Plan (MTP). The Metropolitan Transportation Improvement Program is a subset of the Metropolitan Transportation Plan and is therefore covered by the conformity analysis.

## **II-A Data and Planning Support**

*This section covers data and processes used to support transportation planning related to transportation infrastructure.*

**Programmed Amount: \$44100**

**11.45% of staff budget**

### **II-A-1 Networks and Support Systems Total: \$ 25728**

- The French Broad River MPO will create and maintain spatial data, metadata, and data catalog for the MPO planning area and immediately adjacent areas.
- Continue to implement the baseline bike/ped count program. Take counts around the region as recommended in the count plan and coordinated with local volunteer bike ped count initiatives.
- The French Broad River MPO will continue to keep track of the latest VMT and v/c estimates for the region, and share these data with local government members as appropriate.
  
- The French Broad River MPO will acquire current and historical accident data from NCDOT
- Provide crash data to member governments for special projects
- Traffic accident mapping and analysis in support of project development
- Additional crash and safety data analysis as needed, with a particular focus on CMP corridors and adopted Performance Measures.
  
- The French Broad River MPO will update GIS data for fixed routes, deviated fixed routes, service areas, and ridership for transit providers in the region.
- Maintain the Parking Inventory Spatial Database for on-street and off-street public parking around central areas and activity centers as needed. Continue collection of missing attributes within the existing data, and maintain standardized regional data set.
  
- Maintain a GIS inventory of existing data from local, state, and federal partners related to bicycle and pedestrian transportation facilities. Continue to update sidewalk, greenways and bicycle facility data based on data available from local partners.

### **II-A-2 Travelers and Behaviour Total: \$ 14713**

- The French Broad River MPO will maintain a regional land use inventory based on current tax parcel data, appraisal data and other data sources needed to generate a parcel-based existing land use database.
- Land Use Forecasting out to 2045 will continue in FY 2019
- MPO staff will review and update the SE DATA for 2015 by TAZ as needed, as well as review and verify the population forecasts by TAZ out to 2045
  
- No travel survey is expected for MTP 2045 and accompanying model update
  
- No specific vehicle occupancy rate work this fiscal year; if needed it will be covered under the II-B item it supports.
  
- Travel time analysis as needed to support the Congestion Management Process and performance measures development

### **II-A-3 Transportation Modeling Total: \$ 3659**

- FBRMPO Staff will coordinate with NCDOT TPB on setting up the Travel Demand Model parameters in order to support the MTP 2045 update,
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about SE Data forecasts as needed.
  
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about travel patterns.
  
- Update ongoing research about funding sources and refinement of long-range financial plan as needed for potential MTP updates
  
- Create project-level cost estimates where SPOT, TIP, or other NCDOT-sanctioned estimates are not available.

### **II-B Planning Process**

*Tasks within this category are related to the development of the MPO Metropolitan Transportation Plan and Comprehensive Transportation Plan. Federal regulations require each MPO to have a fiscally-constrained long range transportation plan looking out at least 20 years. The plan must be updated every five years. The MPO also participates in the development of Comprehensive Transportation Plan (CTP) for the region. The plan is developed jointly with NCDOT and reflects the vision and long term needs of the transportation system. In addition, the MPO is responsible for a number of ongoing long-range planning activities such as corridor studies, congestion management monitoring and air quality planning.*

**Programmed Amount: \$409414**

**31.65% of staff budget\* not accounting for special studies funded with PL Pass-Through**

### **II-B-1 Targeted Planning Total: \$ 40439**

- Continue to coordinate with the Regional TDM Program. Continue to host 5307 subrecipients quarterly meetings, in coordination with the City of Asheville staff. Share information with partner agencies regarding 5307-related requirements for the FBRMPO region. Continue background research on the necessary steps for a regional transit authority that could potentially house TDM and vanpool programs in the future.
- Participate in FAST Act related trainings and workshops
  
- Participate in the regional stormwater group to identify high-level stormwater and resiliency issues as part of CTP project development
  
- Ongoing dialogue with the tourism stakeholders about tourism-focused transportation issues and challenges
- Continue freight stakeholder outreach and freight data collection
- Participate in regional resiliency planning initiatives to identify any high-level trends and hot spots to be used as a potential screening tool for projects during the MTP 2045 development process

### **II-B-2 Regional Planning Total: \$ 52960**

- Review MTP 2045 Update plan and timeline and update as needed
- Initiate MTP Update starting with Regional Overview, SE DATA, Vision, Goals and Objectives
- Initiate CTP Update in parallel with MTP Update including gathering background data, setting up a process for public and stakeholder input/view
- Participate in FHWA, AMPO and NCAMPO trainings and webinars
- Bicycle, pedestrian, greenways and complete streets planning assistance for local government members including walkability audits and pop-
- Work with transit providers in the region to implement 5307 formula study recommendations; assist providers with any changes in federal or state funding programs and five-year CTSPs as needed.
- Continue to hold workshops at various locations throughout the region on Complete Streets-Bicycle, Pedestrian and Greenways best practices as a forum for complete streets best practices sharing in the region

- Mapping in support of TIP, Merger, Long Range Planning, Prioritization, and any background material for the Board, Committees, workgroups, and the public.

**II-B-3A Special Studies Operations : \$ 11015**

- The FBRMPO staff will provide support and assistance with reporting requirements and maintain the budgets for projects funded through the II-B-3B Special Studies Pass-Through UPWP category.
- The FBRMPO staff will also provide support and oversight of special studies funded with STBG-DA funds flexed over to MPO PL funds
- Certain projects carried out and managed in-house, including the Regional TDM Program

**II-B-3B Corridor Studies Pilot Project Operations : \$ 17500**

The FBRMPO staff will provide support, assistance and oversight for the corridor studies pilot project funded with MPO PL funds

**II-B-3C Special Studies Pass-Through : \$ 287500**

**STBG Flex: \$885937.5 Total Special Studies: \$ 1173437.5**

Fifteen projects are funded as special study pass-through projects, either through the MPO PL funds (four projects) or through the STBG agreement to flex a part of the French Broad River MPO STBG-DA allocation to planning (PL) funds (11 projects). The current agreement is for \$250,000/year in PL funds starting in FY 2019, with \$200,000/year previously made available for FY 2017 and FY 2018, and \$150,000/year for FY 2015 and FY 2016. Overall the MPO will program \$867,938 of STBG flex federal funds for special studies in FY 2018-2019, with \$174,188 in local match. For two projects funded with PL Pass-Through funds, \$218,800 in PL funds and \$54,700 in local funds is programmed by utilizing the MPO unobligated fund balance from previous fiscal years.

One special study, to update the regional Land Use Forecast out to 2045, is being funded as part of the regular MPO budget (initially programmed in FY 2018 and carried over into FY 2019 budget) and does not require additional local dues. Special study projects benefitting an individual jurisdiction were selected through a competitive process. The projects expected to have a carry over from previous STBG Flex fund balance awards are the City of Asheville Transit Master Plan, Asheville Bike Share Study, Biltmore Avenue Feasibility Study, Regional TDM Program, Asheville Pedestrian Plan Update, Flat Rock Greenway Feasibility Study and Henderson County-Oklawaha Greenway Southern Extension Feasibility Study. Henderson County-Oklawaha Greenway Northern Extension Feasibility Study is special study funded with II-B-3B Pass-Through funds, expected to carry over into FY 2019.

**Regional TDM Program \$11587.5 Local, \$46350 PL, Total \$57937.5**

The Land of Sky/FBRMPO TDM Coordinator will continue building the Regional TDM program, picking up some TDM initiatives discontinued by the City of Asheville 5 years ago and adding new ones. Establishment of and growth of the Regional TDM Program were recommended in the Long-Range Transportation Demand Management Plan (2013). The Regional TDM Coordinator will continue to develop relationships with major employers in the region, including major stakeholders in the hospitality industry, as well as transit providers, to identify opportunities to set up new Funds are also included to support the TDM program's outreach efforts.

**Asheville Pedestrian Plan Update \$35000 Local, \$140000 PL, Total \$175000**

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to update the Pedestrian Plan, last updated in 2004. The Study will analyze existing pedestrian network and conditions, and identify and prioritize pedestrian infrastructure and ADA improvements.

This study was initially programmed for FY 2018 and is expected to continue into FY 2019.

**City of Asheville: Transit Master Plan \$19200 Local, \$76800 PL Flex, Total: \$96000**

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to update their Transit Master Plan. Asheville's last Transit Plan was adopted in 2009 and, since that time, Asheville Transit has undergone several major changes, including the removal and addition of several new routes.

This plan will guide how Asheville Transit can best serve the public for the next 5 – 10 years and will examine possible collaborations with transit partners in the region.

The City of Asheville will be responsible for managing the project. The study has started in FY 2018 and is expected to continue into FY 2019.

**City of Asheville: Bike Share Study \$25000 Local, \$25000 PL Flex, Total: \$50000**

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Bike Share Feasibility Study. This will be a comprehensive study of the concept of a bike share system for Asheville. The study would assess existing conditions and determine whether they are conducive to providing a bike share system for use in the city. The study has started in FY 2018 and is expected to continue into FY 2019.

**City of Asheville: Biltmore Ave Study \$160000 Local, \$40000 PL Flex, Total: \$200000**

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Biltmore Avenue Feasibility Study in coordination with McDowell Feasibility Study. This study will consider complete streets improvements for Biltmore Avenue between College Street and All Souls Crescent and Asheland Street/McDowell Street corridor between Hilliard Ave and All Souls Crescent, as well as Southside Avenue between McDowell and Biltmore Ave and other important linkages between and along those two corridors . The study will examine current and projected traffic patterns along those corridors, and the feasibility of changing travel lane configurations to add bicycle and pedestrian improvements.

**Village of Flat Rock: Flat Rock Greenway Feasibility Study \$8000 Local, \$32000 PL Flex, Total: \$40000**

The Village of Flat Rock was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Flat Rock Greenway Feasibility Study. This study will consider a potential multi-use path alignment or a combination of bicycle and pedestrian improvements to connect Carl Sandburg National Historic Site, Flat Rock Village office, and the intersection of Greenville Highway and Highland Lake Road. This greenway

(multi-use path) corridor would connect to the multi-use path planned along Highland Lake Road to be implemented as part of project U-5887, and would potentially connect Carl Sandburg National Historic Site to the Flat Rock Park. This multi-use path/bicycle and pedestrian connection is one of the recommendations in the Flat Rock Bicycle and Pedestrian Study, currently underway. This special study will be managed by MPO staff. The study was programmed for FY 2018 and is expected to continue into FY 2019.

**Henderson County: Oklawaha Greenway Southern Extension Feasibility Study \$10000 Local, \$40000 PL Flex, Total: \$50000**

Henderson County was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate an Oklawaha Greenway Southern Extension Feasibility Study. This study will consider a potential greenway alignment to connect from Jackson Park to Blue Ridge Community College (BRCC), as well as potential extensions to the Flat Rock Park and Henderson County Athletics and Activity Center.

The extension of the greenway is recommended in the Henderson County Comprehensive Plan (CCP) and incorporated in the Apple Country Greenway Master Plan. This section of the greenway expansion is also supported in the FBRMPO 2040 Metropolitan Transportation Plan (MTP). When implemented, this section of the greenway would potentially connect active transportation users from downtown Hendersonville to Blue Ridge Community College. The study has started in FY 2018 and is expected to continue into FY 2019.

**Henderson County: Oklawaha Greenway Northern Extension Feasibility Study \$14000 Local, \$56000 PL Pass Through Funds, Total: \$70000**



Henderson County was awarded STBG funding flexed to MPO PL Pass Through funds from the FBRMPO to initiate an Oklawaha Greenway Northern Extension Feasibility Study. This study will consider a potential greenway alignment to connect from the current Oklawaha Greenway terminus at Berkeley Mills Park up to Westfeldt Park. Appropriate phasing and alternatives for access points and waterways crossings along the corridor will be considered.

The extension of the Oklawaha greenway to the Northern end of the County is recommended in the Henderson County Comprehensive Plan (CCP) and incorporated in the Apple Country Greenway Master Plan. When implemented, this planned extension of the Oklawaha greenway would provide for pedestrian and bicycle access from downtown Hendersonville to the French Broad River access point at Westfeldt Park, and to the job sites and recreation and tourism destinations located in proximity to the Asheville Regional Airport.

The study has started in FY 2018 and is expected to continue into FY 2019.

**FBRMPO: 2045 Land Use Forecast Special Study \$12000 Local, \$48000 PL Pass Through Funds, Total: \$60000**

French Broad River MPO is starting the Travel Demand Model update for 2045 MTP. In preparation for the Travel Demand Model update, a forecast of land uses across the region out to 2045 will need to be developed. As part of this study, employment numbers will be forecast out to 2045 and population, household and employment 2045 projections will be assigned to Traffic Analysis Zones for the FBRMPO Travel Demand Model. The full study cost is expected to be \$60,000, with the first part of the study taking place in FY 2018 and the second portion of the study carrying over into FY 2019.

**City of Asheville: Bicycle and Pedestrian Counting Equipment \$12000 Local, \$48000 PL Flex, Total: \$60000**

The City of Asheville was awarded STBG funding flexed to PL funds to purchase and install bicycle and pedestrian counting equipment on infrastructure developed as part of U-5019 (River Arts District Transportation Improvement Project) as well as other active transportation infrastructure in the City of Asheville. The counting equipment will help to monitor patterns of use and general popularity of active transportation infrastructure in the City.

**Town of Black Mountain: Downtown Parking and Circulation Study \$7000 Local, \$28000 PL Flex, Total: \$35000**

The Town of Black Mountain was awarded STBG funding flexed to PL funds to conduct a parking and circulation study for its downtown. The study will examine issues related to parking in downtown Black Mountain, including traffic circulation through the downtown, pedestrian safety and bicycle infrastructure and parking. The study will be carried out in FY 2019 and will be managed by the Town staff.

**Henderson County: Mud Creek Greenway Feasibility Study \$10000 Local, \$40000 PL Flex, Total: \$50000**

Henderson County was awarded STBG funding flexed to PL funds to conduct a feasibility study on a proposed section of greenway along Mud Creek from White Street to Erkwood Drive. The study will help to determine a preliminary alignment, engage the community, and provide estimated costs for implementation. The study will be managed by County staff in FY 2019.

The greenway is supported by the Henderson County Comprehensive Plan and will help to connect residential neighborhoods in south Hendersonville to the burgeoning commercial and job center near US 176 and NC 225.

**Town of Waynesville: Rec Center to High Tech Center Greenway Feasibility Study \$14400 Local, \$57600 PL Flex, Total: \$72000**



- Maintenance of a prioritized needs list (PNL--Now the SPOT Prioritization list) of potential STIP projects with needs statements, across modes as appropriate.
- Work with subcommittee to update and improve local prioritization process for SPOT and STBG/TA projects.
- Data, Maps and Resolutions for STIP Project Recommendations as needed.
- Attendance of any STIP- or SPOT-related meetings.
- Gathering and entry of data required for SPOT ranking of projects.

**III-B-2 Metropolitan TIP Total: \$ 7356.25**

- Work cooperatively with NCDOT and other partner agencies to review and comment on Draft STIP
- Work cooperatively with NCDOT and other partner agencies to review final STIP and review and adopt the corresponding metropolitan area TIP.
- Review and refine schedules and descriptions for TIP projects in the Draft TIP.
- Coordinate meaningful public involvement in the TIP process and in review of the TIP.

**III-B-3 Merger/Project Development Total: \$ 18410**

- Review design issues for TIP Projects and provide comments to appropriate agencies.
- Participate in the environmental study process for TIP projects and provide an MPO representative on NEPA/401 Merger Teams.
- Monitor the public involvement process for TIP projects and ensure adequate community input; assist PDEA as requested.
- Continue participation in I-26 Connector workgroup meetings and I-26 corridor planning for A-10, I-2513, I-4400, and I-4700.
- Assist the Asheville Regional Airport with project development for SPOT prioritization as needed.
- Assist The City of Asheville with STBG projects including U-5019, U-5189, and U-5190.

**III-C. Civil Rights Compliance (Title VI) and Other Regulatory Requirements**

*Tasks within this category relate to the goal of integrating public involvement and context sensitivity into every aspect of the MPO transportation*

**Programmed Amount: \$31624**

**8.21% of staff budget**

**III-C-1 Title VI Compliance Total: \$ 3658.75**

- Conduct ongoing analysis of all MPO planning activities for compliance with Title VI of the Civil Rights Act of 1964; 49 CFR part 21.
- Initiate Title VI Plan update for the FBRMPO (last updated in the fall of 2012)

**III-C-2 Environmental Justice Total: \$ 7356.25**

- Update of maps used for transit planning with ACS data from the US Census, as available, to Include low-moderate Income, English as second language, elderly, young, and zero vehicle populations.
- Analyze MTP and TIP amendments for compliance with environmental justice goals and regulations.

**III-C-3 Minority Business Enterprise Planning Total: \$ 385**

- Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.
- Participate in Minority Enterprise Development of WNC meetings as appropriate.

**III-C-4 Planning for Elderly Total: \$ 1848.75**

- Coordinate with Area Agency on Aging and other community stakeholders to identify relevant aging issues for the CTP, MTP Amendments and other transportation planning documents

**III-C-5 Safety/Drug Control Planning Total: \$ 0**

- Nothing programmed for MPO staff this FY.

**III-C-6 Public Involvement Total: \$ 18375**

- Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- Update website, social media, and outreach materials to make them more useful, including translation of documents and materials as needed.
- Place advertisements in media outlets as required by Public Participation Plan.
- Respond to interview and data requests from the media & public.
- Ensure compliance with North Carolina general statutes regarding open meetings and public records.
- Support of Citizens' Advisory Committee and related issues.
- Expand ability to provide data to member governments and the public.

**III-C-7 Private Sector Participation Total: \$ 0**

- Nothing programmed for MPO staff this FY

### III-D. Statewide and Extra-Regional Planning

Tasks within this category relate to the unique role that the MPO plays within our region and illustrate the broad impacts of transportation on the built and natural environment, and includes working to understand and help craft planning policy and standards at the statewide level.

**Programmed Amount: \$55155**

**14.32% of staff budget**

#### III-D Statewide and Extra-Regional Planning Total: \$ 55155

- Coordinate with other regional, state and federal agencies involved in transportation planning activities; monitor federal and state legislation.
- Coordinate with the RPO, transit providers, and other agencies.
- Participate in the North Carolina Association of MPOs and attend ongoing statewide meetings to discuss transportation planning issues.
- Participate in working groups, subcommittees, or task forces associated with NCDOT or other government agencies or statewide professional associations such as NCSITE, NCURISA, NCAPA, APBP North Carolina Chapter, WTS, et cetera.
- Continue Clean Cities/Clean Air Campaign and PEV workgroup participation.
- Participate in state and national conference planning: NCAPA, NC Bike Summit, others
- Conference and working group travel including mileage, per diem and hotel accommodation reimbursement to include NCAMPO quarterly meetings and annual conference, NCAPA annual conference, SPOT Prioritization working group, Complete Streets working group, NC Bike Summit (IRaleigh, fall of 2018)
- Additional travel as required to attend FHWA, NCDOT, NCAMPO, NCAPA, APBP and WTS-sponsored training opportunities and statewide and regional meetings

### III-E. Management and Operations

This category relates to the on-going administrative responsibilities related to the MPO, including support of both the Transportation Coordinating Committee and the MPO Board.

**Programmed Amount: \$80890**

**21.00% of staff budget**

#### III-E Management Ops, Program Support Admin Total: \$ 80890

- Provide direct support to the MPO Governing Board, Technical Coordinating Committee (TCC), Prioritization Subcommittee and Citizens Advisory Committee, including agenda preparation and circulation, preparation of minutes, and scheduling, notification, venue setup and breakdown, and facilitation of meetings.
- Procure supplies related to transportation planning activities.
- Support staff training and development.
- Cover direct costs associated with MPO administration.
- Maintain adequate files and records for the MPO.



**FTA TASK NARRATIVE TABLE**

I- MPO	French Broad River MPO		
2- FTA Code	44.23.01		
3- Task Code	II-A-2		
4- Title	<b>Travelers and Behavior</b>		
5- Task Objective			
6- Tangible Product Expected	Land use and demographic data analyses will be undertaken to describe current transit service areas. Demographic analyses will be used to analyze, evaluate, and forecast service delivery. The data can be employed in scenario building and alternatives analysis, together with ridership data to augment the travel demand forecasting model. Review development projects as part of the development review process.		
7- Expected Completion	Data Processing On-going		
Date of Products	Service Demand Analyses On-going		
	Route Schedule Development On-going		
	Route Map Development On-going		
	Development review process On-going		
	Street furniture planning and maintenance On-going		
	Para transit services planning On-going		
	Transit Master Plan implementation On-going		
	Marketing and outreach on-going		
	Event Planning on-going		
	TIP development March-Sept. 18/19		
	Integration with Land Use Policies On-going		
	TRC meetings Monthly		
8- Previous Work	The data will be employed to support operations management, route structure, and service delivery. Further, data will guide long-range transportation policies, plans, and TIP development. Attend TRC meetings		
9- Prior FTA Funds	\$16,864.00 over past 3 fiscal years in 5303		
10- Relationship	City of Asheville Transit Planning Division		
11- Agency			
12- HPR - Highway - NCDOT 20%			
13- HPR - Highway - FHWA 80%			
14- Section 104 (f) PI, Local 20%			
15- Section 104 (f) P I FHWA 80%			
16- Section 5303 Local 10%	\$		473.00
17- Section 5303 NCDOT 10%	\$		472.00
18- Section 5303 FTA 80%	\$		3,780.00
19- Section 5307 Transit - Local 10%			
20- Section 5307 Transit - NCDOT 10%			
21- Section 5307 Transit - FTA 80%			
22- Additional Funds - Local 100%			
<b>PROGRAMED FUNDS</b>	<b>\$</b>		<b>4,725.00</b>
<b>Percentage of total Budget</b>			<b>6%</b>

**FTA TASK NARRATIVE TABLE**

I- MPO	French Broad River MPO		
2- FTA Code	44.22.00		
3- Task Code	II-B-2		
4- Title	<b>Regional Planning</b>		
5- Task Objective	The Transit Element of the MTP task seeks to explore long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated providing direction for the transit system. Furthermore, existing problems are examined to develop strategies to capitalize on the systems and community's needs, goals, and resources.		
6- Tangible Product Expected	5307 Urban Formula and split letter updated. Continued implementation of the transit master plan. Implementation of the Multimodal Transportation Plan vision/long range plan. Meet with Regional Transit Operators to prioritize regional transit projects. Attend TCC (Technical Coordinating Committee), and other transit advisory board meetings.		
7- Expected Completion Date of Products	Implementation of MTP Ongoing Participation on the 5307 Urban Formula Study Steering Committee Implementation of Multimodal Transportation Plan -Ongoing Implementation of Transit Master Plan outer phases-Ongoing Update of the Transit Master Plan – 2019 Regional Transit Operators Group and Urban Transit Systems Groups- Regular meetings TCC meetings monthly		
8- Previous Work	Asheville Transit Committee and Multimodal Transportation Commission- Monthly Completed the TDM Plan. Completed the Multimodal Transportation Plan. On-going coordination between land use planning and transit.		
9- Prior FTA Funds	In the past three years \$16,864 was received from FTA funds		
10- Relationship	The City of Asheville Planning Department, French Broad River MPO, and the Transit Planning Division will work together to implement the MTP, with special consideration given to transit's role in air quality planning. City of Asheville Transit Planning Division.		
11- Agency			
12- HPR - Highway - NCDOT 20%			
13- HPR - Highway - F11WA 80%			
14- Section 104 (f) PI, Local 20%			
15- Section 104 (f) P I FHWA 80%			
16- Section 5303 Local 10%	\$740.00		
17- Section 5303 NCDOT 10%	\$740.00		
18- Section 5303 FTA 80%	\$5,920.00		
19- Section 5307 Transit - Local 10%			
20- Section 5307 Transit - NCDOT 10%			
21- Section 5307 Transit - FTA 80%			
22- Additional Funds - Local 100%			
<b>PROGRAMED FUNDS</b>	<b>\$</b>		<b>7,400.00</b>
<b>Percentage of total Budget</b>			<b>10%</b>



**FTA TASK NARRATIVE TABLE**

I- MPO	French Broad River MPO	
2- FTA Code	44.23.02	
3- Task Code	III-A	
4- Title	<b>Project Level</b>	
5- Task Objective	The Planning Work Program is an assemblage of tasks that are programmed and scheduled. It serves as a template to organize projects, work tasks, and planning priorities. It describes all transit-related planning activities anticipated during the next year. Planning activities will be coordinated with Henderson County, Buncombe County, and Haywood County.	
6- Tangible Product Expected	The Planning Work Program will be researched and prepared for FY 2019.	
7- Expected Completion Date of Products	December 1, 2019	
8- Previous Work	The Planning Work Program is updated annually to program and schedule work tasks for the upcoming fiscal year.	
9- Prior FTA Funds	\$3,373.60 over past 3 fiscal years in 5303	
10- Relationship	City of Asheville Transportation Planning Division	
11- Agency	City of Asheville Transportation Planning Division.	
12- HPR - Highway - NCDOT 20%		
13- HPR - Highway - F11WA 80%		
14- Section 104 (f) PI, Local 20%		
15- Section 104 (f) P I FHWA 80%		
16- Section 5303 Local 10%	\$202.00	
17- Section 5303 NCDOT 10%	\$203.00	
18- Section 5303 FTA 80%	\$1,620.00	
19- Section 5307 Transit - Local 10%		
20- Section 5307 Transit - NCDOT 10%		
21- Section 5307 Transit - FTA 80%		
22- Additional Funds - Local 100%		
<b>PROGRAMED FUNDS</b>	<b>\$</b>	<b>2,025.00</b>
<b>Percentage of total Budget</b>		<b>3%</b>

**FTA TASK NARRATIVE TABLE**

<p>I- MPO 2- FTA Code 3- Task Code 4- Title 5- Task Objective</p>	<p>French Broad River MPO 44.25.00 III-B-2 <b>Transportation Improvement Program</b></p> <p>The Transportation Improvement Program task seeks to program long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated to improve the transit system. Furthermore, existing problems are examined to develop strategies to enhance transit service.</p>
<p>6- Tangible Product Expected 7- Expected Completion     Date of Products 8- Previous Work</p>	<p>The Transportation Improvement Program will be researched and prepared for FY 2019. May 2018 and as needed</p> <p>The Transportation Improvement Program is updated annually to program and schedule capital improvements for the upcoming fiscal year.</p>
<p>9- Prior FTA Funds 10- Relationship</p>	<p>\$13,491.20 over past 3 fiscal years in 5303</p> <p>The Transit Planning Division will coordinate other city, state, and federal transportation plans. The TIP will also be coordinated with Henderson, Haywood, and Buncombe County's TIP as part of the sub recipient agreements.</p>
<p>11- Agency 12- HPR - Highway - NCDOT 20% 13- HPR - Highway - F11WA 80% 14- Section 104 (f) PI, Local 20% 15- Section 104 (f) P I FHWA 80% 16- Section 5303 Local 10% 17- Section 5303 NCDOT 10% 18- Section 5303 FTA 80% 19- Section 5307 Transit - Local 10% 20- Section 5307 Transit - NCDOT 10% 21- Section 5307 Transit - FTA 80% 22- Additional Funds - Local 100%</p>	<p>\$540.00 \$540.00 \$4,320.00</p>
<p><b>PROGRAMED FUNDS</b> <b>Percentage of total Budget</b></p>	<p>\$</p> <p style="text-align: right;"><b>5,400.00</b> <b>7%</b></p>

**FTA TASK NARRATIVE TABLE**

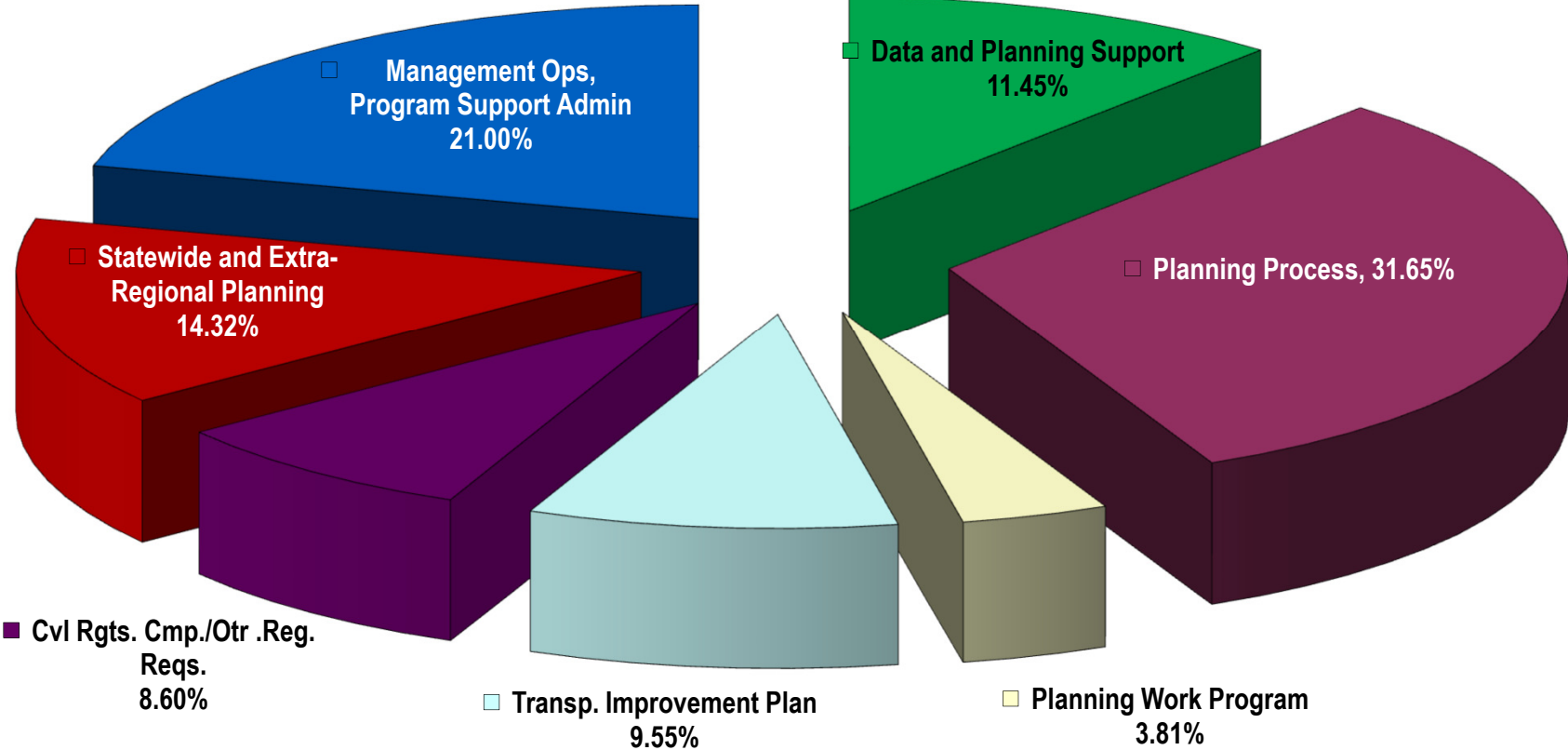
I- MPO	French Broad River MPO	
2- FTA Code	44.27.00	
3- Task Code	III-C-1	
4- Title	<b>Other Activities-Title VI Compliance</b>	
5- Task Objective	Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in all federally assisted programs. The City of Asheville's seeks to identify and address impacts borne disproportionately by members of minority and low-income communities, in relation to transit services. Environmental justice plays a large role in the delivery public transportation and this factor is taken into account all transit projects. City of Asheville will work to ensure our Subrecipients comply with Title VI. Managing DBE program including semiannual award report, quarterly ARRA award report and development of 3 year goal.	
6- Tangible Product Expected	Title VI analysis will be conducted for route and fare changes. In addition, the Limited English Proficiency and the Public Participation Plan will be implemented. 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.	
7- Expected Completion	DBE Award report Nov. 2018 DBE Award report May 2018 ARRA DBE Award report July 2018 ARRA DBE Award report October 2018 Title VI related activities Ongoing LEP related activities Ongoing	
8- Previous Work	Title VI Program updated in January 2012, June 2014, and June 2017, which included Outreach efforts and Data analysis. In addition, a Service Equity Analysis was submitted to FTA for Transit Master Plan Phase I route changes. DBE program update July 2013 and July 2016, and Award reports submitted as required. Prepared DBE goals and federal requirements for numerous bids.	
9- Prior FTA Funds	\$13,499.76 over past 3 fiscal years in 5303	
10- Relationship	The Transit and Transportation Planning Division will coordinate city transportation programs to ensure public mobility issues are addressed.	
11- Agency	City of Asheville Transit Planning Division.	
12- HPR - Highway - NCDOT 20%		
13- HPR - Highway - F11WA 80%		
14- Section 104 (f) PI, Local 20%		
15- Section 104 (f) P I FHWA 80%		
16- Section 5303 Local 10%	\$1,675.00	
17- Section 5303 NCDOT 10%	\$1,675.00	
18- Section 5303 FTA 80%	\$13,400.00	
19- Section 5307 Transit - Local 10%		
20- Section 5307 Transit - NCDOT 10%		
21- Section 5307 Transit - FTA 80%		
22- Additional Funds - Local 100%		
<b>Programmed Funds:</b>	<b>\$</b>	<b>16,750.00</b>
<b>Percentage of total Budget</b>		<b>23.0%</b>

**FTA TASK NARRATIVE TABLE**

I- MPO	French Broad River MPO
2- FTA Code	44.21.00
3- Task Code	III-E
4- Title	<b>Program Support Administration</b>
5- Task Objective	Program Administration encompasses a multitude of reporting and managerial functions. This includes report preparation for federal, state, and local bodies. Part of administration is to prepare all the documentation for capital purchasing. This task includes subrecipient planning activities. Monitor Drug and Alcohol Program of sub-recipients and sub-contractors.
6- Tangible Product Expected	Quarterly, yearly, and grant progress reports will be prepared.
7- Expected Completion Date of Products	5303 Program Quarterly Report On-going Annual NTD Report October 2017 NTD Safety and Security Report Monthly Op Stats Report Monthly FTA Milestone Quarterly Reports Quarterly Subcontractor Oversight On-going Henderson County planning activities on-going Receive Drug & Alcohol test reports monthly and quarterly Review D & A records of subs twice a year DAMIS reporting
8- Previous Work	Program Support Administration is performed on a continual basis. Monitoring Drug and Alcohol Program of our sub-recipients and sub-contractors occurred.
9- Prior FTA Funds	\$36,926.22 in 5303 & \$230,000 in 5307 over past 3 fiscal years
10- Relationship	The Transit Planning Division will coordinate other city, state, and federal transportation programs to produce efficient, effective transit service.
11- Agency	City of Asheville Transit Planning Division and subrecipient planning agencies.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$1,980.00
17- Section 5303 NCDOT 10%	\$1,980.00
18- Section 5303 FTA 80%	\$15,840.00
19- Section 5307 Transit - Local	\$30,231
20- Section 5307 Transit - NCDOT	0%
21- Section 5307 Transit - FTA 80%	\$120,922
22- Additional Funds - Local 100%	
<b>PROGRAMED FUNDS (5303)</b>	<b>\$ 19,800</b>
<b>Percentage of total Budget</b>	<b>25%</b>

FTA CODE	TASK CODE	TASK DESCRIPTION	MPO Planning and Admin - PL104			Transit Planning - 5303				SECTION 5307				TIGER II			STBG Flex Funds			
			Local 20%	Federal 80%	TOTAL	Local (10%)	State (10%)	Federal (80%)	Fund Total	Local	State	FTA 80%	5307 Total	Local	Federal	TIGER	Project	Local	Federal	STP-DA Flex Total
	<b>II-A</b>	<b>Data and Planning Support</b>	\$ 8,821	\$35,279	\$ 44,100	\$2,363	\$2,362	\$18,900	\$23,625								Asheville Transit Master Plan	\$19,200	\$76,800	\$96,000
44.24.00	II-A-1	Networks and Support Systems	\$ 5,146	\$20,582	\$ 25,728	\$1,890	\$1,890	\$15,120	\$18,900								TDM Coordinator	\$11,588	\$46,350	\$57,938
44.23.01	II-A-2	Travelers and Behavior	\$ 2,943	\$11,770	\$ 14,713	\$473	\$472	\$3,780	\$4,725								Bike Share Study	\$25,000	\$25,000	\$50,000
44.23.02	II-A-3	Transportation Modeling	\$ 732	\$2,927	\$ 3,659												Biltmore Ave Feasibility Study	\$40,000	\$160,000	\$200,000
	<b>II-B</b>	<b>Planning Process</b>	\$ 81,883	\$327,531	\$ 409,414	\$740	\$740	\$5,920	\$7,400								Asheville Pedestrian Plan	\$35,000	\$140,000	\$175,000
44.23.02	II-B-1	Targeted Planning	\$ 8,088	\$32,351	\$ 40,439												Flat Rock Greenway Feas. Study	\$8,000	\$32,000	\$40,000
44.23.01	II-B-2	Regional Planning	\$ 10,592	\$42,368	\$ 52,960	\$740	\$740	\$5,920	\$7,400								Oklawaha Greenw. Southern Ext. Study	\$10,000	\$40,000	\$50,000
44.27.00	II-B-3A	Special Studies Operations	\$ 2,203	\$8,812	\$ 11,015												Bl. Mountain Downtown Parking Study	\$7,000	\$28,000	\$35,000
44.27.00	II-B-3B	Corridor Studies Pilot Operations	\$ 3,500	\$14,000	\$ 17,500												Asheville Bike Ped Count Equipment	\$12,000	\$48,000	\$60,000
44.27.00	II-B-3C	Special Studies Pass-Through	\$ 57,500	\$230,000	\$ 287,500												Mud Creek Greenway Feasibility Study	\$10,000	\$40,000	\$50,000
	<b>III-A</b>	<b>Planning Work Program</b>	\$ 2,935	\$11,739	\$ 14,674	\$202	\$203	\$1,620	\$2,025								Waynesville Grnway Feasibility Study	\$14,400	\$57,600	\$72,000
44.21.00	III-A-1	Planning Work Program	\$ 2,203	\$8,812	\$ 11,015	\$202	\$203	\$1,620	\$2,025								Oklawaha Greenw. Northern Ext. Study			Programmed under II-B-3C Spec. Studies
44.24.00	III-A-2	Metrics and Performance Measures	\$ 732	\$2,927	\$ 3,659												FBRMPO LU Forecast to 2045			Programmed under II-B-3C Spec. Studies
	<b>III-B</b>	<b>Transp. Improvement Plan</b>	\$ 7,356	\$29,425	\$ 36,781	\$540	\$540	\$4,320	\$5,400								Corridor Studies Pilot--Year 1			Programmed under II-B-3C Spec. Studies
44.25.00	III-B-1	Prioritization	\$ 2,203	\$8,812	\$ 11,015															
44.25.00	III-B-2	Metropolitan TIP	\$ 1,471	\$5,885	\$ 7,356	\$540	\$540	\$4,320	\$5,400											
44.25.00	III-B-3	Merger/Project Development	\$ 3,682	\$14,728	\$ 18,410															
	<b>III-C</b>	<b>Cvl Rgts. Cmp./Otr .Reg. Reqs.</b>	\$ 6,325	\$25,299	\$ 31,624	\$1,675	\$1,675	\$13,400	\$16,750											
44.27.00	III-C-1	Title VI Compliance	\$ 732	\$2,927	\$ 3,659	\$1,675	\$1,675	\$13,400	\$16,750											
44.27.00	III-C-2	Environmental Justice	\$ 1,471	\$5,885	\$ 7,356															
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 77	\$308	\$ 385															
44.27.00	III-C-4	Planning for the Elderly	\$ 370	\$1,479	\$ 1,849															
44.27.00	III-C-5	Safety/Drug Control Planning	\$ -	\$0	\$ -															
44.27.00	III-C-6	Public Involvement	\$ 3,675	\$14,700	\$ 18,375															
44.27.00	III-C-7	Private Sector Participation	\$ -	\$0	\$ -															
	<b>III-D</b>	<b>Statewide &amp; Extra-Regional Planning</b>	\$ 11,031	\$44,124	\$ 55,155	\$0	\$0	\$0	\$0											
44.27.00	III-D-1	Statewide & Extra-Regional Planning	\$ 11,031	\$44,124	\$ 55,155															
	<b>III-E</b>	<b>Management Ops, Program Suppt Admin</b>	\$ 16,178	\$64,712	\$ 80,890	\$1,980	\$1,980	\$15,840	\$19,800	\$30,231	\$0	\$120,922	\$151,153							
44.27.00		Management Operations	\$ 16,178	\$64,712	\$ 80,890				\$0	\$0	\$0	\$0	\$0							
44.27.00		Program Support Administration	\$ -	\$0	\$ -	\$1,980	\$1,980	\$15,840	\$19,800	\$30,231	\$0	\$120,922	\$ 151,153							
		<b>TOTALS</b>	\$ 134,529	\$538,109	\$ 672,638	\$7,500	\$7,500	\$60,000	\$75,000	\$30,231	\$0	\$120,922	\$151,153	\$0	\$0	\$0	<b>STBG Flex Spec. Studies Total</b>	\$192,188	\$693,750	\$885,938

PWP Breakout FY 19



*Note: PWP breakout percentages on this chart do not account for special studies funded with PL Pass-Through funds and STBG Flex funds*