

Cape Fear RPO Brunswick County & Columbus County Pender County

The Cape Fear Rural Transportation Planning Organization serves as the intergovernmental organization for local elected officials, the North Carolina Department of Transportation, and residents of Brunswick, Columbus and Pender Counties to work cooperatively to address transportation issues.

Rural Transportation Advisory Committee (RTAC) Meeting Agenda

November 16, 2018 • 9:00 AM Cape Fear Council of Governments • Wilmington, NC

I. START-UP

- 1. Call to Order/Introductions
- 2. Invocation/Pledge of Allegiance
- **3.** Ethics awareness & conflict of interest statement The following is to be read aloud at the beginning of each meeting:

In accordance with the State Government Ethics Act, it is the duty of every Committee member to avoid conflicts of interest. Does any Committee member have any known conflict of interest with respect to any matters coming before the Committee today? If so, please identify the conflict and refrain from any participation in the particular matter involved.

If any members have a conflict of interest, an ABSTENTION FROM VOTING form [attached] is required to be submitted prior to the meeting.

- 4. Additions or corrections to the agenda
- **5.** Approval of minutes: October 19, 2018 [attached]
- 6. Vacancies and appointments
- 7. Public comment

II. PRESENTATIONS

8. Wilmington Rail Realignment – Laura Padgett, Project Coordinator

III. OLD/NEW BUSINESS

9. <u>Prioritization 5.0 Final Division Tier Point Assignments</u> [PUBLIC HEARING] – The deadline for final Division Needs tier local input point assignments has been extended to November 29. *RTCC recommended approving the <u>attached</u> DRAFT final Division Needs tier local input point assignments*.

Page 1 of 3

- **10.** <u>Title VI Plan</u> [PUBLIC HEARING] The CFRPO needs to adopt a Title VI Nondiscrimination Plan by December 31. *RTCC recommended approving the <u>attached</u> Title VI Nondiscrimination Plan*.
- **11.** <u>Public Participation Plan</u> [PUBLIC HEARING] The CFRPO Public Participation Plan needs to be updated to address Title VI Nondiscrimination requirements. *The RTCC recommended approving the <u>attached</u> Public Participation Plan*.
- **12.** <u>Resolution Supporting PAS-TRAN's FTA 5310 Grant Application</u> PAS-TRAN has requested a resolution in support for their application for FTA 5310 grant funds [<u>attached</u>].
- **13. RTCC Membership** [PUBLIC HEARING] The MOU and RTCC bylaws authorize the RTAC to alter the membership of the RTCC. *The RTCC recommended removing the Regional Traffic Engineer positions from the RTCC membership* [see attached RTCC Bylaws amendment].
- **14.** <u>2019 Meeting Calendar</u> The RTCC recommended adoption of the <u>attached</u> 2019 meeting calendar.

IV. REPORTS/UPDATES

- Cape Fear RPO
 - o Prioritization 5.0
 - o Columbus Co Comprehensive Transportation Plan (CTP)
 - Brunswick Co CTP
 - o Pender Co CTP
 - o Statewide Freight Advisory Committee meeting 11/19
 - o R-2561CA public meeting 11/28, Sandyfield Town Hall, 3-7 PM
- NCDOT Division 3 (Brunswick & Pender) [attached]
- NCDOT Division 6 (Columbus) [attached]
- NCDOT Transportation Planning Division (TPD) [attached]
- NC Board of Transportation

V. OTHER

- 1. Open discussion: General questions, comments, and other discussions
- **2. Future meetings:** Feb. 22, 2019 (*tentative*, Draft PWP due Feb. 28)

May 10, 2019 (tentative, Final PWP due May 31)

Aug. 16, 2019 (tentative) Nov. 15, 2019 (tentative)

3. Adjourn

Page 2 of 3

Cape Fear RPO

Rural Transportation Advisory Committee (RTAC) Meeting October 19, 2018

ABSTENTION FROM VOTING

The undersigned TAC Member abstains from voting on the following Agenda items and requests that the official record of the Meeting shows that he or she did not vote on the motion:

Item		
Reason for Abstention: _		
Item		
Reason for Abstention: _		
Item		
Reason for Abstention: _		
	Signature:	
	Date:	

The TAC Member should review the agenda prior to the meeting, list the agenda items or other matters for which he or she desires to abstain from voting, sign name, and give request to Allen Serkin, Secretary to the TAC, <u>prior</u> to the meeting.

Page 3 of 3

Cape Fear RPO

Brunswick County Columbus County Pender County

Rural Transportation Advisory Committee October 19th, 2018 Meeting Minutes

Voting Members Present

Robert Barnhill, St. Helena JV Dove, Southport Mike Forte, Brunswick County Glenn Marshall, Sandy Creek Fred McCoy, Pender County Frank Williams, Brunswick County Jackie Williams-Rowland, Brunswick

Others Present

Justin Brantley, Cape Fear COG Karen Collette, NCDOT Division 3 Charles Edwards, NCDOT Nazia Sarder, NCDOT TPD Allen Serkin, Cape Fear COG Darius Sturdivant, NCDOT Division 6

- 1. **Introduction and quorum** Having reached a quorum, Mr. Williams called the meeting to order at 9:01 AM. The attendees introduced themselves.
- 2. **Invocation/Pledge of Allegiance** Mr. Dove led the invocation and the Pledge of Allegiance.
- 3. **Ethics awareness and conflict of interest statement** Mr. Williams read the statement to the RTAC. No conflicts of interest were raised and no members recused themselves from any votes.
- 4. **Additions or corrections to the agenda** There were no proposed changes or additions to the agenda.
- 5. **Approval of Minutes** *Mr. McCoy made a motion to approve the minutes as presented, Ms. Williams-Rowland seconded the motion. The motion carried.*
- 6. **November Meeting Data Discussion** The group discussed the meeting date for the final RTAC meeting of the year, in order to perform the final point assignments. It was decided that the meeting will be held on November 16th. Mr. McCoy made a motion to approve this meeting data, Ms. William-Rowland seconded the motion. The motion carried.
- 7. **Public Comment** There was no public comment.
- 8. **Freight Flows in NC** Charles Edwards, Director of NCDOT's Logistics and Freight Division, provided an overview of North Carolina's freight operations and highlighted that North Carolina is 15 years behind other states while the Port of Wilmington is the most

- efficient port in the US in terms of lifts. He provided a summary of expected population, manufacturing, and freight trends in North Carolina and noted that rural depopulation is occurring in some counties while metropolitan areas are experiencing significant growth. Mr. Edwards noted that NCDOT is looking into rehabilitating the old Cape Fear canal system to reestablish water-based freight routes inland, revitalizing the Triad inland port, and eying new technologies such as "blockchains", fiber optics, and Intelligent Traffic Systems (ITS).
- 9. **Prioritization 5.0 Regional Tier Results** Mr. Serkin provided a summary of the Prioritization 5.0 Regional Tier Results. Mr. Forte asked if the ferry makes money. Mr. Serkin clarified that the ferry does make revenue and also identified that earlier this year the Board of Transportation approved an increase in toll rates for the Southport-Ft. Fisher Ferry.
- 10. **Prioritization 5.0 Preliminary Division Tier Point Assignments** Mr. Serkin summarized the revised local point assignments at the Division Tier and also identified that the widening of NC 87 to four lanes from US 74/76 to NC 11 and the US 74/76 interchange at Maco Rd are at risk of losing funding. The group discussed accepting points from GSATS for two projects in southern Brunswick County. The group decided to accept the points from GSATS for the preliminary point assignments. Mr. Serkin indicated that the point assignments will be made available for public review. *Mr. McCoy made a motion to approve the preliminary point assignments, Mr. Dove seconded the motion. The motion carried.*
- 11. **Resolution Supporting Boiling Spring Lakes Pedestrian Plan Grant Application** Mr. Serkin explained that Boiling Spring Lakes is seeking support from the RPO to support a NCDOT planning grant application for a pedestrian plan. *Mr. Helms made a motion to approve the resolution of support, Mr. Dove seconded the motion. The motion carried.*
- 12. **Resolution Supporting Monarch's FTA 5310 Grant Application** Mr. Serkin explained that Monarch, a non-profit serving adults with intellectual disability, is seeking a resolution of support for their FTA 5310 Grant Application. Ms. Williams-Rowland noted that this is an organization that has been providing these services for years in Columbus County. *Ms. Williams-Rowland made a motion to approve the resolution, Mr. McCoy seconded the motion. The motion carried.*
- 13. **Reports/Updates** Mr. Serkin provided an update on STIP amendments and noted that NCDOT is seeking input on the Statewide Transportation Plan. Mr. Sturdivant provided an update for Division 6. Mr. Sturdivant stated that Division 6 is in the middle of a public comment period for point assignment recommendations and that a public meeting is to be held at Lake Waccamaw for R-5819/5820. Ms. Sader provided the update for TPD.
- 14. **Open Discussion:** There was no further discussion at this time.
- 15. **Adjournment** There being no further discussion, Ms. Williams-Rowland made a motion to adjourn, Mr. Dove seconded the motion. The meeting was adjourned at 10:36 AM.

Minutes prepared by Justin Brantley on October 19, 2018.

CAPE FEAR RPO RURAL TRANSPORTATION ADVISORY COMMITTEE MEMBERSHIP ROSTER 2018

SEAT	NAME	POSITION	MAILING ADDRESS	PHONE	EMAIL	TERM	Ethics Status
Brunswick	Frank Williams	Commissioner	PO Box 1986	M: 520-5159	commissioner.williams@brunswickco	2018-19	Approved
County 1			Leland, NC 28451		<u>untync.gov</u>		2/22/18
Brunswick	Mike Forte	Commissioner	PO Box 249		commissioner.forte@brunswickcounty	2017-18	N/C eFiled
County 2			Bolivia, NC 28422		<u>nc.gov</u>		3/29/2018
Brunswick	Randy	Commissioner	222 Ricemill Cir	M: 398-1818	randy.thompson@brunswickcountync.	2017-18	eFiled
Co. Alternate	Thompson		Sunset Beach, NC 28468		gov		1/30/18
Brunswick	JV Dove	Southport Mayor	1029 N. Howe St	H: 454-9020	jv dove@southportnc.org	2018-19	Approved
Municipal 1			Southport, NC 28461	M: 448-1740			3/28/2018
Brunswick	Craig Caster	Boiling Spring	884 South Shore Dr	845-2101	mayorcaster@cityofbsl.org	2017-18	Received
Municipal 2		Lakes Mayor	Boiling Spring Lakes, NC 28461				2/27/18
Brunswick	Glenn Marshall	Sandy Creek	104 Joe Baldwin Dr	H: 655-6028	glennmsn@live.com	2018-19	Approved
Municipal Alt.		Mayor	Leland, NC 28451				2/9/2018
Columbus	Edwin Russ	Commissioner	2012 Bella Coola Rd	840-0100	edwinruss@embarqmail.com	2017-18	eFiled
County 1			Lake Waccamaw, NC 28450				3/8/2018
Columbus	Giles Byrd	Commissioner	1941 Giles Byrd Rd	840-6693	buddybyrd@gmail.com	2017-18	eFiled
County 2			Hallsboro, NC 28442	840-9477			3/8/2018
Columbus	Terry Mann	Whiteville	PO Box 607	H: 642-5029	manntl@ec.rr.com	2018-19	eFiled
Municipal 1		Mayor	Whiteville, NC 28472	M: 641-1000			2/6/2018
Columbus	Jackie Williams-	Brunswick	PO Box 36	M: 872-3587	jwmsrowland@gmail.com	2017-18	eFiled
Municipal 2	Rowland	Mayor Pro-Tem	Brunswick, NC 28424	77 110 7000		-0	4/14/2017
Columbus	Clarice Vareen	Fair Bluff	PO Box 362	H: 649-5909	claricevereen@gmail.com	<mark>2017-18</mark>	N/C eFiled
Municipal Alt.	Faison	Commissioner	Fair Bluff, NC 28439	M: 212-8640		2010 10	4/2/2018
Pender	George Brown	Commissioner	361 Bridgeside Rd	M: 512-2732	gbrown@pendercountync.gov	2018-19	Received
County 1			Rocky Point, NC 28457	77 770 0710		-01-10	4/4/2018
Pender	Fred McCoy	Commissioner	362 Harrells Rd	H: 259-9349	fmccoy@embarqmail.com	<mark>2017-18</mark>	Received
County 2	D 77 1	a car	Burgaw, NC 28425	M: 448-1651		2017 10	2/22/2018
Pender	Don Helms	Surf City	105 Bunchberry Ct	M: 279-1133	shobbs@townofsurfcity.com	2017-18	Mailed as of
Municipal 1	D 1 . D 1 111	Council Member	Hampstead, NC 28443	TT 050 5045	donaldhelms47@yahoo.com	2010 10	2/16/2018
Pender	Robert Barnhill	St. Helena	115 Northwest Ave	H: 259-5045	rbarnhill@ec.rr.com	2018-19	Approved
Municipal 2	T D	Mayor	Burgaw, NC 28425	M. (20, 0720		2010 10	2/13/2018
Pender	Teresa Batts	Surf City Council Member	PO Box 41111	M: 620-0530	teresabatts04@gmail.com	2018-19	Approved 3/16/2018
Municipal Alt. NC Board of	Can dr. Humt		Surf City, NC 28445 P.O. Box 999	W: 521-3413	aliumt@modet.cov	N/A	3/16/2018 NA
	Grady Hunt	Board Member		W: 321-3413	gljunt@ncdot.gov gradyh@ljhblaw.com	IN/A	INA
Transp. NC Board of	Landon Zimmer	Board Member	Pembroke, NC 28372 1638 Country Club Rd	763-4669		NA	NA
	Landon Zimmer	board Member		/03-4009	lgzimmer@ncdot.gov	NA	NA
Transp. Alt.			Wilmington, NC 28403				

Name in bold requests paper packet.

							Division Needs	Division 3	Division 6	Division	Brunswick	Columbus	Pender	County	Project	Division Needs	Division Needs	
SPOT ID	Mode	Project Category	Project Description	Cost to NCDOT	County	CFRPO Share		Division Priority	Division Priority	Priority Points	Division Priority		Division Priority	Priority Points	Development Points	Project Score	Preliminary Points	Division Needs Justification/Comment
H090133-C	Highway	Statewide Mobility	Widen NC 87 to 4 lanes from NC 11 to US 74/76 [R-2561C]	\$93,000,000	Columbus	100	33.59		High	100		High		100	60	76.08	100	#1 Columbus Co highway project, currently funded, at risk
			ACZ (Henderson Field) - Construct Apron Expansion Phase 2 and a partial parallel taxiway to increase runway apron capacity and airport accessability. Since the completion of the Apron Expansion Phase -1 in 2013, the apron has remained 90-100% full. Additional Apron space is needed to service transient traffic and future tenants. As noted in the recently completed NC Airport System Plan, the current apron parking meets the system objective for															#1 Non-highway project, currently
A150497	Aviation		Henderson Field (ACZ). This project will exceed the system objective value for apron parking. (Project Request 2485) [AV-5815]	\$2,103,000	Pender	100	32.86	High		100			High	100	60	75.86	100	funded, Division 3 proposes 100 points, funding likely
H090287-G	Highway	Statewide Mobility	Construct interchange at existing at-grade Intersection of US 74/76 and NC 87 (Maco Rd) [R-4462]	\$20,000,000	Brunswick	100	24.70	High		100	High			100	80	75.41	100	#1 Brunswick Co highway project, currently funded, at risk
H150503	Highway		Widen NC 53 to 3 lanes from US 117 Bypass to SR 1509 (Stag Park Rd) near Burgaw [R-5850]	\$4,200,000	Pender	100	32.39	High		100			High	100	50	74.72	100	#1 Pender Co highway project, currently funded, Division 3 proposes 100 points, funding likely
H090806-A	Highway	Regional Impact	Widen NC 211 to 4 lanes from US 17 in Supply to SR 1112 (Sunset Harbor Rd) per Feasibility Study WS-40814	\$33,500,000	Brunswick	91	33.65	High		100	High			100	30	73.09	91	#2 Brunswick Co highway project; GSATS proposes 9 points; Division 3 proposes no points
H090936-A	Highway	Statewide Mobility	Upgrade Future I-74 (US 74) to interstate standards from NC 41 near Lumberton to US 76 near Chadbourn	\$53,600,000	Columbus,	52	29.74	THE I	High	100	111611	High		100	40	72.92	52	#2 Columbus Co highway project, LRRPO proposes 48 points, Division 6 proposes 100 points, funding likely
		Regional	Widen NC 211 to 4 lanes from SR 1112 (Sunset Harbor Road) to NC 906						Tilgii			riigii						#1 Other project, Division 3
H090806-C	Highway Bicycle &	Impact Division	(Midway Road) per feasibility study WS-40814 Construct a sidewalk on the east side of NC 211 (N Howe St) in Southport	\$33,500,000		100	32.61	High		100	High			100	30	72.78	100	proposes 100 points, funding likely #2 Non-highway project, Division 3
B170770	Pedestrian		from the ABC Store (end of current sidewalk) to Dosher Hospital SUT (Cape Fear Regional Jetport) - Purchase 26 acres for west apron expansion and hangars. The Airport needs additional land in order to build	\$204,000	Brunswick	100	37.49	High		100	High	-		100	10	72.25	100	proposes 100 points, funding likely
A130091	Aviation	Division Needs	new hangars. The existing T- hangars are completely full and they currently have 40 people on a waiting list. (PC# 2176) Construct a sidewalk along the west side of NC 53 in Burgaw from the existing	\$1,620,000	Brunswick	100	34.59	High		100	High		_	100	10	71.38	100	#3 Non-highway project
B150517	Bicycle & Pedestrian	Division	sidewalk to the Osgood Canal Trail, improve trail crossings of US 117 Business and NC 53, and construct sidewalk along the north side of NC 53 from the Osgood Canal Trail across US 117 Bypass to the existing sidewalk at KFC, including crosswalks at US 117 Bypass, per 2015 Burgaw Bike/Ped Plan and	\$240,000	Dondor	100	22.45	lli-k		100			11:-1-	100	10	71.04	100	#2 Other project
H170193	Highway		Upgrade the intersection of US 701 Bypass and SR 1305 (Complex St) in Tabor City, including partial realignment of US 701 Business (Hickman Rd)/Complex Street, to reduce congestion at US 701 Bypass and NC 904, to improve mobility across US 701 Bypass, and to improve safety at the intersection	\$7,900,000		100	33.45	High	High	100		High	High	100	10	71.04	100	#3 Other project, Division 6 proposes 100 points, funding likely
1170133	Bicycle &	Division	Construct a sidewalk along the north side of Clark St in Burgaw from the existing sidewalk on SR 1412 (S Dickerson St) to Pender Memorial Park at SR 1400 (Smith St), along the west side of SR 1400 (Smith St) to W Freemont St, and along the north side of W Freemont St to the existing sidewalk on SR			100	31.37		THE H	100		riigii		100		70.33	100	#4 Other project; skip for project getting Division Engineer local input points (for geographic equity, Pender received 3 Regional Impact
B150515 H090306	Pedestrian Highway	Regional	1412 (S Dickerson St), per the 2015 Burgaw Bike/Ped Plan Widen US 701 to 4 lanes from the SC state line to NC 410 (Joe Brown Hwy) [R- 3440]	\$420,000		100	29.58	High	High	100		High	High	100	20	69.87 69.20	100	tier projects) #5 Other project, Division 6 proposes 50 points
B150514	Bicycle & Pedestrian	Division	Construct a sidewalk along E Freemont St in Burgaw connecting the existing sidewalk east of S Cowan St to the entrance to the Pender Memorial Hospital, per the 2015 Burgaw Bike/Ped Plan	\$168,000		100		High		100			High	100	10	69.13	0	#6 Other project; skip for project getting Division Engineer local input points (for geographic equity, Pender received 3 Regional Impact tier projects)

							Division Needs	Division 3	Division 6	Division	Brunswick	Columbus		County	Project	Division Needs	Division Needs	
SPOT ID	Mode	Project Category	Project Description	Cost to NCDOT	County	CFRPO Share	Quantitative Score	Division Priority	Division Priority	Priority Points	Division Priority		Division Priority	Priority Points	Development Points	Project Score	Preliminary Points	Division Needs Justification/Comment
		, ,	Construct a bypass of NC 410 through downtown Chadbourn, partially along		,													
11170044	Highway	Division	Peacock Rd and partially on new location from US 74/76 to NC 410 south of Chadbourn	¢22 C00 000	Columbus	100	22.74		115.4	100		res la		400	40	67.00	F-7	#7 Other project, Division 6
H170044	Highway	Needs	Chaubourn	\$33,600,000	Columbus	100	22.74		High	100	-	High		100	10	67.82	57	proposes 50 points
		Regional	Modernize NC 53 in Burgaw from US 117 Bypass to SR 1400 (Smith St) and															#2 Pender Highway project, Division
H090805	Highway	Impact	construct streetscape improvements, per the NC 53 Corridor Study	\$28,100,000	Pender	100	27.01	High		100	_		Medium	75	30	63.60	100	3 proposes 100 points
	Bicycle &	Division	Construct sidewalk along W Smith St in Chadbourn, connecting the existing sidewalk to Chadbourn Middle School at SR 1421 (S Wilkes St) eastward to															
B170757	Pedestrian	Needs	the existing sidewalk to the CBD at NC 410 (S Brown St)	\$152,000	Columbus	100	26.72		High	100		Medium		75	10	61.52	0	Did not score high enough
			Widen SR 1001 (Hallsboro Rd) from US 74 to NC 130 to 32-ft typical section															
H171624	Highway	Division Needs	(12 ft lanes with 4 ft paved shoulders), widen right-of-way to 100 feet, improve geometrics, and improve intersection safety	\$33,000,000	Columbus	100	23.15		High	100		Madium		75	10	60.45	0	Did not score high enough; Division 6 proposes 50 points
111/1024	Ingnway	Statewide	Widen NC 87 to 4 lanes from SR 1730 (Elwell Ferry Road) in Bladen County to	333,000,000	Bladen,	100	23.15		High	100	-	Medium		/5	10	60.45	0	o proposes 30 points
Н090133-В	Highway	Mobility	NC 11 in Columbus County [R-2561B]	\$56,100,000	Columbus	10	29.87		Medium	50		High		100	40	57.96	0	Did not score high enough
			Construct a Antenna Farm Rd partially on new location, partially on land															
		Division	owned by the State, and partially on existing municipal right-of-way (W Boiling Spring Rd), from NC 87 (George II Hwy) to NC 906 (Midway Rd), per															
H150504	Highway	Needs	Brunswick Co CTP	\$34,200,000	Brunswick	100	34.04	Medium		50	High			100	10	56.21	0	Did not score high enough
			CPC (Columbus County Municipal Airport) - Widen runway to 100', widen Runway Safety Area to 300' and lengthen to 600', and install runway lighting															
			system MALSR in order to provide an approach to Runway 24 with visibility															
		Division	minimums as low as 1/2 mile to significantly improve safety for pilots landing														_	
A170437	Aviation	Needs Statewide	at the airport during IFR conditions (PC#s 3720/3721/3722) Convert intersection of US 17 and US 17 Business (north of Bolivia) to	\$7,454,000	Columbus	100	28.48		Medium	50		High		100	20	55.54	0	Did not score high enough
H090293-J	Highway	Mobility	superstreet	\$3,000,000	Brunswick	100	28.25	Medium		50	High			100	10	54.48	0	Did not score high enough
		,									Ü							, ,
D470440	Bicycle &	Division	Construct the Lakeshore Trail multi-use path from the Lake Waccamaw State	<u> </u>		400												Billion and the control
B170440	Pedestrian	Needs	Park parking lot to the Lake Waccamaw spillway bridge to close the loop Modernize SR 1502 (Bullard Ln) US 76 (Andrew Jackson Hwy), SR 1356	\$760,000	Columbus	100	17.70		Medium	50	-	High		100	20	52.31	0	Did not score high enough
			(Hinsons Crossroads), and NC 242 (Haynes Lennon Hwy) to 32-ft typical															
11171616	I Caboon	Division	section (12 ft lanes with 4 ft paved shoulders), widen right-of-way to 100 feet,	¢50,000,000	Calvaria	100												Did not score high enough; Division
H171616	Highway	Needs Statewide	improve geometrics, and improve intersection safety Upgrade Future I-74 (US 74/76) to interstate standards from east fo the	\$50,000,000	Columbus	100	21.95		High	100		Low		50	0	51.58	0	6 proposes 50 points
H090287-AF	Highway	Mobility	Columbus/Brunswick county line to NC 87 (Maco Rd) [R-4462]	\$39,300,000	Brunswick	100	23.01	Medium		50	Medium			75	40	48.40	0	Did not score high enough
B170439	Bicycle & Pedestrian	Division Needs	Construct sidewalks on both sides of NC 211 (N Howe St) in Southport from SR 1209 (W 9th St) to W 12th St and install a crosswalk at 9th St	\$320,000	Brunswick	100	31.49	Medium		50	Medium			75	10	47.95	0	Did not score high enough
B170133	Public	Division	Purchase two (2) PAS-TRAN expansion vehicles to expand service capacity to	7320,000	Di diiswick	100	31.43	Wediam		30	Mediaiii			73	10	47.55		Did not score might chough
T130079	Transportation	Needs	accomodate increased ridership	\$12,220	Pender	100	26.48	Medium		50			Medium	75	20	47.44	0	Did not score high enough
			Construct a sidewalk on the south side of SR 1209 (W 9th St/Maple St) in Southport from the existing sidewalk at NC 211 (N Howe St) past Southport															
	Bicycle &	Division	Elementary School to the existing sidewalk at Indigo Plantation Drive, per the															
B170769	Pedestrian	Needs	2014 Southport Pedestrian Plan	\$320,000	Brunswick	100	26.73	Medium		50	Medium			75	10	46.52	0	Did not score high enough
			Construct sidewalk along E 3rd St in Chadbourn, connecting the existing															
			sidewalk along NC 410 (Joe Brown Hwy) and the CBD to the existing sidewalk at N Pine St at the entrance to Chadbourn Elementary School (formerly															
	Bicycle &	Division	B141239)															
B170758	Pedestrian	Needs	Durchas to (2) DTC average desired assessment to the desired of the	\$184,000	Columbus	100	23.38		Medium	50		Medium		75	20	46.51	0	Did not score high enough
	Public	Division	Purchase two (2) BTS expansion demand response vehicles (1 standard, 1 lift- equipped) to service the increased demand generated by the new DHHS															
T171530	Transportation	Needs	contract	\$11,100	Brunswick	100	23.15	Medium		50	Medium			75	20	46.45	0	Did not score high enough
																		Accept 16 pts from GSATS, GSATS
H171352	Highway	Regional Impact	Widen NC 904 to 4 lanes from US 17 to SR 1308 (Etheridge Rd)	\$32,500,000	Brunswick	16	28.57	Medium		50	Medium			75	0	46.07	16	proposes 84 points, Division 3 proposes no points
1			Construct a sidewalk along the east side of SR 1421 (S Wilkes St) in Chadbourn			1	20.57	. ricululii		30	TTEGRAM			75		40.07		
			from existing sidewalk at SR 1423 (W Smith St) northward to SR 1414 (W															
B141182	Bicycle & Pedestrian	Division Needs	Railroad Ave/Grists Rd) to connect Chadbourn Middle School to the surrounding neighborhood	\$200,000	Columbus	100	24.00		Madir	50		Madir		75	10	45.00	0	Did not score high enough
D141107	reuestriail	Regional	Widen US 701 to 4 lanes from SR 1166 (Pleasant Plains Rd) to SR 1004 (Rough	\$200,000	Columbus	100	24.98		Medium	50		Medium		75	10	45.99	U	חים ווסנ פרטיב וווצוו בווסמצוו
H170186	Highway	Impact	& Ready Rd) to improve mobility and safety	\$15,900,000	Columbus	100	21.63		Medium	50		Medium		75	20	45.99	0	Did not score high enough

SPOT ID	Mode	Project Category		Cost to	unty	CFRPO Share	Division Needs Quantitative Score	Division 3 Division Priority	Division 6 Division Priority	Division Priority Points	Brunswick Division Priority	Columbus Division Priority	Pender Division Priority	County Priority Points	Project Development Points	Division Needs Project Score	Division Needs Preliminary Points	Division Needs Justification/Comment
H090287-AG		Statewide Mobility	Upgrade Future I-74 (US 74/76) to interstate standards from NC 87 (Maco Rd) to SR 1426 (Mt Misery Rd) [R-4462]	\$304,000,000 Bru	•	11	24.70	Medium		50	Low			50	40	41.41	0	Did not score high enough
H090237-A	Highway	Statewide Mobility	Construct I-74 (Carolina Bays Pkwy) freeway on new location from the SC state line to US 17 at NC 130 [R-5876]	\$366,700,000 Bru		65	23.60	Medium		50	Low			50	40	41.08	65	Accept 65 pts from GSATS, GSATS proposes 35 points, Division 3 proposes no points
		Statewide	Construct Future I-74 bypass of Delco on new location from west of SR 1844	Col	lumbus,				!!								_	
H090287-AE	Hignway	Mobility Division	(Oscar Blanks Rd) to east of the Columbus/Brunswick county line [R-4462] Construct Coretta Dr on new location from NC 210 to Charlie Medlin Rd to reduce congestion and improve connectivity and mobility at the intersection	\$83,700,000 Bru	INSWICK	100	22.88	Medium	Medium	50	Low	Low		50	40	40.86	0	Did not score high enough
H170041	Highway Highway	Needs Regional Impact	of NC 210 and NC 50 in Surf City Construct a 1-lane roundabout at NC 906 (Midway Rd) and SR 1501 (Gilbert Rd) [R-3434]	\$5,200,000 Per \$1,400,000 Bru		100	24.82	Low	-	25 25	Medium		Medium	75 75	20	39.44	0	Did not score high enough Did not score high enough
		Division	CPC (Columbus County Municipal Airport) - Construct a new terminal building improve airport safety and operations and to also serve as a disaster recovery center for southeastern NC. The existing terminal building does not meet the recommended square footage (3,200 SF) for terminal buildings. CPC is far enough away from the coast that this airport with a 5,500' runway length could allow emergency aircraft to land and use the facility as a command															
A130104 H090287-AA	Aviation Highway	Needs Statewide Mobility	station during a hurricane. (PC# 2387) Upgrade Future I-74 (US 74/76) to interstate standards from US 76 near Chadbourn to NC 214 (Sam Potts Hwy) near Bolton [R-4462]	\$1,325,000 Col \$68,400,000 Col		100	20.57 19.90	-	Low	25 25		Medium		75 50	50	38.17	0	Did not score high enough Did not score high enough
H090287-AD	Highway	Statewide Mobility	Upgrade Future I-74 (US 74/76) to interstate standards from NC 214 (Sam Potts Hwy) near Bolton to west of SR 1844 (Oscar Banks Rd) [R-4462]	\$40,500,000 Col	lumbus	100	20.80		Low	25		Low		50	40	32.74	0	Did not score high enough
H171987	Highway	Statewide Mobility	Construct interchange at intersection of US 74 and NC 11	\$13,600,000 Col	lumbus	100	20.76		Low	25		Low		50	40	32.73	0	Did not score high enough
T170771	Public Transportation	Division Needs	Purchase one (1) PAS-TRAN expansion vehicles to expand service capacity to accomodate increased ridership	\$6,110 Per	nder	100	25.56	None		0			Medium	75	20	32.17	0	Did not score high enough
Н090287-Е	Highway	Statewide Mobility	Construct interchange at existing at-grade intersection of US 74/76 and NC 214 [R-4462]	\$10,800,000 Col	lumbus	100	15.68		Low	25		Low		50	40	31.21	0	Did not score high enough
H170901	Highway	Statewide Mobility	Convert US 74/76 to an unsignalized superstreet from the Columbus/Brunswick county line to I-140, closing open median crossovers, and tieing into safety project W-5601EV	\$32,000,000 Bru	ınswick	59	28.44	None		0	Medium			75	0	31.03	0	Did not score high enough
H090236-A	Highway	Regional Impact	Widen NC 906 (Midway Rd) to 4 Lanes from NC 211 (Southport-Supply Rd) to SR 1501 (Gilbert Rd) [R-3434]	\$26,800,000 Bru	ınswick	100	19.73	Low		25	Low			50	20	30.42	0	Did not score high enough
н090293-I	Highway	Statewide Mobility	Convert intersection of US 17 and SR 1569 (College Rd NE) to superstreet	\$3,000,000 Bru	ınswick	100	17.80	Low		25	Low			50	10	28.84	0	Did not score high enough
H172280	Highway	Statewide Mobility	Construct unsignalized superstreet on US 74 from SR 1836 (Byrdville Freeman Rd) to SR 1845 (Money Hole Rd)	\$21,100,000 Col	lumbus	100	19.70		Low	25		Low		50	0	28.41	0	Did not score high enough
R140031	Rail	Statewide Mobility	Restore the abandoned Atlantic Coast Line Railroad corridor (CSX AC line) from Wallace to Castle Hayne, per Pender Co CTP project PEND0001-R	\$159,500,000 Per	w Hanover, nder	74	7.41	Low		25			Low	50	10	25.72	0	Did not score high enough
H170246	Highway	Regional Impact	Realign NC 906 (Midway/Galloway Rd) at US 17 Business and construct a roundabout [R-3434]	\$2,700,000 Bru	unswick	100	19.21	None		0	Low			50	20	22.76	0	Did not score high enough
Н090802	Highway	Regional Impact	Widen NC 210 to 4 lanes with multi-use path from US 17 to B-4929 (Surf City Bridge)	\$54,300,000 Per	nder	100	19.30	None		0			Low	50	10	21.79	0	Did not score high enough
H141033	Highway	Regional Impact	Realign NC 210 at SR 1120 (Malpass Corner Rd)/SR 1121 (Bell Williams Rd) to make NC 210 the through movement, potentially using a roundabout	\$2,600,000 Per	nder	100	19.77	None		0			Low	50	0	20.93	0	Did not score high enough
R170043	Rail	Statewide Mobility	Restore the abandoned Atlantic Coast Line Railroad corridor (CSX AC line) from Malmo to the RJ Corman Carolina line in Whiteville, per FS-1706A	\$235,000,000 Col	unswick, Iumbus	99	3.92	Low	Low	25	None	Medium		37.5	10	20.93	0	Did not score high enough
H150507	Highway	Division Needs	Extend Ridgewood Ave on new location to the Walmart traffic signal to reduce congestion and improve traffic safety at intersection of US 117 Bypass and NC 53, per Pender Co CTP	\$1,800,000 Per	nder	100	14.30	None		0			Low	50	10	20.29	0	Did not score high enough

Second Policy P							Division	District on 0	B1. 1.1	D		0.1	B I	01	David and	Division	District March	
1 Topic September Provided Provide			Project		Cost to	CFRPO	Needs Quantitative	Division 3 Division	Division 6 Division	Division Priority	Brunswick Division		Pender Division	County Priority	Project Development	Needs Project	Division Needs Preliminary	Division Needs
Author A	SPOT ID	Mode	Category	Project Description	NCDOT County	Share	Score	Priority	Priority	Points	Priority	Priority	Priority		Points	Score	Points	Justification/Comment
Author A				SUT (Cane Fear Regional Jetnort) - Expand the west apron for transient														
All File Contents All																		
Second Column				, , ,														
Add Section Control																		
Value Valu			Division	lost 14 aircraft parking spaces in FY 2016 when the east apron was														
Missaud Miss	A150697	Aviation	Needs	rehabilitated per changes in FAA regulations. (PC# 2175)	\$3,042,000 Brunswick	100	29.79	Low		25	None			0	20	18.44	0	Did not score high enough
Automotive Committee Com			Statewide	Convert at grade intersection to grade separation, square loop at intersection														
Bit Statistics Bit	H141489-B	Highway	Mobility	of NC 87 and NC 11 near Sandyfield [R-2561CA]	\$17,700,000 Columbus	100	28.97		None	0		None		0	70	15.69	0	Project is committed
Bit Statistics Bit																		
18-20-20 Perfect from Perfect																		
State Stat																		
High High May Month Surprise Assignate Surprise Assignate Surprise Assignate Assigna	B150520	Pedestrian			\$240,000 Pender	100	12.55	Low		25			None	0	10	12.27	0	Did not score high enough
Sustained Sust		LP. L			¢4 000 000 C I . I	400												Later I are of a later to the later
State-size Sta	H141489-A	Hignway	Mobility		\$1,000,000 Columbus	100	32.95		None	0	_	None		0	20	11.89	U	Interchange funded at this location
## 155575 Rail Mobility FRADIOLI # Seption of the Service of			Ctatawida		Dandar Nov													
Statistical Restrict the absolution of Atlantic Coast Line Relinoid confider (CSX AC files)	D1E0E22	Pail			l '		7.50			25			Nama		10	10.75		Did not score high enough
1815/09-20 Stall Mobility From Vollation to Surgeous (places 1), pire Pended Car CEP propert #NAMIONI 8 Society (color Surgeous Activation Control of Engineering Control (Carlo) Surgeous Activation Control (Carlo) Surgeous	K130332	Naii	IVIODIIILY	PENDOUUT-N	\$60,900,000 Hallovel	00	7.50	LOW	_	25	-		None	U	10	10.75	U	Did flot score flight enough
1815/09-20 Stall Mobility From Vollation to Surgeous (places 1), pire Pended Car CEP propert #NAMIONI 8 Society (color Surgeous Activation Control of Engineering Control (Carlo) Surgeous Activation Control (Carlo) Surgeous			Statewide	Restore the abandoned Atlantic Coast Line Railroad corridor (CSY AC line)														
R170434 Rall Modelly Startwards St	R150529	Rail		· · · · · · · · · · · · · · · · · · ·	\$67.400.000 Pender	92	6.01	Low		25			None	0	10	10.30	0	Did not score high enough
R210/194 Rail Mobility Statewish Mobility Mob	1130323	Trail	Wiodiney		707,100,000 T CHUCK	- 32	0.01	LOW	-	23			None	0	10	10.50		Did flot score riight chough
R70434 Rail Mobility Construct grade separation at existing at grade interaction of US 747/6 and Satzewick Highway Mobility Si 1800 (Blacksmith Rd), formerly H15987 (E-4462) Satzewick Highway Mobility Si 1800 (Blacksmith Rd), formerly H15987 (E-4462) Satzewick Highway Highway Rail Impact Construct and implement. Southeastern North Carolina Passenger Rail Separation Regignant Form Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorially Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington via Selma and Repetitorial Luries (Lordon Raileigh to Willmington Raileigh to Wil			Statewide															
Statewide	R170434	Rail			\$35.000.000 Brunswick	70	5.23	Low		25	None			0	10	10.07	0	Did not score high enough
Highway Mobility		-	-	<u> </u>	, , , , , , , , , , , , , , , , , , , ,		5.25	2011			110110				10	20.07		0 1 10
R171G28 Rail Impact Construct and implement Southeastern North Carolina Passenger Rail Service Regional Regiona	н090287-н	Highway			\$4,400,000 Columbus	100	9.79		None	0		None		0	40	6.94	0	Did not score high enough
R271628 Rail impact Construct and implement Southeastern North Carolina Passenger Rail Service from Raileigh to Wilmington via Selma and Fayetteville using the NSH Line, 19750,000,000 Robeson, Wake 7 19,66 None None 0 None 0 10 10 6,50 0 Did not score high enough 100 None 110 None 0 None 0 10 None 10 None 0 10 None		,	<u> </u>		ыацеп,													5 5
Construct and implement Southeastern North Carolina Passenger Rail Service Hamest, Johnson, 1970, 2000 Construct and implement Southeastern North Carolina Passenger Rail Service Hamest, Johnson, 254 (1970) Construct and implement Southeastern North Carolina Passenger Rail Service Hamest, Johnson, 257, 2000, 2000 Construct and implement Southeastern North Carolina Passenger Rail Service Hamest, Johnson, 257, 2000, 2000 Construct and implement Southeastern North Carolina Passenger Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000, 2000 Construct North Rail Service Hamest, Johnson, 257, 2000 Construct North Rail Service																		
Regional Impact CSA Line, and CSSA Line, and Line, and CSSA Line,																		
Ration Compared				·														
Modernize SR 1403 (Railroad St), SR 1352 (Cherry St, Cherry Grove Rd), NC 242 (Haynes Lennon Hwy), SR 1407 (Powell St), and SR 1407 (Church St)to 32-C ft typical section (12 ft lanes with 4 ft paved shoulders), widen right-of-way to Modernize SR 1408 (Railroad St), SR 1352 (Cherry St, Cherry Grove Rd), NC 242 (Haynes Lennon Hwy), SR 1407 (Powell St), and SR 1407 (Church St)to 32-C ft typical section (12 ft lanes with 4 ft paved shoulders), widen right-of-way to Model 100 feet, improve geometrics, and improve intersection selection entersection e			Regional	from Raleigh to Wilmington via Selma and Fayetteville using the NS H Line,	Johnston,													
242 (Haynes Lennon Hwy), SR 1407 (Powell St), and SR 1407 (Galloway Rd) to superstreet St, 50,000,000 Powell S	R171628	Rail	Impact	CSX A Line, and CSX SE Line.	\$750,000,000 Robeson, Wa	e 7	19.66	None	None	0	None	None		0	10	6.90	0	Did not score high enough
242 (Haynes Lennon Hwy), SR 1407 (Powell St), and SR 1407 (Galloway Rd) to superstreet Sd, 500,000 (Powell St), and SR 1407 (Powell St), and SR																		
Division ft typical section (12 ft lanes with 4 ft paved shoulders), widen right-of-way to 100 feet, improve geometrics, and improve intersection safety 544,000,000 Columbus 100 19,23 None 0 None 0 10 6,77 0 Did not score high enough 100 not score hi																		
H171619 Highway Needs 100 feet, improve geometrics, and improve intersection safety S44,000,000 Columbus 100 19,23 None 0 None 0 10 6,77 0 Did not score high enough																		
H170034 Highway Impact	11171610	Highway			¢44,000,000,Calumbus	100	40.22		None			None		•	10	6.77		Did not soore high enough
H170034 Highway Impact new location [R-3302] \$34,500,000 Pender 100 18.85 None 0 10 6.65 0 Did not score high enough Statewide Mobility Convert intersection of US 17 and SR 1401 (Galloway Rd) to superstreet \$3,000,000 Brunswick 100 16.66 None 0 None 0 10 6.00 0 Did not score high enough 0 None 0 10 6.00 0 Did not score high enough 0 None 0 10 6.00 0 Did not score high enough 0 None 0 10 6.00 0 Did not score high enough 0 None 0 10 N	H1/1019	півпімау	+		\$44,000,000 Columbus	100	19.23		None	Ü	-	None		0	10	6.77	U	Did not score nigh enough
H090293-H Highway Mobility Convert intersection of US 17 and SR 1401 (Galloway Rd) to superstreet \$3,000,000 Brunswick 100 16.66 None 0 None 0 10 6.00 0 Did not score high enough CPC (Columbus County Municipal Airport) - Construct one 8-unit T-hangar, three 50'x50' corporate hangars, and accompanying taxiways on the west side of the Phase 1 hangars to accommodate individuals who are interested in a larger box or corporate hangar (hangar construction may be completed Division partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxiliane and apron space (PCE 2388) \$1,936,000 Columbus 100 11.78 None 0 None 0 20 5.53 0 Did not score high enough Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd and Galloway Rd with US 17 Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None 0 20 4.88 0 Did not score high enough Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)	H170034	Highway	1 -		\$34 500 000 Pender	100	10 05	None		0			None	0	10	6.65	0	Did not score high enough
Highway Mobility Convert intersection of US 17 and SR 1401 (Galloway Rd) to superstreet \$3,000,000 Brunswick 100 16.66 None 0 None 0 10 6.00 0 Did not score high enough CPC (Columbus County Municipal Airport) - Construct one 8-unit T-hangar, three 50'x50' corporate hangars, and accompanying taxiways on the west side of the Phase 1 hangars to accommodate individuals who are interested in a larger box or corporate hangar (hangar construction may be completed partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxilane and apron space) (PC# 2388) A170438 Aviation Needs the remaining hangar, hangar taxilane and apron space) (PC# 2388) S1,936,000 Columbus 100 11.78 None 0 None 0 20 5.53 0 Did not score high enough Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd with US 17 Regional and realign the offset intersection of Midway Rd and Galloway Rd with US 17 S45,900,000 Brunswick 100 9.59 None 0 None 0 20 4.88 0 Did not score high enough	11170034	Ingliway	· ·	new location [it 5502]	754,500,000 T Chack	100	18.83	None	-	0			None	0	10	0.03		Did flot score riigh chough
CPC (Columbus County Municipal Airport) - Construct one 8-unit T-hangar, three 50/x50' corporate hangars, and accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars to accompanying taxiways on the west side of the Phase 1 hangars, and accompanying taxiways on the west side of the Phase 1 hangars, and accompanying taxiways on the west side of the Phase 1 hangars taxis who are interested in a larger box or corporate hangar (hangar construction may be completed Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd) Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)	H090293-H	Highway		Convert intersection of US 17 and SR 1401 (Galloway Rd) to superstreet	\$3,000,000 Brunswick	100	16.66	None		0	None			0	10	6.00	0	Did not score high enough
three 50'x50' corporate hangars, and accompanying taxiways on the west side of the Phase 1 hangars to accommodate individuals who are interested in a larger box or corporate hangar (hangar construction may be completed partially funded with Vision 100 funds, however CPC requests STI funds for partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxilane and apron space (PC# 2388) Aviation Needs Needs Needs Needs Needs None	1.030233 1.	8		Control time section of Co 17 and St 1 to 1 (Control and the superstreet	ψογοσογοσο Επατιστεία.	100	10.00	None		U	None				10	0.00		Did not seere mgn eneagn
three 50'x50' corporate hangars, and accompanying taxiways on the west side of the Phase 1 hangars to accommodate individuals who are interested in a larger box or corporate hangar (hangar construction may be completed partially funded with Vision 100 funds, however CPC requests STI funds for partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxilane and apron space (PC# 2388) Aviation Needs Needs Needs Needs Needs None				CPC (Columbus County Municipal Airport) - Construct one 8-unit T-hangar.														
of the Phase 1 hangars to accommodate individuals who are interested in a larger box or corporate hangar (hangar construction may be completed partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxilane and apron space) (PC# 2388) \$1,936,000 Columbus 100 11.78 None 0 None 0 20 5.53 0 Did not score high enough Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd and Galloway Rd with US 17 Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None 0 None 0 20 4.88 0 Did not score high enough																		
Division Partially funded with Vision 100 funds, however CPC requests STI funds for the remaining hangar, hangar taxilane and apron space) (PC# 2388) Aviation Needs the remaining hangar, hangar taxilane and apron space) (PC# 2388) Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd and Galloway Rd with US 17 H090236-B Highway Impact Business (Old Ocean Hwy) [R-3434] Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)																		
A170438 Aviation Needs the remaining hangar, hangar taxilane and apron space) (PC# 2388) \$1,936,000 Columbus 100 11.78 None 0 None 0 20 5.53 0 Did not score high enough Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd and Galloway Rd with US 17 Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None 0 20 4.88 0 Did not score high enough 0 20 5.53				larger box or corporate hangar (hangar construction may be completed														
Widen NC 906 (Midway Rd/Galloway Rd) to 3 lanes on 4-lane right-of-way, and realign the offset intersection of Midway Rd and Galloway Rd with US 17 H090236-B Highway Impact Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None 0 20 4.88 0 Did not score high enough Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)			Division	partially funded with Vision 100 funds, however CPC requests STI funds for														
Regional Impact Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None	A170438	Aviation	Needs	the remaining hangar, hangar taxilane and apron space) (PC# 2388)	\$1,936,000 Columbus	100	11.78		None	0		None		0	20	5.53	0	Did not score high enough
H090236-B Highway Impact Business (Old Ocean Hwy) [R-3434] \$45,900,000 Brunswick 100 9.59 None 0 None 0 20 4.88 0 Did not score high enough 0 Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)																		
Division Construct a 1-lane roundabout at the intersection of SR 1001 (Hallsboro Rd)			Regional															
	H090236-B	Highway	<u> </u>		\$45,900,000 Brunswick	100	9.59	None		0	None			0	20	4.88	0	Did not score high enough
H150508 Highway Needs and SR 1972 (Soles Rd) \$2,000,000 Columbus 100 8.81 None 0 None 0 Did not score high enough																		
	H150508	Highway	Needs	and SR 1972 (Soles Rd)	\$2,000,000 Columbus	100	8.81		None	0		None		0	10	3.64	0	Did not score high enough

High	11	8	7	8	5
Medium	11	7	7	7	4
Low	11	7	6	7	4
None	10	7	6	7	4
TOTAL	43	29	26	29	17

County	# Projects	# Points
Brunswick	7	572
Columbus	5	409
Pender	4	400
TOTAL	16	1381

9/28/2018

Title VI Nondiscrimination Plan

Cape Fear Rural Transportation Planning
Organization (CFRPO)



PLAN REVIEW AND APPROVAL

Frank Williams, RTAC Chair

On behalf of the Governing Board for the Cape Fear Rural Transportation Planning Organization
(RPO), I hereby acknowledge receipt of the Title VI Nondiscrimination Plan. We, the Governing
Board, have reviewed and hereby approve this Plan. We are committed to ensuring that all
decisions are made in accordance with the nondiscrimination guidelines of this Plan, to the end
the no person is excluded from participation in, denied the benefits of, or otherwise subjected to
discrimination under any RPO transportation related services and activities on the basis of race,
color, national origin, sex, age, religion, or disability, as protected by Title VI of the Civil Rights
Act of 1964 and the nondiscrimination provisions of the Federal Highway Administration and
the North Carolina Department of Transportation.

Date

TABLE OF CONTENTS

CONTENTS

1. Title VI Nondiscrimination Policy Statement and Notice	1
2. Standard USDOT Title VI Assurances	1
3. Organization & Staffing	2
4. Environmental Justice (EJ)	3
5. Data Collection/Analysis/Reporting	
6. Limited English Proficiency (LEP)	
7. Dissemination of Title VI Information	
8. External Discrimination Complaint Procedures	9
9. Review of Organizational Directives	12
10. Title VI Training	12
11. Compliance and Enforcement Procedures	12
APPENDIX 1 - USDOT Standard Nondiscrimination Assurances	A-1
APPENDIX 2 - TAC and TCC Members and Responsibilities	
APPENDIX 3 - Organizational Chart	A-11
APPENDIX 4 - Demographic Tables	
APPENDIX 5 - Demographic Maps	A-15
APPENDIX 6 - Discrimination Complaint Guidance Form and Log	A-17
APPENDIX 7 - Title VI Public Involvement Form	A-25
APPENDIX 8 – CFRPO Title VI: Actions Taken	A-27
APPENDIX 9 - Compliance Review Checklist for FHWA Subrecipients	A-29

1. TITLE VI NONDISCRIMINATION POLICY STATEMENT AND NOTICE

It is the policy of the Cape Fear Rural Transportation Planning Organization (CFRPO), as a federal-aid recipient, to ensure that no person shall, on the ground of **race, color, national origin, Limited English Proficiency, sex, age, or disability, (and low-income, where applicable)**, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of our programs and activities, as provided by Title VI of the Civil Rights Act of 1964, Executive Orders 12898 and 13166, the Civil Rights Restoration Act of 1987, and other pertinent nondiscrimination authorities.

If you feel you have been subjected to discrimination, you may file a complaint. Allegations of discrimination should be promptly reported to RPO Director Allen Serkin, who serves as the CFRPO's Title VI Coordinator and may be reached at:

Address: 1480 Harbour Drive, Wilmington, NC 28401

Telephone: 910-395-4553, ext. 206 Email: <u>aserkin@capefearcog.org</u>

This policy is an expression of our commitment to nondiscrimination and support of the Title VI Program.

Allen Serkin, RPO Director	
Date	

$Implementation\ (Dissemination)$

- This Policy Statement contains contact information for the Title Coordinator, and it will also serve as our notice to public.
- This statement will be signed by the Director of the Cape Fear Rural Transportation Planning Organization, and re-signed whenever a new person assumes that position.
- The signed statement will be posted on office bulletin boards, near the receptionist's desk, in meeting rooms, and disseminated within brochures and other written materials.
- The statement will be incorporated into Title VI training and acknowledgement activities.
- The statement will be posted or disseminated in languages other than English, when appropriate.
- Low-income will be applicable to our programs, policies and activities under Environmental Justice when determining if there will be disproportionately high and adverse effects.

2. USDOT STANDARD TITLE VI ASSURANCES

Please refer to Appendix 1 of this Plan for a copy of our completed, signed USDOT Standard Title VI/Nondiscrimination Assurances.

3. ORGANIZATION & STAFFING

Rural Planning Organizations (RPOs) were established by the State of North Carolina in recognition of the need for more coordinated transportation planning in rural areas not within a Metropolitan Planning Organization (MPO). An RPO is a voluntary organization of local officials formed through a Memorandum of Understanding to work cooperatively with NCDOT to plan rural transportation systems and to advise NCDOT on rural transportation policy. GS 136-212 identifies four primary duties for RPO's: 1) Develop, in cooperation with NCDOT, long-range, local and regional multimodal transportation plans; 2) Provide a forum for public participation in the transportation planning process; 3) Develop and prioritize suggestions for transportation projects the organization believes should be included in the State's Transportation Improvement Program; and 4) Provide transportation-related information to local governments and other interested organizations and persons. According to GS 136-211 (b), an RPO must consist of at least three contiguous counties or an area with a population of at least 50,000 people. RPOs receive Federal Highway Administration funds from NCDOT's Transportation Planning Division (TPD).

The Cape Fear Rural Transportation Planning Organization (CFRPO) was established in 2001. Our planning area includes all of Columbus County and the non-urban portions of Pender and Brunswick counties. The Rural Transportation Advisory Committee (RTAC) is the CFRPO's policy-making board. The RTAC has 13 members and meets 4-5 times a year. The Rural Technical Coordinating Committee (RTCC) is an advisory body to the RTAC consisting of transportation experts and municipal staff. The RTCC has 27 members and meets 4-5 times a year. Appendix 2 contains rosters of current RTAC and RTCC members.

Title VI Coordinator

The RPO Director serves as the Title VI Coordinator. Key responsibilities of the Title VI Coordinator include:

- Maintaining knowledge of Title VI and related requirements.
- Attending civil rights training when offered by NCDOT, FHWA or other federal agencies.
- Administering the Title VI Nondiscrimination Program and coordinating implementation of this Plan.
- Making sure internal staff and officials are familiar and complying with their Title VI obligations.
- Disseminating Title VI information internally and to the public, including in languages other than English.
- Presenting Title VI-related information to decision-making bodies for input and approval.
- Ensuring Title VI-related posters are prominently and publicly displayed.
- Developing a process to collect data related to race, national origin, sex, age, and disability to ensure minority, low-income, and other underserved groups are included and not discriminated against.
- Ensuring that non-elected boards and committees reflect the service area and minorities are represented.

- Promptly processing (receiving, logging, investigating and/or forwarding) discrimination complaints.
- Providing information to NCDOT and cooperating during compliance reviews and investigations.
- Promptly resolving deficiencies to achieve compliance with Title VI nondiscrimination requirements.

If the Executive Director or Title VI Coordinator changes, the Title VI Policy Statement and USDOT Title VI Assurances, will immediately be updated, and an updated policy statement (and nondiscrimination agreement, if standalone) will be signed by the new Executive Director.

Staffing

The CFRPO currently employs a full-time RPO Director with additional support by intern(s). An organizational chart is located in Appendix 3.

4. ENVIRONMENTAL JUSTICE (EJ)

In 1994, President Clinton issued Executive Order (EO) 12898, Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-Income Populations. To comply with the EO, federal agencies developed EJ guidelines for their funding recipients, including Federal Highway Administration (FHWA) Order 6640.23A. Accordingly, the Cape Fear Rural Transportation Planning Organization will make achieving EJ part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health and environmental effects of its programs, policies, and activities on minority populations and low-income populations.

EJ is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation and enforcement of environmental laws, regulations and policies. The three fundamental EJ principles that guide USDOT (affiliated) actions are:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including interrelated social and economic effects, on minority and low-income populations.
- To allow the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

To achieve EJ, our programs will be administered so as to identify and avoid disproportionately high and adverse effects on minority populations and low-income populations by:

(1) Identifying and evaluating environmental, public health, and interrelated social and economic effects of our programs, policies and activities;

- (2) Proposing measures to avoid, minimize and/or mitigate disproportionately high and adverse environmental and public health effects, and interrelated social and economic effects, and providing offsetting benefits and opportunities to enhance communities, neighborhoods, and individuals affected by our programs, policies and activities, where permitted by law;
- (3) Considering alternatives to proposed programs, policies, and activities, where such alternatives would result in avoiding and/or minimizing disproportionately high and adverse human health or environmental impacts to minority and/or low-income populations; and
- (4) Eliciting public involvement opportunities and considering the results thereof, including soliciting input from affected minority and low-income populations in considering alternatives.
- (5) Adding an EJ section to plans and studies, such as Long Range Plans, Public Involvement Plans, and Corridor Studies.

EJ analyses will be conducted to determine if our programs, policies, or activities will result in disproportionately high and adverse human health and environmental effects on minority populations and low-income populations. EJ applies to our policies, such as where public meetings will be held, and our projects, such as when we plan to construct or expand a facility. Thus, we will look at various alternatives and seek input from potentially affected communities before making a final decision. Demographic data will be collected to document public involvement in the decision-making process. EJ analyses will remain on file indefinitely, and copies will be provided to NCDOT, upon request, during compliance reviews or complaint investigations. (See demographic tables in Appendix 4)

5. DATA COLLECTION/ANALYSIS/REPORTING

Data collection, analysis and reporting are key elements of a successful Title VI enforcement strategy. To meet Title VI reporting requirements, the Cape Fear Rural Transportation Planning Organization will collect and maintain data on potential and actual beneficiaries of our programs and services. This section contains relevant population data for our overall service area. The data provides context for the Title VI Nondiscrimination Program and will be used to achieve nondiscrimination in public outreach and delivery of our programs. Please refer to Appendix 4 for demographic tables on Race & Ethnicity, Age & Sex, Disability, Poverty, and Household Income.

Population Locations

Recipients of FHWA funds are required to identify the characteristics and locations of populations they serve, particularly by race/ethnicity, poverty and limited English proficiency. We will document this narratively or through maps that overlay boundaries and demographic features on specific communities, and provide this information to NCDOT, upon request. (See Appendix 5 – Demographic Maps)

It should be noted that in many places the CFRPO planning area boundary does not follow US Census Bureau geography boundaries. See Appendix 4 for the methodology used to approximate CFRPO demographic data valules.

6. LIMITED ENGLISH PROFICIENCY (LEP)

Limited English Proficient (LEP) persons are individuals for whom English is not their primary language and who have a limited ability to read, write, speak, or understand English. These individuals reported to the U.S. Census Bureau that they speak English less than very well.

To comply with USDOT's LEP Policy Guidance and Executive Order 13166, this section outlines the steps the Cape Fear Rural Transportation Planning Organization (CFRPO) will take to allow meaningful access by LEP persons to all benefits, services and information provided under our programs and activities. A four factor analysis was conducted to determine the LEP language groups present in our planning area and the specific language services that are needed.

Four Factor Analysis

This Four Factor Analysis is an individualized assessment that balances the following four factors:

- (1) The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee;
- (2) The frequency with which LEP individuals come in contact with the program;
- (3) The nature and importance of the program, activity, or service provided by the recipient to people's lives; and
- (4) The resources available to the recipient and costs.

Factor #1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the program, activity, or service of the recipient.

An analysis of the CFRPO service area determined that the LEP Spanish speaking population exceeds the safe harbor threshold. As indicated in the table below, the number of Spanish speaking individuals who speak English less than very well exceeds 1,000 individuals. Population characteristics will be reevaluated when 2020 Census data becomes available.

Table 6-1: Limited English Proficiency

Language spoken at home	Estimate	Percentage
Total (population 5 years and over):	128,457	100%
Speak only English	120,967	94.2%
Spanish:	6,154	4.8%
Speak English "very well"	3,266	2.5%
Speak English less than "very well"	2,888	2.2%
Other Indo-European language:	822	0.6%
Speak English "very well"	696	0.5%
Speak English less than "very well"	126	0.1%
Asian and Pacific Island languages:	374	0.3%
Speak English "very well"	323	0.3%
Speak English less than "very well"	51	0.0%
Other languages:	140	0.1%
Speak English "very well"	83	0.1%
Speak English less than "very well"	57	0.0%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table B16004

Factor #2: The frequency with which LEP individuals come in contact with the program.

The CFRPO has no frequency of contact from LEP populations to report from the last several years. The main opportunity for contact for LEP populations is attending CFRPO committee meetings. RTCC and RTAC meetings are held 4-5 times per year. These public meetings provide 8-10 potential opportunities for LEP individuals to come into contact with the CFRPO annually.

Factor #3: The nature and importance of the program, activity, or service provided by the recipient to people's lives.

The Cape Fear Rural Transportation Planning Organization (CFRPO) serves as the intergovernmental organization for local elected officials, the North Carolina Department of Transportation and residents of the region to work cooperatively to address transportation issues within the CFRPO boundary.

The goals and duties of the CFRPO are to: Develop long-range local and regional transportation plans (highways, railways, aviation and ferries) in cooperation with other area planning organizations and the North Carolina Department of Transportation; Provide a forum for public participation in the rural transportation planning process; Develop and prioritize transportation projects which the CFRPO believes should be included in the State Transportation Improvement Program; Provide transportation-related information to local governments and other interested organizations and persons; and Conduct transportation related studies and surveys for local governments and other interested entities/organizations. This program works to further connect these rural areas and populations.

Factor #4: The resources available to the recipient and costs.

There are several resources that will be made available to recipients of CFRPO services. It has been identified that Google Translate can be incorporated into the CFRPO website at little to no cost. There is a free version of the program as well as a version that charges \$20 per million characters translated. This feature would allow LEP populations to have greater access to the resources of the CFRPO and its related services via the website. In addition, I-Speak Cards will be available to staff to help identify languages spoken when necessary. The I-Speak Cards can help to better assist the LEP population in person as well as on the telephone. NCDOT has identified three contractors to help with various translation needs for the LEP population within the CFRPO area. These services include both written and verbal translation services. The associated costs are undetermined. The CFRPO will also continue to work to identify community-based organizations and include them in email lists to better reach LEP populations within the area.

LANGUAGE ASSISTANCE PLAN

As a result of the above four factor analysis, a Language Assistance Plan (Plan) is required. This Plan represents our commitment to ensuring nondiscrimination and meaningful access by persons who are Limited English Proficient (LEP). This Plan also details the mechanisms we will use to reach LEP persons and the language assistance services we provide. We will provide services to any person, upon request. If an individual is LEP, we will work with the individual to provide

needed transportation planning services. Our employees will be routinely oriented on the principles and practices of Title VI and LEP to achieve fairness in the administration of this Plan.

Language Assistance Measures

The following general language assistance measures are reasonable and achievable for our organization at this time:

- Translating public notices posted in the local paper into Spanish.
- Translating vital documents into Spanish.
- Making a concerted effort to inform LEP persons of available language assistance via staff, broadcast media, relationship-building with organizations, and our website.
- Posting vital bulletin board information and disseminating community surveys in various languages.
- Providing translation and interpretive services when appropriate (upon request or predetermined) at meetings.
- Determining how best to take public involvement to LEP groups directly, including through small group meetings.
- Where possible, utilizing or hiring staff who speak a language other than English and can provide competent language assistance.
 - Note: We will not ask community-based organizations (CBO) to provide, or serve as, interpreters at our meetings. Relying upon CBOs in that capacity could raise ethical concerns. If a CBO decides (on its own) to translate any materials for its constituents, or bring interpreters it trusts to our meetings, we will not object. That is their right.
- Using language identification (iSpeak) materials to determine appropriate services.
- Establishing a process to obtain feedback on our language assistance measures.

Specific Measures by Language Group

• Spanish: The previous measures will be considered for the Spanish speaking population which is the only group that has exceeded the safe harbor threshold.

Written Translation and Oral Interpretation

Vital documents will be translated for each eligible LEP language group in our service area that constitutes 5% or 1,000, whichever is less, of the population of persons eligible to be served or likely to be encountered. Translated materials will be placed online and in appropriate public (or private) places accessible to LEP persons. The safe harbor provisions apply to the translation of written documents only, and do not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and are reasonable. When appropriate, translation of any document will be communicated orally in the appropriate language.

In the event that the 5% trigger is reached for a LEP language group that is fewer than 50 persons, written notice will be provided in the primary language of that group of the right to receive competent oral interpretation of vital written materials, free of cost. The most effective method of notice, which could be an ad in the local newspaper or other publication, a radio commercial, or

door hangers, will be determined in consideration of the circumstances on the ground and in coordination with LEP community contacts.

Staff Support for Language Assistance

- Our staff (including receptionists and call centers) will be provided a list of referral resources
 that can assist LEP persons with written translation and oral interpretation, including the Title
 VI Coordinator and consultants contracted to provide LEP services. This list will be updated
 as needed to remain current.
- All main offices will have available language assistance flashcards and materials translated
 into the languages that meet the safe harbor threshold. When encountering an LEP person, staff
 should present the individual with an iSpeak flashcard and let them choose the language. Do
 not assume their preferred language. Assistance may be sought from bilingual staff fluent in
 the identified language before contacting a referral resource. Document the encounter and
 report it to the Title VI Coordinator.
- <u>Training</u>: All employees will be instructed on our procedures for providing timely and reasonable assistance to LEP persons. New employee orientation will also explain these procedures to new hires. Staff routinely encountering LEP persons by telephone or in person will receive annual refresher training. All other employees will be reminded of LEP through annual Title VI program acknowledgements and basic Title VI trainings.

Project-Specific LEP Outreach

A project-specific four factor analysis will be conducted for any project or outreach event limited to a specific geographical area (i.e., the project study area or outreach area, respectively). Language assistance will be provided in accordance with the measures already outlined, including translating written materials for each LEP language group that is 5% or 1,000, whichever is less, of the project or outreach area population.

Monitoring and Updating the Language Assistance Plan

Monitoring of daily interactions with LEP persons will be continuous, thus language assistance techniques may be refined at any time. This plan will be periodically reviewed—at least annually—to determine if our assistance measures and staff training are working. Resource availability and feedback from agency staff and the general public will be factors in the evaluation and any proposed updates. Among other practices, this process will include working with LEP community contacts to determine if our employees are responding appropriately to requests made with limited English or in languages other than English, and observing how agency staff responds to requests. To the best of our ability, we will attempt to never eliminate a successful existing LEP service. Significant LEP program revisions will be approved or adopted by our board or designated official and dated accordingly. LEP data and procedures will be reviewed and updated at least once every three years.

7. DISSEMINATION OF TITLE VI INFORMATION

In accordance with 23 CFR 200.9(b)(12) and 49 CFR 21.9(d), the Cape Fear Rural Transportation Planning Organization will utilize community outreach and public education to disseminate Title VI information to our employees, contractors, sub-recipients and the general public. Reasonable

steps will be taken to make the public aware of their rights and our obligations under Title VI through, including, but not limited to:

- Visibly posting our Title VI Policy Statement in public areas at our facilities, on our website, at our meetings, and prominently in any significant documents and reports we distribute:
- Placing notices in newspapers and publications with a large circulation among minority groups in the general vicinity of projects and activities. Where notices are placed in newspapers and other publications, they shall include the following:

"Cape Fear Rural Transportation Planning Organization operates without regard to race, color, national origin, limited English proficiency, sex, age or disability. For more information on our Title VI program, or how to file a discrimination complaint, please contact Allen Serkin at (910) 395-4553 or aserkin@capefearcog.org."

- Translating information into languages other than English that meet the LEP safe harbor threshold;
- Incorporating Title VI language into our contracts and agreements (See Appendix C of Appendix 1, USDOT Standard Title VI Assurances, for Title VI contract language); and
- Ensuring any contractors and sub-recipients we have also disseminate Title VI information.

Please refer to our Public Involvement Plan (PIP) for additional outreach methods we employ to comply with Title VI. Our PIP can be found at the CFRPO website, www.capefearrpo.org. See Appendix 7 for our Public Involvement form in English and Spanish.

8. EXTERNAL DISCRIMINATION COMPLAINT PROCEDURES

These discrimination complaint procedures outline the process used by the Cape Fear Rural Transportation Planning Organization (CFRPO) to process complaints of alleged discrimination filed under Title VI of the Civil Rights Act of 1964 and related nondiscrimination laws that are applicable to CFRPO programs, services, and activities. Complaints will be investigated by the appropriate authority. Upon completion of an investigation, the complainant will be informed of all avenues of appeal. Every effort will be made to obtain early resolution of complaints at the lowest level possible by informal means.

FILING OF COMPLAINTS

- **1. Applicability** These procedures apply to the beneficiaries of our programs, activities, and services, such as the members of the public and any consultants/contractors we hire.
- 2. Eligibility Any person or class of persons who believes that he/she has been subjected to discrimination or retaliation prohibited by any of the Civil Rights authorities based upon race, color, national origin, sex, age, or disability, may file a written complaint. The law prohibits intimidation or retaliation of any sort. The complaint may be filed by the affected individual or a representative, and must be in writing.
- **3. Time Limits and Filing Options** A complaint must be filed no later than 180 calendar days after the following:
 - The date of the alleged act of discrimination; or

- The date when the person(s) became aware of the alleged discrimination; or
- ➤ Where there has been a continuing course of conduct, the date on which that conduct was discontinued or the latest instance of the conduct.

Complaints may be submitted to the following entities:

- ➤ Cape Fear Rural Transportation Planning Organization, 1480 Harbour Drive, Wilmington, NC 28401-7776; 910-395-2684
- North Carolina Department of Transportation, Office of Civil Rights, External Civil Rights Section, 1511 Mail Service Center, Raleigh, NC 27699-1511; 919-508-1830 or toll free 800-522-0453
- ➤ Federal Highway Administration, North Carolina Division Office, 310 New Bern Avenue, Suite 410, Raleigh, NC 27601, 919-747-7010
- ➤ US Department of Transportation, Departmental Office of Civil Rights, External Civil Rights Programs Division, 1200 New Jersey Avenue, SE, Washington, DC 20590; 202-366-4070
- ➤ US Department of Justice, Special Litigation Section, Civil Rights Division, 950 Pennsylvania Avenue, NW, Washington, DC 20530, 202-514-6255 or toll free 877-218-5228
- **4. Format for Complaints** Complaints shall be in **writing** and **signed** by the complainant(s) or a representative and include the complainant's name, address, and telephone number. Complaints received by fax or e-mail will be acknowledged and processed. Allegations received by telephone or in person will be reduced to writing, may be recorded and will be provided to the complainant for confirmation or revision before processing. Complaints will be accepted in other languages, including Braille.
- **5.** Complaint Basis Allegations must be based on issues involving race, color, national origin, sex, age, or disability. The term "basis" refers to the complainant's membership in a protected group category.

Protected Categories	Definition	Examples	Applicable Statutes and Regulations
Race	An individual belonging to one of	Black/African	Title VI of the Civil
	the accepted racial groups; or the	American,	Rights Act of 1964;
	perception, based usually on	Hispanic/Latino,	49 CFR Part 21;
	physical characteristics that a	Asian, American	23 CFR 200.
	person is a member of a racial	Indian/Alaska	(Executive Order 13166)
	group	Native, Native	
		Hawaiian/Pacific	
		Islander, White	
Color	Color of skin, including shade of	Black, White, brown,	
	skin within a racial group	yellow, etc.	
National	Place of birth. Citizenship is not a	Mexican, Cuban,	
Origin	factor. Discrimination based on	Japanese,	
(LEP)	language or a person's accent is	Vietnamese, Chinese	
	also covered.		

Protected Categories	Definition	Examples	Applicable Statutes and Regulations
Sex	Gender	Women and Men	1973 Federal-Aid
			Highway Act; Title IX of
			the Education
			Amendments of 1972.
Age	Persons of any age	21 year old person	Age Discrimination Act
			of 1975
Disability	Physical or mental impairment,	Blind, alcoholic,	Section 504 of the
	permanent or temporary, or	para-amputee,	Rehabilitation Act of
	perceived.	epileptic, diabetic,	1973; Americans with
		arthritic	Disabilities Act of 1990

Complaint Processing

- 1. When a complaint is received, an Acknowledgment Letter and a Complainant Consent/Release Form will be mailed to the complainant within ten (10) business days by registered mail.
- 2. We will consult with the NCDOT Title VI Program to determine the acceptability and jurisdiction of all complaints received. (Note: If NCDOT will investigate, the Title VI Program will be responsible for the remainder of this process. We will record the transfer of responsibility in our complaints log).
- 3. Additional information will be requested if the complaint is incomplete. The complainant will be provided 15 business days to submit any requested information and the signed Consent Release form. Failure to do so may be considered good cause for a determination of no investigative merit.
- 4. Upon receipt of the requested information and determination of jurisdiction, we will notify the complainant and respondent of whether the complaint has sufficient merit to warrant investigation.
- 5. If the complaint is investigated, the notification shall state the grounds of our jurisdiction, while informing the parties that their full cooperation will be required in gathering additional information and assisting the investigator.
- 6. If the complaint does not warrant investigation, the notification to the complainant shall specifically state the reason for the decision.

Complaint Log

- 1. When a complaint is received, the complaint will be entered into the Discrimination Complaints Log with other pertinent information, and assigned a **Case Number.** (Note: All complaints must be logged).
- 2. The complaints log will be submitted to the NCDOT's Civil Rights office during Title VI compliance reviews. (Note: NCDOT may also request the complaints log during pre-grant approval processes).
- 3. When reporting **no complaints**, check the **No Complaints or Lawsuits** box and sign the log.

Please refer to Appendix 6 for a copy of our Discrimination Complaint Form, Complaints Log, and Sample Investigation Template.

9. REVIEW OF ORGANIZATIONAL DIRECTIVES

It is the responsibility of every official who develops policies, procedures, manuals, guidelines, and other directives to have them reviewed for Title VI compliance. All staff members will assist in carrying out this requirement by making sure drafts of these documents are submitted to the Title VI Coordinator for review.

10. TITLE VI TRAINING

All employees will receive basic Title VI training at least once every three years. New hires will receive this training within 15 days of their start date. Basic training will cover all sections of this Plan and our overall Title VI obligations. Staff may receive specialized training on how Title VI applies to their specific work areas. Those who routinely encounter the public will receive annual refresher training. Trainings will be provided or organized by the Title VI Coordinator and will often coincide with updates to our nondiscrimination policies and procedures. Records of staff trainings, such as agendas, sign-in sheets, copies of calendars, and certificates, will remain on file for at least three years (and in personnel files).

At present, the only RPO employee who routinely encounters the public is the Title VI Coordinator, and therefore no specialized training is anticipated.

11. COMPLIANCE AND ENFORCEMENT PROCEDURES

FHWA recipients must have mechanisms in place to enforce compliance with Title VI. The Cape Fear Rural Transportation Planning Organization utilizes internal training, meetings, monitoring contractors, technical assistance, and findings from periodic NCDOT reviews to identify deficiencies and potential discrimination. If NCDOT identifies deficiencies, the Cape Fear Rural Transportation Planning Organization will correct all deficiencies within 90 days based on a Corrective Action Plan (CAP). If attempts by NCDOT to resolve a compliance issue are unsuccessful, NCDOT may take any or all of the following steps with FHWA's concurrence:

- a. Canceling, terminating, or suspending the contract or agreement in whole or in part;
- b. Refraining from extending any further assistance to the recipient under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
- c. Taking such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the recipient.
- d. Referring the case to the FHWA for appropriate administrative or legal proceedings.
- e. Other means authorized by law.

To achieve compliance with Title VI, the Cape Fear Rural Transportation Planning Organization will take proactive steps to prevent discrimination in our programs and activities, including the following:

- □ Conduct periodic Title VI training;
- □ Address Title VI issues at staff meetings;
- □ Participate or cooperate during compliance reviews conducted by NCDOT;
- ☐ Inform and monitor any consultants/contractors regarding their Title VI obligations, including review of contracts for nondiscrimination language;
- ☐ Customize public outreach according to the situation or community at hand;
- ☐ Build a system of mutual trust and two-way communication with the public;
- ☐ Maintain pertinent demographic data (statistical);
- ☐ Review policies and procedures for Title VI compliance;
- □ Document processes & activities related to Title VI.

If the Cape Fear Rural Transportation Planning Organization identifies compliance issues with our consultants/contractors, we will also take corrective action. If attempts at corrective action are unsuccessful, any or all of the following steps may be taken with NCDOT's concurrence:

- a. Canceling, terminating, or suspending the contract or agreement with the consultant/contractor in whole or in part.
- b. Taking such other action that may be deemed appropriate under the circumstances.
- c. Referring the case to the NCDOT for appropriate administrative or legal proceedings.

APPENDIX 1 - USDOT STANDARD NONDISCRIMINATION ASSURANCES

United States Department of Transportation

STANDARD TITLE VI/NONDISCRIMINATION ASSURANCES

DOT Order No. 1050.2A

The Cape Fear Rural Transportation Planning Organization (herein referred to as the "Recipient"), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through **Federal Highway Administration (FHWA)**, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled Nondiscrimination In Federally-Assisted Programs Of The Department Of Transportation-Effectuation Of Title VI Of The Civil Rights Act Of 1964);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964).

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Nondiscrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted **Federal-Aid Highway Program**:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23(b) and 21.23(e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Federal-Aid Highway Program and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

"The Cape Fear Rural Transportation Planning Organization, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 US.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

- 3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
- 4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
- 5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
- 6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
- 7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- 8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
- 9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Cape Fear Rural Transportation Planning Organization, also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **FHWA** access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **FHWA**. You must keep records, reports, and submit the material for review upon request to **FHWA**, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Cape Fear Rural Transportation Planning Organization gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the **Federal-Aid Highway Program**. This ASSURANCE is binding on the Cape Fear Rural Transportation Planning Organization, other recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the **Federal-Aid Highway Program**. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

Cape Fear Rural Transportation Planning Organization		
BY:		
Allen Serkin, Director		
DATE:		

Attachments:

Appendices A, B, C, D, E

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- 1. **Compliance with Regulations**: The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- 2. **Nondiscrimination**: The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
- 3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- 4. **Information and Reports**: The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
- 5. **Sanctions for Noncompliance**: In the event of a contractor's noncompliance with the Non discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
- 6. **Incorporation of Provisions**: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B: CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the Cape Fear Rural Transportation Planning Organization (CFRPO) will accept title to the lands and maintain the project constructed thereon in accordance with the North Carolina General Assembly, the Regulations for the Administration of the Federal-Aid Highway Program, and the policies and procedures prescribed by the Federal Highway Administration of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Cape Fear Rural Transportation Planning Organization all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto the Cape Fear Rural Transportation Planning Organization (CFRPO) and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the CFRPO, its successors and assigns.

The CFRPO, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the CFRPO will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended [, and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C: CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Cape Fear Rural Transportation Planning Organization (CFRPO) pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Nondiscrimination covenants, the CFRPO will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Nondiscrimination covenants, the CFRPO will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the NCDOT and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D: CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the Cape Fear Rural Transportation Planning Organization (CFRPO) pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non discrimination covenants, the CFRPO will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Nondiscrimination covenants, the CFRPO will there upon revert to and vest in and become the absolute property of the NCDOT and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Nondiscrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of
 disability in the operation of public entities, public and private transportation systems, places of public
 accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by
 Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

APPENDIX 2 - TAC AND TCC MEMBERS AND RESPONSIBILITIES

The governing board of the CFRPO is the Rural Transportation Advisory Committee (RTAC), a board of county and municipal elected officials from the CFRPO counties. The RTAC holds 4-5 meetings per year, as does the Rural Transportation Coordinating Committee (RTCC), a committee of staff representatives from the CFRPO counties, municipalities, rural transit systems, Cape Fear Council of Governments, and NCDOT that provides technical recommendations to the governing board.

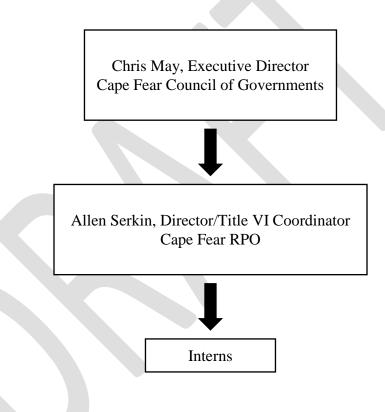
RTAC Members 2018

SEAT	NAME	POSITION
Brunswick County 1	Frank Williams	County Commissioner
Brunswick County 2	Mike Forte	County Commissioner
Brunswick Co. Alternate	Randy Thompson	County Commissioner
Brunswick Municipal 1	JV Dove	Southport Mayor
Brunswick Municipal 2	Craig Caster	Boiling Spring Lakes Mayor
Brunswick Municipal Alt.	Glenn Marshall	Sandy Creek Mayor
Columbus County 1	Edwin Russ	County Commissioner
Columbus County 2	Giles Byrd	County Commissioner
Columbus Municipal 1	Terry Mann	Whiteville Mayor
Columbus Municipal 2	Jackie Williams-Rowland	Brunswick Mayor Pro-Tem
Columbus Municipal Alt.	Clarice Vareen Faison	Fair Bluff Commissioner
Pender County 1	George Brown	County Commissioner
Pender County 2	Fred McCoy	County Commissioner
Pender Municipal 1	Don Helms	Surf City Council Member
Pender Municipal 2	Robert Barnhill	St. Helena Mayor
Pender Municipal Alt.	Teresa Batts	Surf City Council Member
NC Board of Transp.	Grady Hunt	Board Member
NC Board of Transp. Alt.	Landon Zimmer	Board Member

RTCC Members 2018

SEAT (TERM)	NAME	POSITION
Brunswick County	Helen Bunch	Zoning Admin.
Brunswick Municipal 1 (2018-19)	Thomas Lloyd	Town Planner
Brunswick Municipal 2 (2017-18)	Jeff Repp	Boiling Spring Lakes City Mgr.
Brunswick Municipal Alt. 1 (2018-19)	Jake Vares	Southport Planner
Brunswick Municipal Alt. 2 (2017-18)	Gary Brown	St. James Town Administrator
Columbus County	Samantha Alsup	Planning Director
Columbus Municipal 1 (2018-19)	Robert Lewis	Whiteville Planning Director
Columbus Municipal 2 (2017-18)	Vacant	
Columbus Municipal Alt. (2017-18)	Vacant	
Pender County	Pat O'Mahony	Long Range Planner
Pender Municipal 1 (2016-17)	Michael Rose	Topsail Beach Town Manager

SEAT (TERM)	NAME	POSITION
Pender Municipal 2 (2017-18)	Karen Dunn	Burgaw Planning Admin.
Pender Municipal Alt. (2017-18)	Todd Rademacher	Surf City Planning Director
Cape Fear RPO	Allen Serkin	Planning Director
Cape Fear COG	Chris May	Exec. Director
NCDOT Division 3	Caitlin Marks	Division Planning Engineer
NCDOT Division 6	Darius Sturdivant	Division Planning Engineer
NCDOT Transp. Planning	Nazia Sarder	RPO Coordinator
NCDOT Cape Fear Reg. Traffic	Coke Gray	Regional Traffic Engineer
NCDOT Sandhills Reg. Traffic	Janet Whetstone-	Regional Traffic Engineer
	Perez	
Brunswick Transit	Yvonne Hatcher	Exec. Director
Columbus Transportation	Joy Jacobs	Director
Pender Transportation	Jim Longenbach	Transportation Director
MOTSU	Steve Kerr	Deputy Commander
State Ports Authority	Stephanie Ayers	Director of Planning & Dev.
Wilmington MPO	Abby Lorenzo	Senior Transportation Planner
GSATS MPO	Mark Hoeweler	Exec. Director



APPENDIX 4 - DEMOGRAPHIC TABLES

The CFRPO boundary does not follow Census Bureau geographies; therefore, values in the following demographic tables and in Table 6-1 above are estimates based on the Census Block Groups or Tracts (as indicated in the Methodology below) that are most closely associated with the population within the CFRPO planning area.

Table A1: Race and Ethnicity

Race and Hispanic or Latino origin	#	%
Total Population	135,276	100.0%
White alone	95,191	70.4%
Black or African American alone	30,648	22.7%
American Indian or Alaska Native alone	2,455	1.8%
Asian alone	471	0.3%
Native Hawaiian and Other Pacific Islander alone	154	0.1%
Some other race alone	4,122	3.0%
Two or More Races	2,235	1.7%
HISPANIC OR LATINO (of any race)	7,185	5.3%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Tables B02001 and B03002

Table A2: Age and Sex

Cov by ogo	Ma	ale	Fen	nale	Both sexes		
Sex by age	#	%	#	%	#	%	
Total Population	66,903	100.0%	68,373	100.0%	135,276	100.0%	
Under 5 years	3,643	5.4%	3,176	4.6%	6,819	5.0%	
5 to 9 years	3,958	5.9%	4,063	5.9%	8,021	5.9%	
10 to 14 years	4,182	6.3%	3,950	5.8%	8,132	6.0%	
15 to 17 years	2,512	3.8%	2,604	3.8%	5,116	3.8%	
18 and 19 years	1,515	2.3%	1,305	1.9%	2,820	2.1%	
20 years	671	1.0%	727	1.1%	1,398	1.0%	
21 years	619	0.9%	810	1.2%	1,429	1.1%	
22 to 24 years	2,766	4.1%	1,892	2.8%	4,658	3.4%	
25 to 29 years	3,901	5.8%	3,605	5.3%	7,506	5.5%	
30 to 34 years	3,668	5.5%	3,658	5.4%	7,326	5.4%	
35 to 39 years	3,378	5.0%	3,511	5.1%	6,889	5.1%	
40 to 44 years	4,636	6.9%	4,227	6.2%	8,863	6.6%	
45 to 49 years	4,440	6.6%	4,198	6.1%	8,638	6.4%	
50 to 54 years	4,772	7.1%	4,796	7.0%	9,568	7.1%	
55 to 59 years	5,167	7.7%	5,354	7.8%	10,521	7.8%	
60 and 61 years	1,873	2.8%	2,111	3.1%	3,984	2.9%	
62 to 64 years	2,844	4.3%	3,453	5.1%	6,297	4.7%	
65 and 66 years	2,053	3.1%	2,151	3.1%	4,204	3.1%	
67 to 69 years	3,298	4.9%	2,937	4.3%	6,235	4.6%	
70 to 74 years	3,130	4.7%	4,045	5.9%	7,175	5.3%	

Cov by ogo	Male		Fen	nale	Both sexes		
Sex by age	#	%	#	%	#	%	
75 to 79 years	2,046	3.1%	2,601	3.8%	4,647	3.4%	
80 to 84 years	1,096	1.6%	1,717	2.5%	2,813	2.1%	
85 years and over	735	1.1%	1,482	2.2%	2,217	1.6%	
Under 17 years	14,295	21.4%	13,793	20.2%	28,088	20.8%	
18 to 64 years	40,250	60.2%	39,647	58.0%	79,897	59.1%	
65 years and over	12,358	18.5%	14,933	21.8%	27,291	20.2%	

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table B01001

Table A3: Disability

Disability characteristics	Total	With a disability		
Disability characteristics	Individuals	#	%	
Total civilian noninstitutionalized population	133,341	25,378	19.0%	
Population under 5 years	6,925	52	0.8%	
Population 5 to 17 years	21,534	1,825	8.5%	
Population 18 to 64 years	77,761	13,518	17.4%	
Population 65 years and over	27,121	9,983	36.8%	
SEX				
Male	64,035	12,918	20.2%	
Female	69,306	12,460	18.0%	
RACE				
White alone	95,263	17,591	18.5%	
Black or African American alone	28,793	6,802	23.6%	
American Indian and Alaska Native alone	2,252	400	17.8%	
Asian alone	499	15	3.0%	
Native American and Other Pacific Islander alone	148	0	0.0%	
Some other race alone	4,120	160	3.9%	
Two or more races	2,266	410	18.1%	
HISPANIC OR LATINO ORIGIN				
Hispanic or Latino (of any race)	7,297	498	6.8%	

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table S1810

Table A4: Poverty

Ratio of income to poverty level in the past 12 months	Individuals	Percentage
All individuals for whom poverty status is determined	130,748	100.0%
below 50 percent of poverty level	12,345	9.4%
50 to 99 percent of poverty level	13,069	10.0%
100 to 124 percent of poverty level	6,840	5.2%
125 to 149 percent of poverty level	7,693	5.9%
150 to 184 percent of poverty level	11,878	9.1%

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table C17002

Table A5: Household Income

Household income in the past 12 months	Households			
(in 2016 inflation-adjusted dollars)	#	%		
Total Households	53,150	100.0%		
Less than \$10,000	5,389	10.1%		
\$10,000 to \$14,999	3,819	7.2%		
\$15,000 to \$24,999	6,362	12.0%		
\$25,000 to \$34,999	6,646	12.5%		
\$35,000 to \$49,999	8,279	15.6%		
\$50,000 to \$74,999	9,342	17.6%		
\$75,000 to \$99,999	5,721	10.8%		
\$100,000 to \$149,999	4,925	9.3%		
\$150,000 to \$199,999	1,391	2.6%		
\$200,000 or more	1,277	2.4%		

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates, Table B19001

Methodology

Block Groups used for tables 6-1, A1, A2, A4, and A5:

370479305001, 370479311002, 370479312006, 370479304001, 370479305003, 370479306002, 370479303001, 370479307001, 370479308002, 370479309001, 370479303002, 370479303003, 370479313004, 370479304003, 370479310003, 370479305002, 370479313001, 370479311001. 370479302001, 370479312005, 370479307003, 370479301001, 371419202042, 371419204031, 371419201011, 371419201032, 371419201033, 371419202041, 371419205011, 371419204021, 371419206011, 371419204032, 371419204011, 371419205013, 371419205021, 370479306001, 370479306003, 370479308001, 370479310001, 370479309005, 370479307004, 370479306004, 370479307005, 370479301003, 370190202031, 370190202032, 370190202043, 370190202044, 370190203042, 370190203062, 370190203071, 370190203082, 370190203092, 370190203093, 370190203101, 370190203102, 370190203103, 370190203104, 370190203105, 370479311003, 371419201012, 371419201031, 370479310002, 371419204022, 371419203002, 371419205012, 371419203003, 371419203001, 370479307002, 370479308004, 370479309004, 370479309002, 370479309003, 370479312003, 370479312002, 370479312001, 370479313003, 370479301002, 370479304002, 370479308003, 370479312004, 370479313002, 371419201021, 371419201022, 370190206011, 370190203031, 370190203052, 370190202022, 370190202041, 370190202042, 370190203061, 370190203063, 370190206024, 370190205051, 370190205053, 370190206021, 370190206023, 370190203051, 370190205052, 370190206031, 370190203081, 370190203032, 370190203041, 370190203091

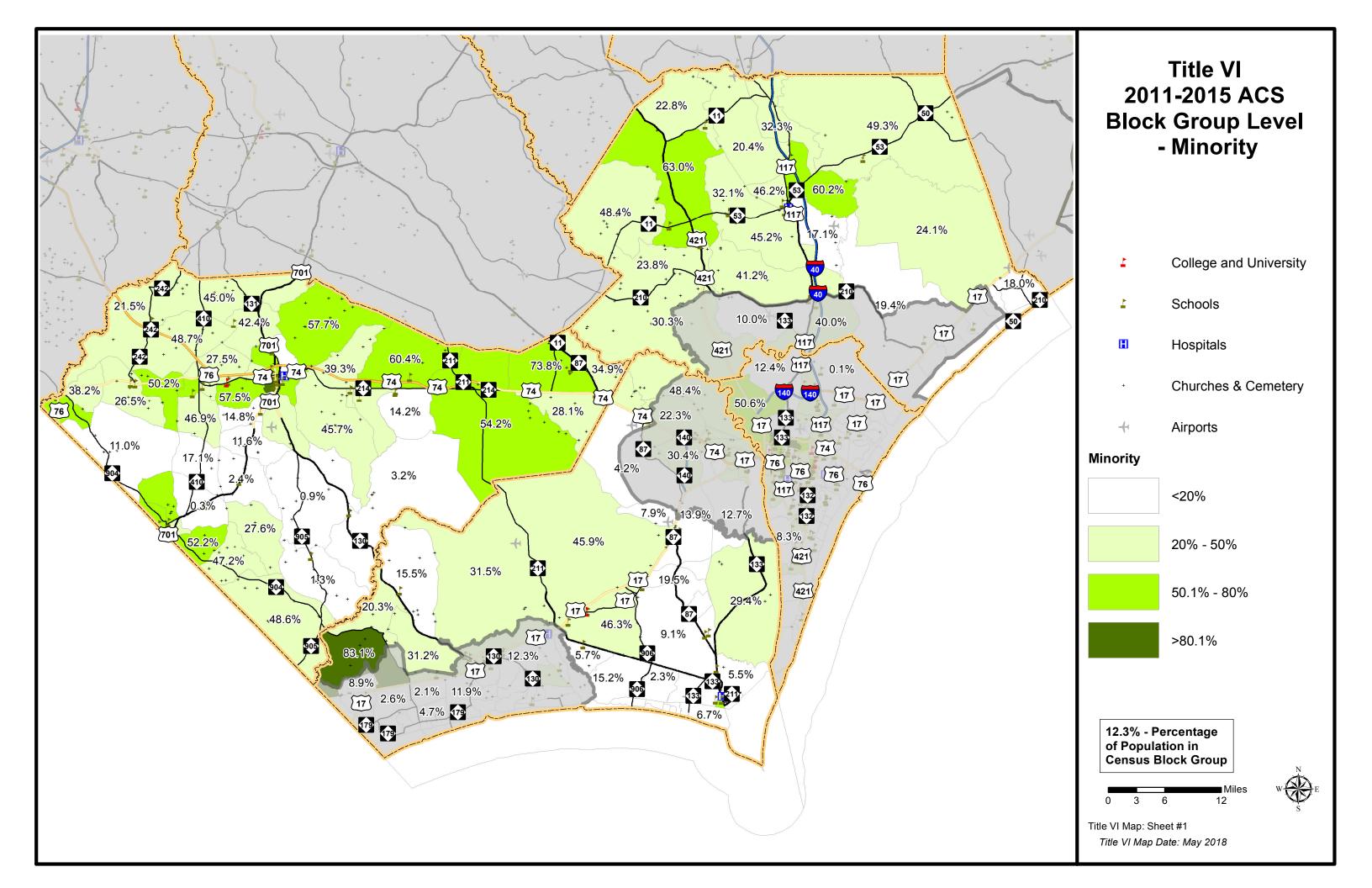
Tracts used for table A3:

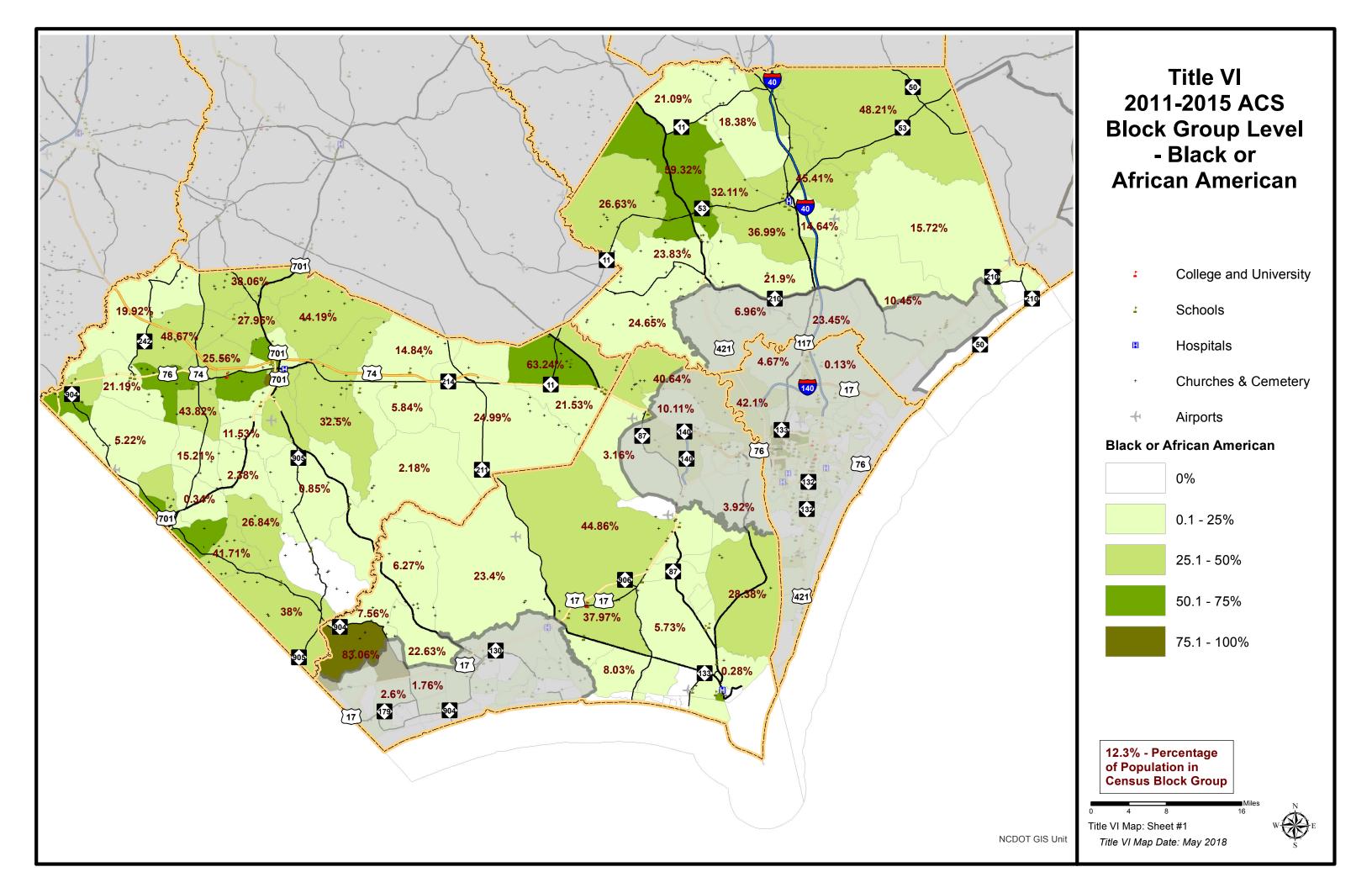
 $37047930600,\ 37047930200,\ 37047930100,\ 37047930700,\ 37047930500,\ 37047930800,\ 37047930300,\ 37047931200,\ 37047930400,\ 37047931000,\ 37047931300,\ 37047931100,\ 37047930900,\ 37141920402,\ 37141920501,\ 37141920502,\ 37141920403,\ 37141920300,\ 37019020603,\ 37019020303,\ 37019020304,\ 37019020304,\ 37019020305,\ 37019020309,\ 37019020307,\ 37019020308,\ 37141920103,\ 37141920601,\ 37141920204,\ 37141920102,\ 37141920101,\ 37141920401$

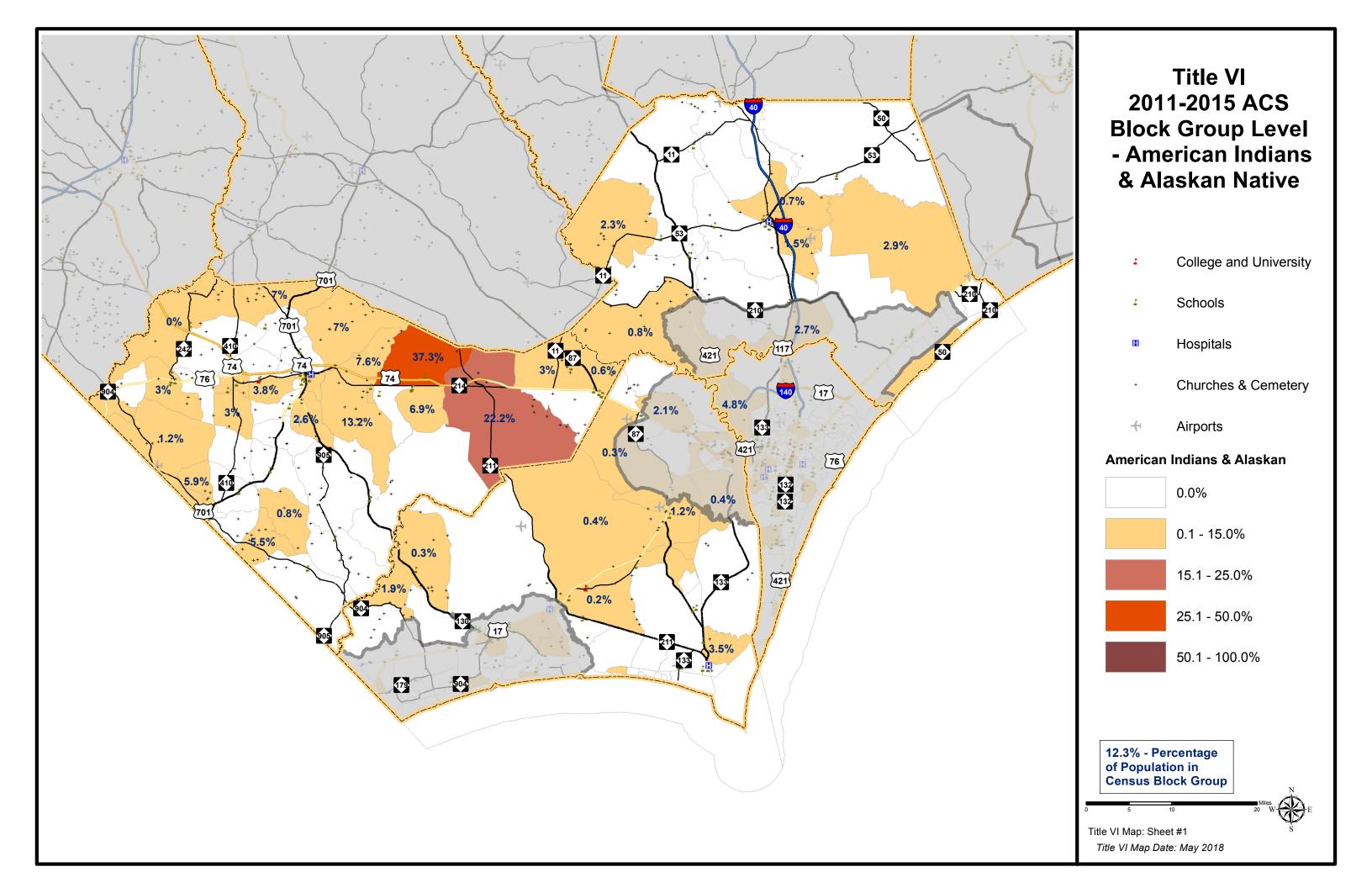
APPENDIX 5 - DEMOGRAPHIC MAPS

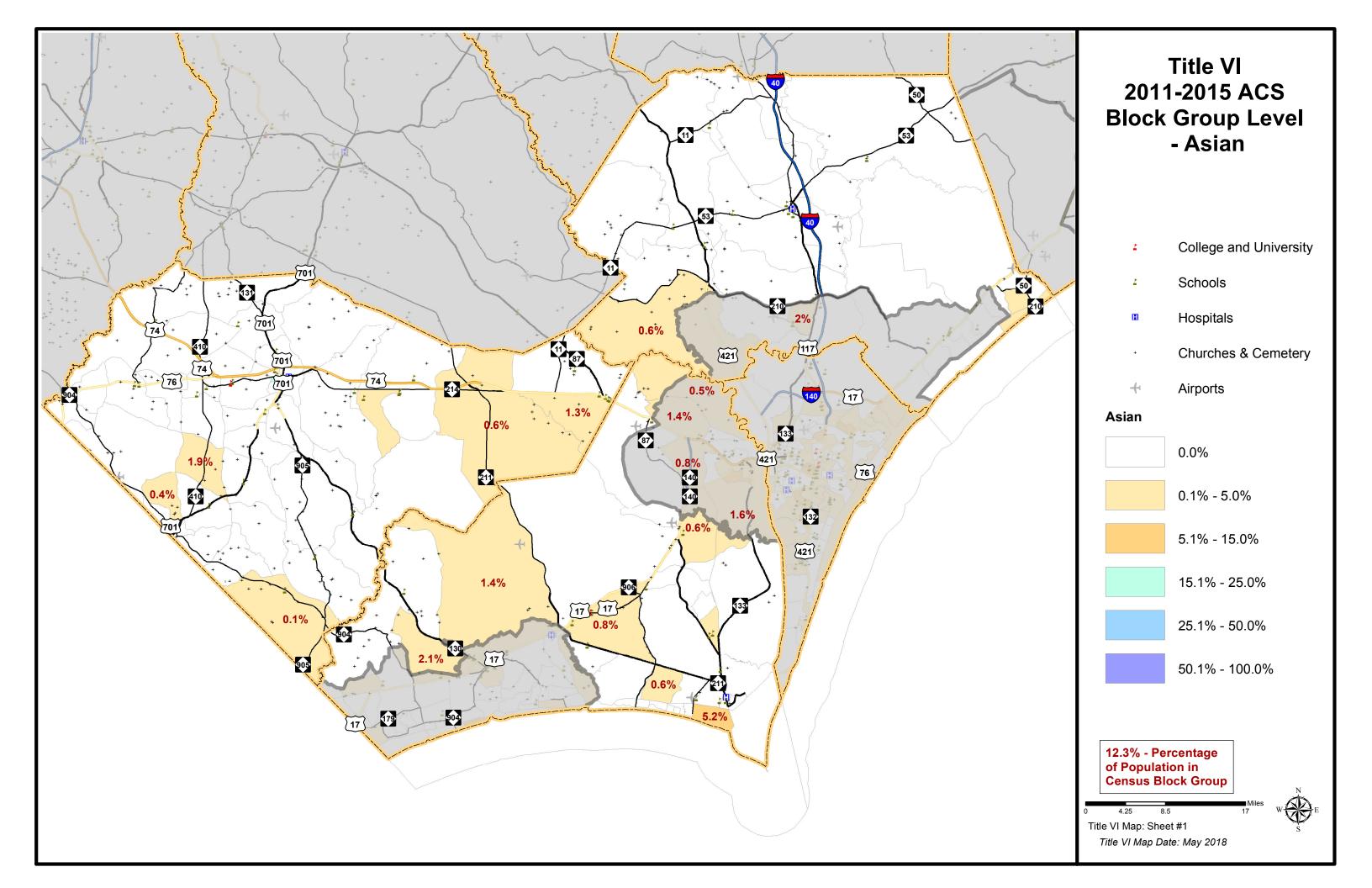
The following demographic maps were developed using 2011-2015 American Community Survey Block Group data:

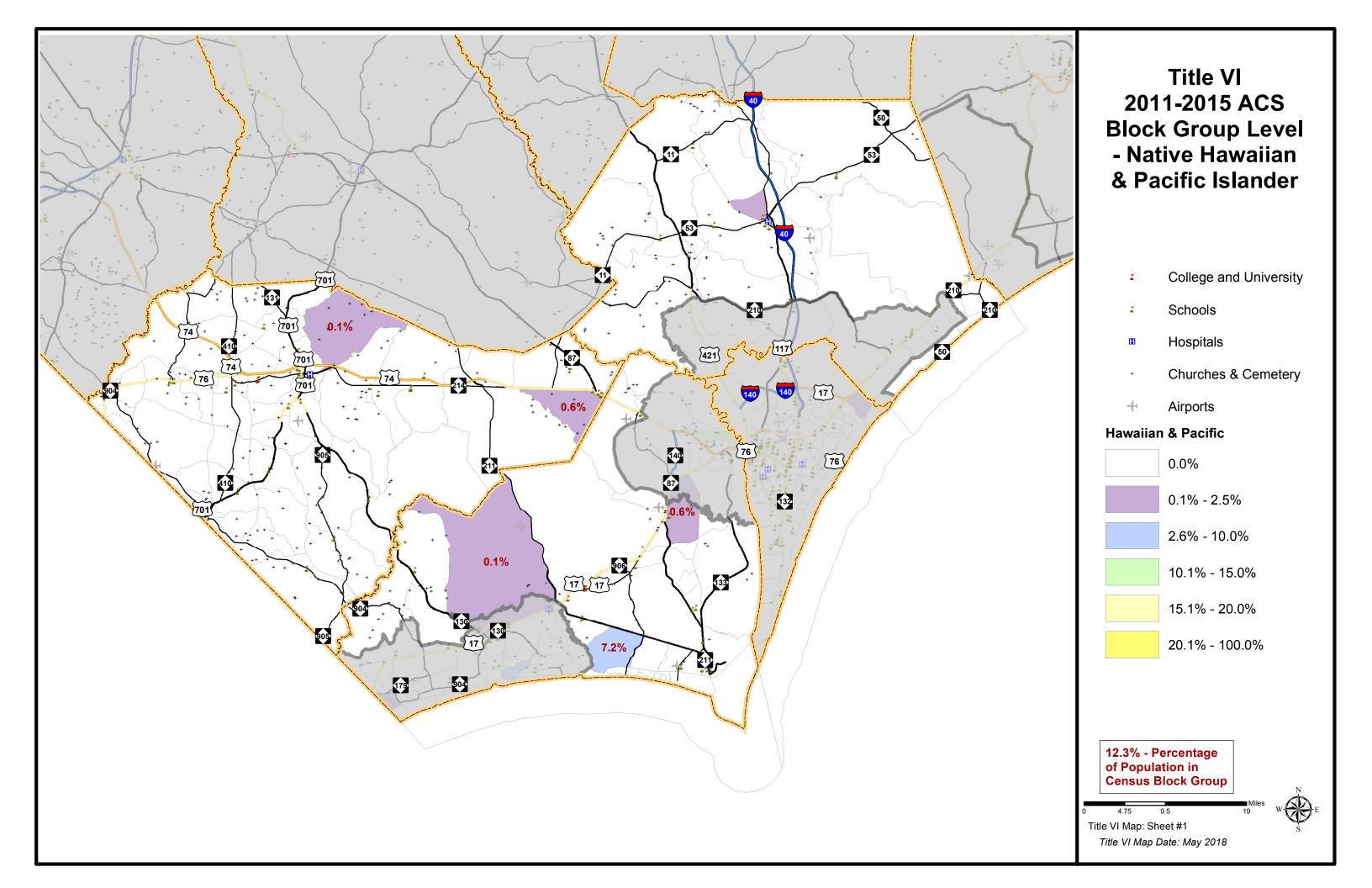
- 1. Minority
- 2. Race: Black or African American
- 3. Race: American Indian and Alaskan Native
- 4. Race: Asian
- 5. Race: Native Hawaiian & Pacific Islander
- 6. Race: Some Other Race
- 7. Race: Two or More Races
- 8. Poverty
- 9. Zero Car Households
- 10. Ethnicity: Hispanic & Latino
- 11. Limited English Proficiency: Spanish
- 12. Limited English Proficiency: Other Indo-European languages (not Spanish)
- 13. Limited English Proficiency: Asian and Pacific languages
- 14. Limited English Proficiency: Other languages
- 15. Age 65 and Over

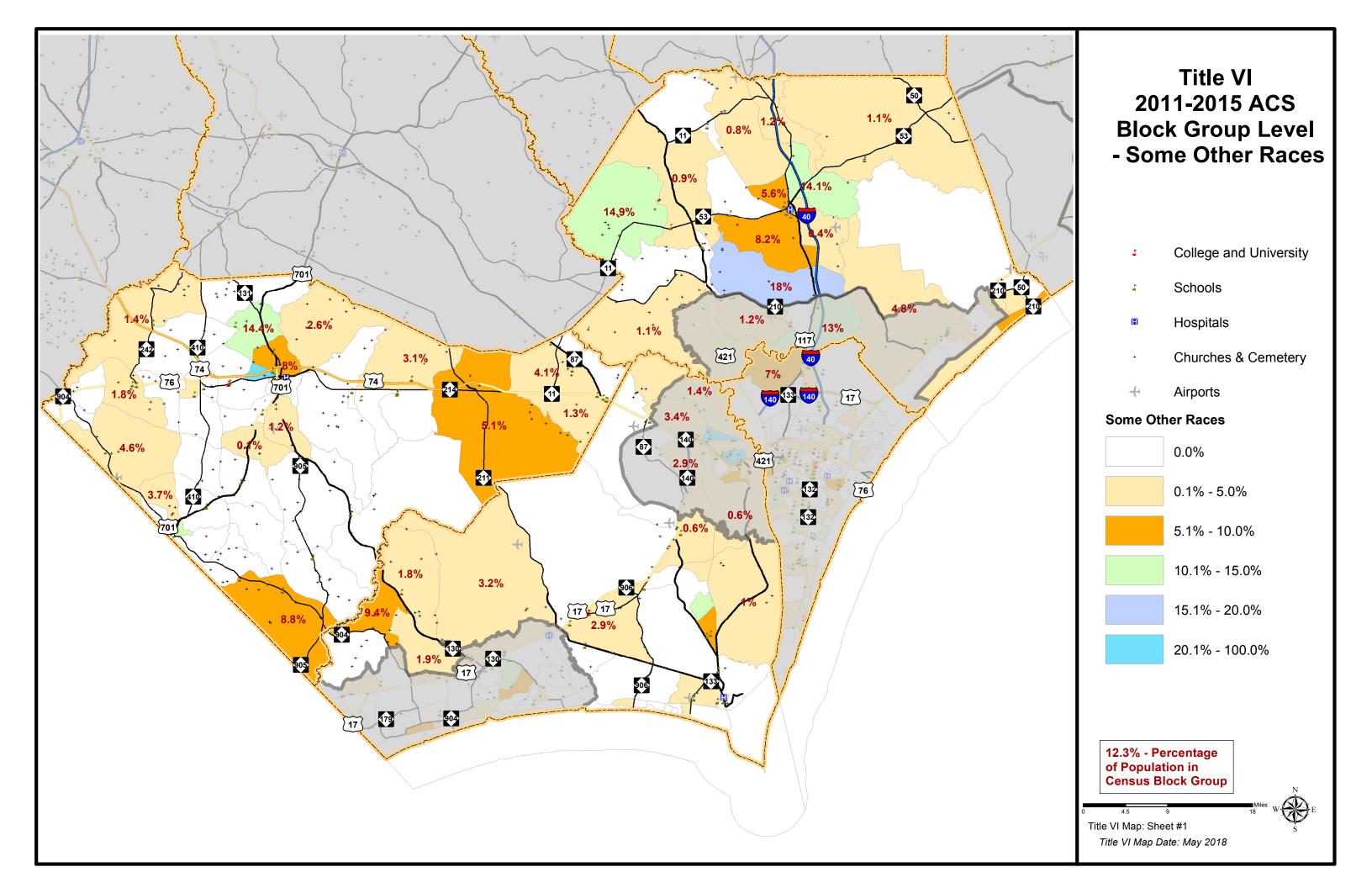


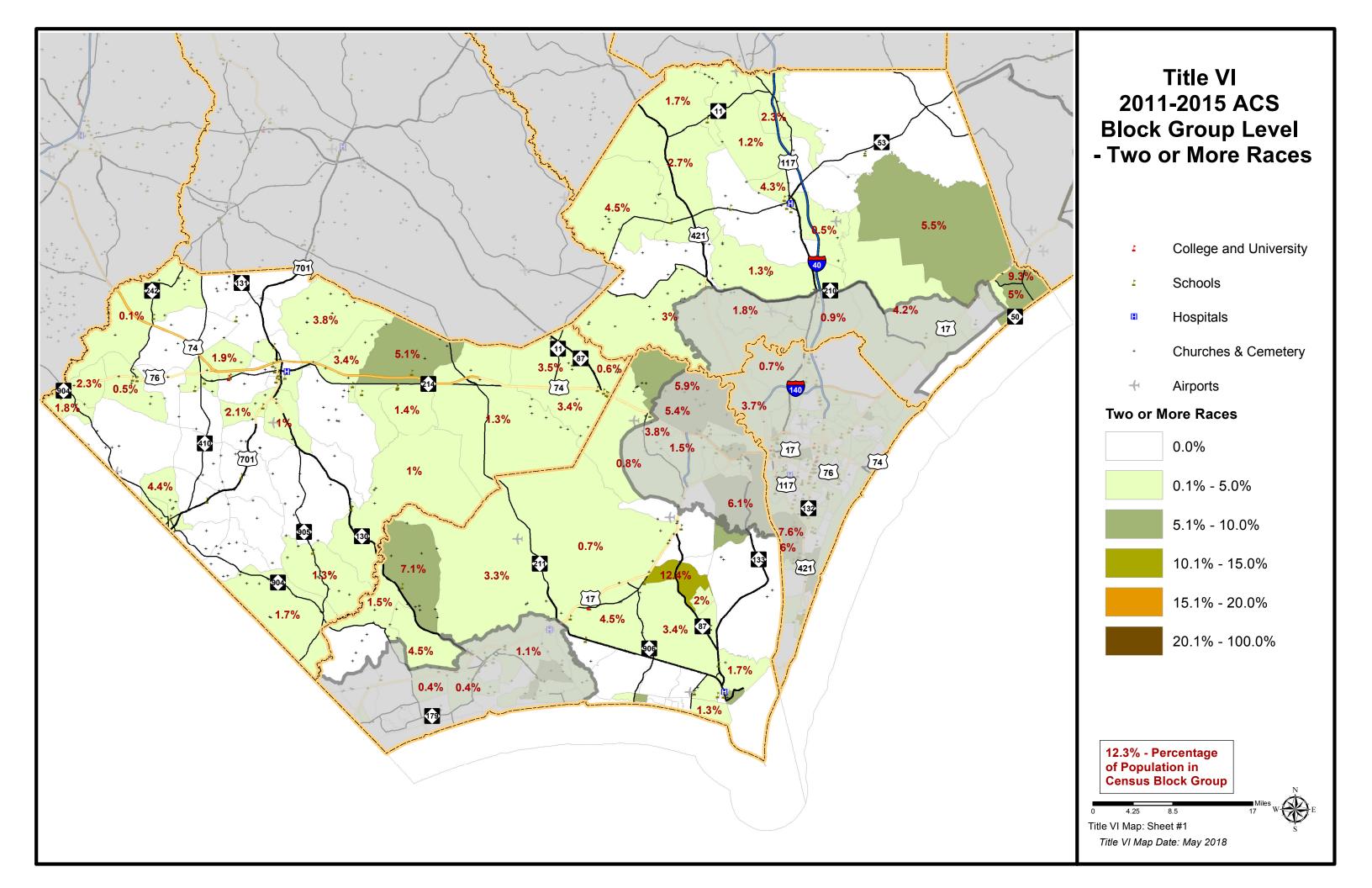


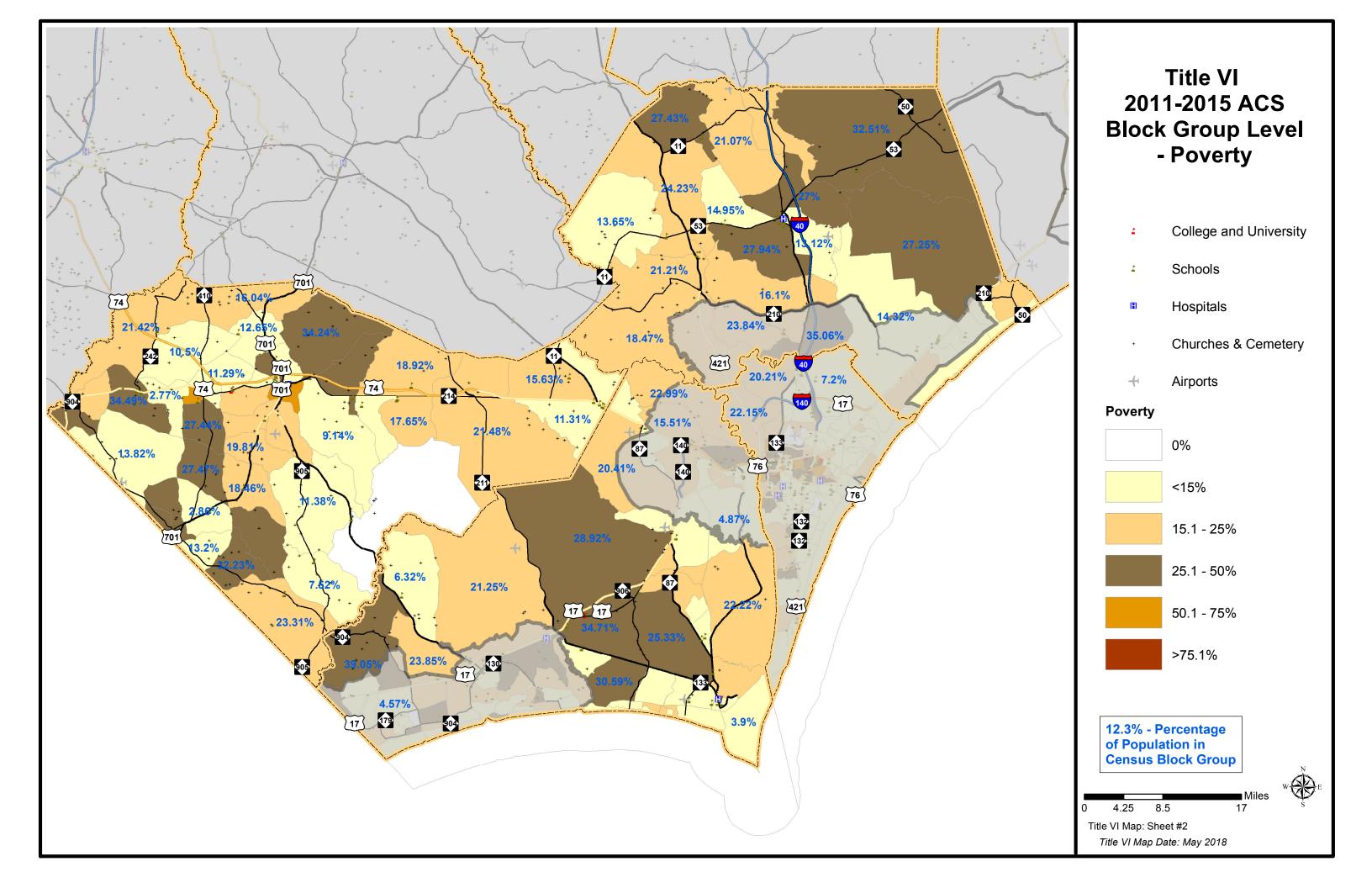


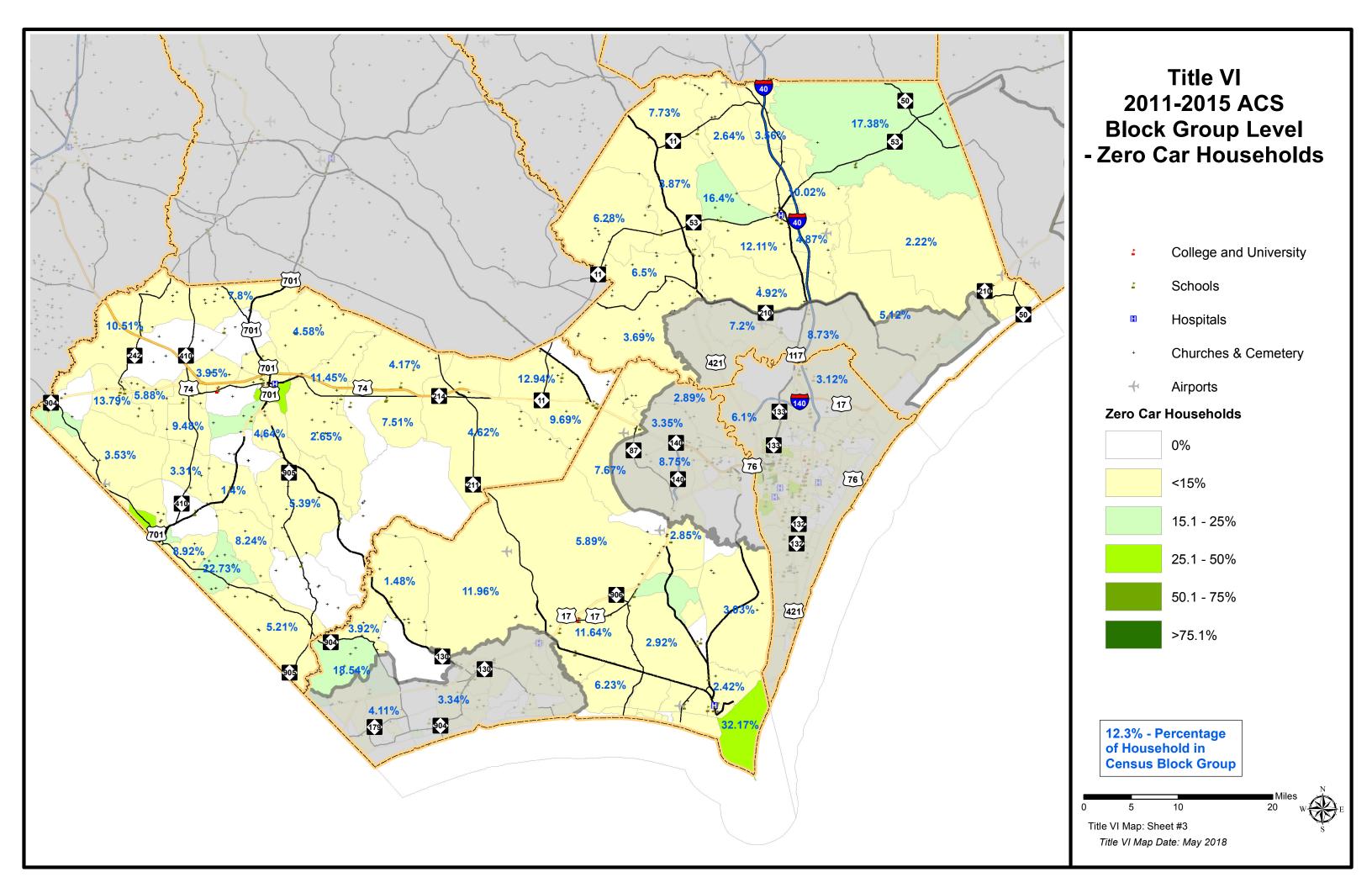


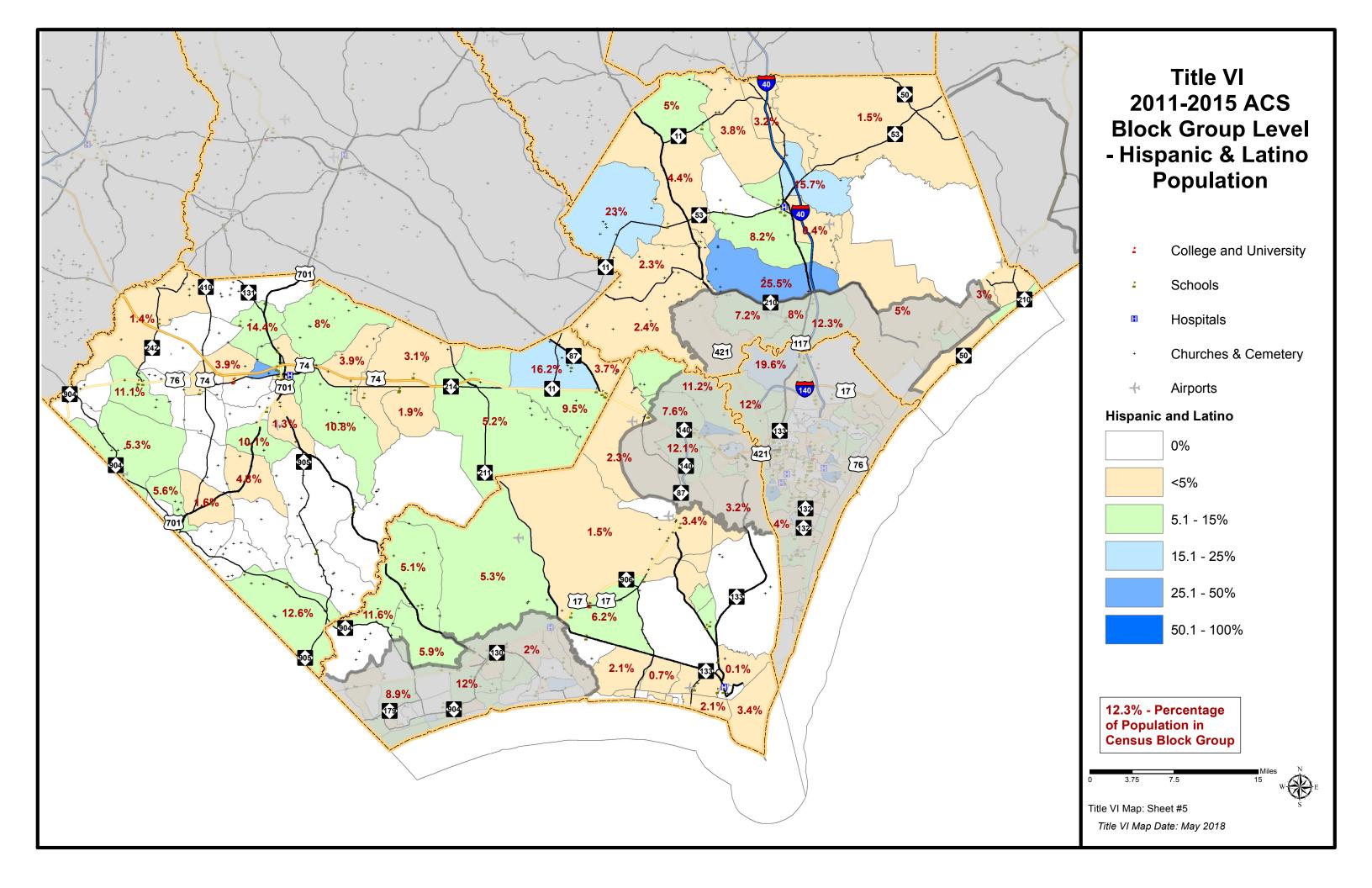


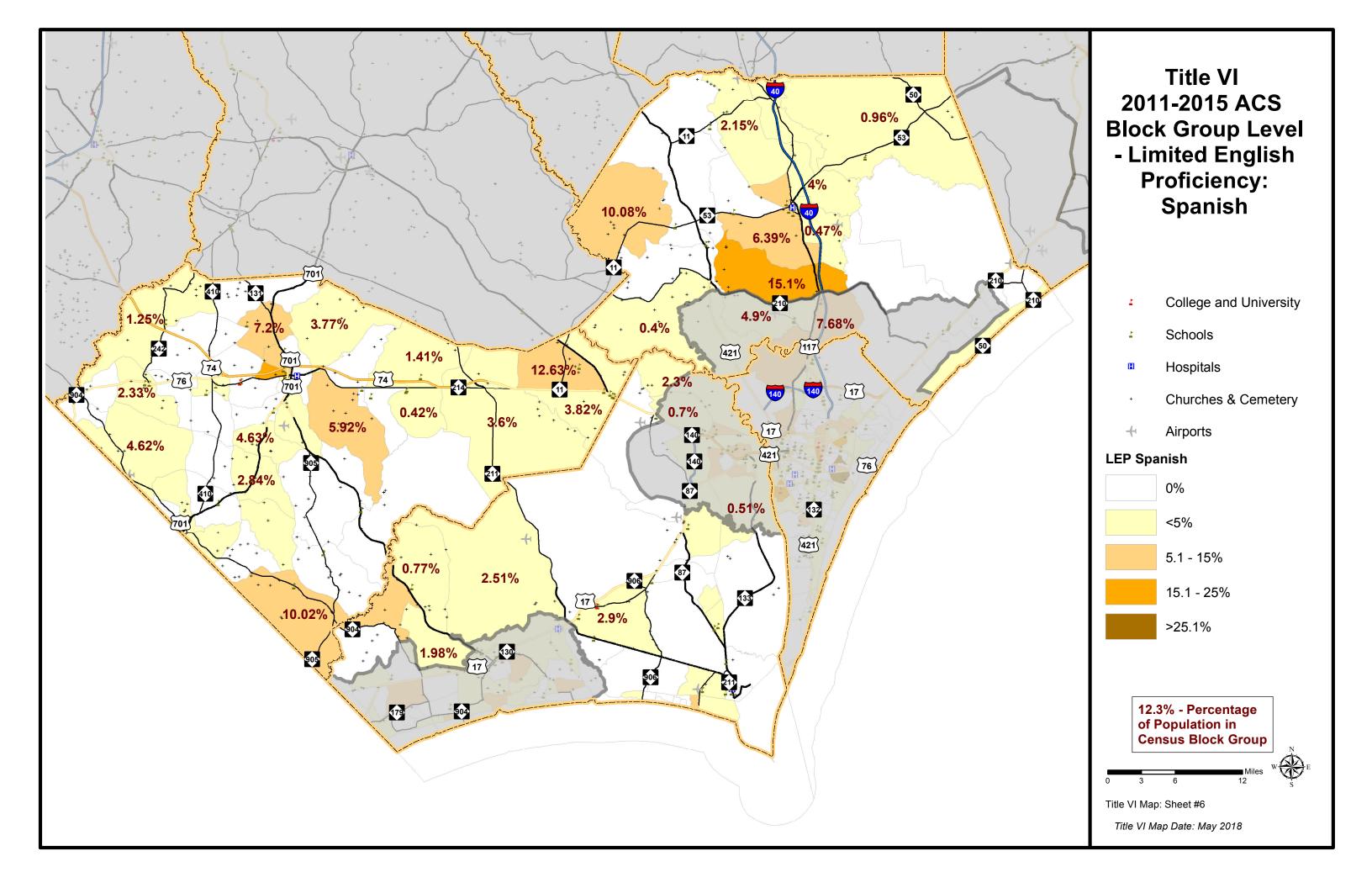


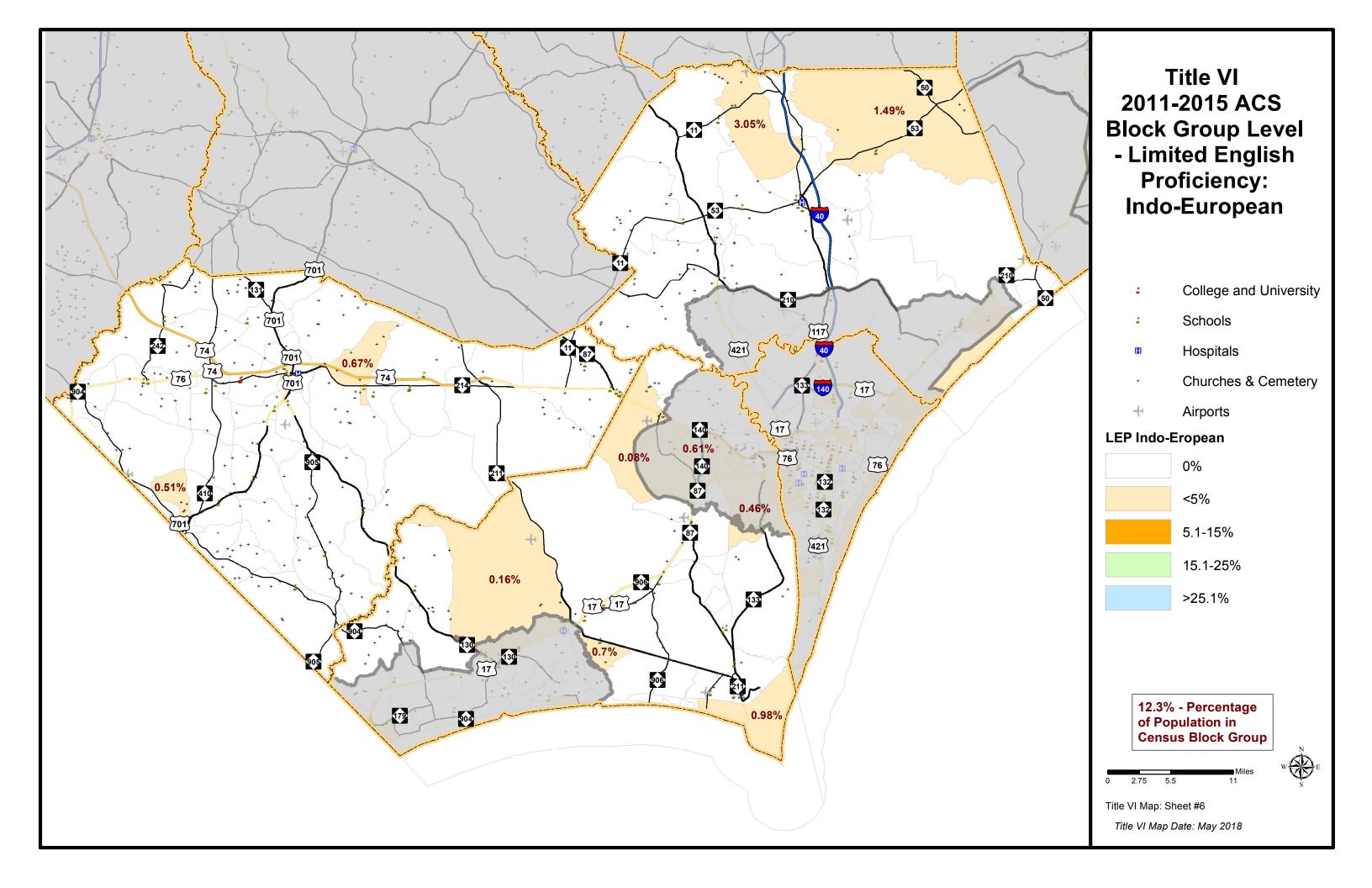


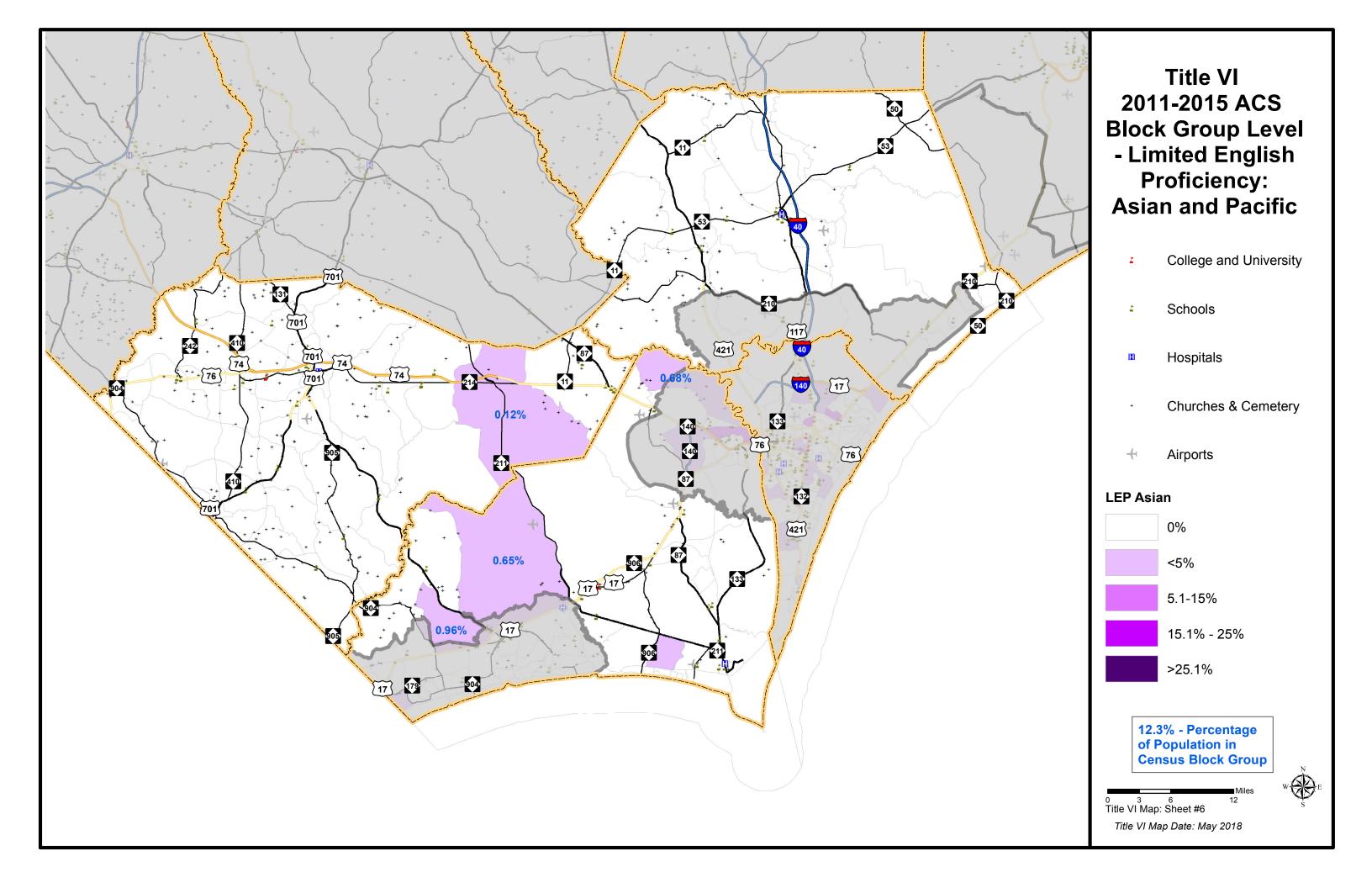


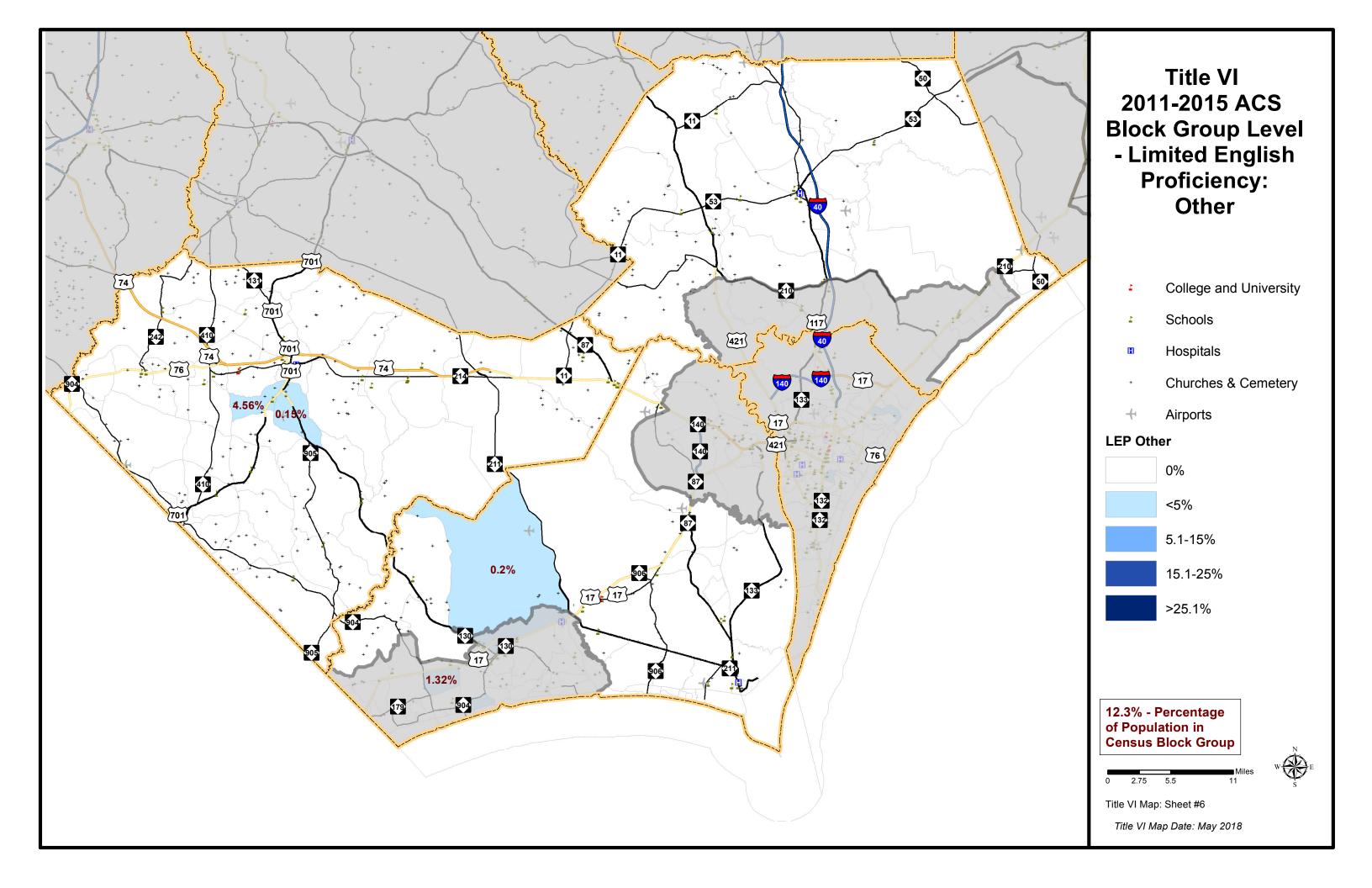


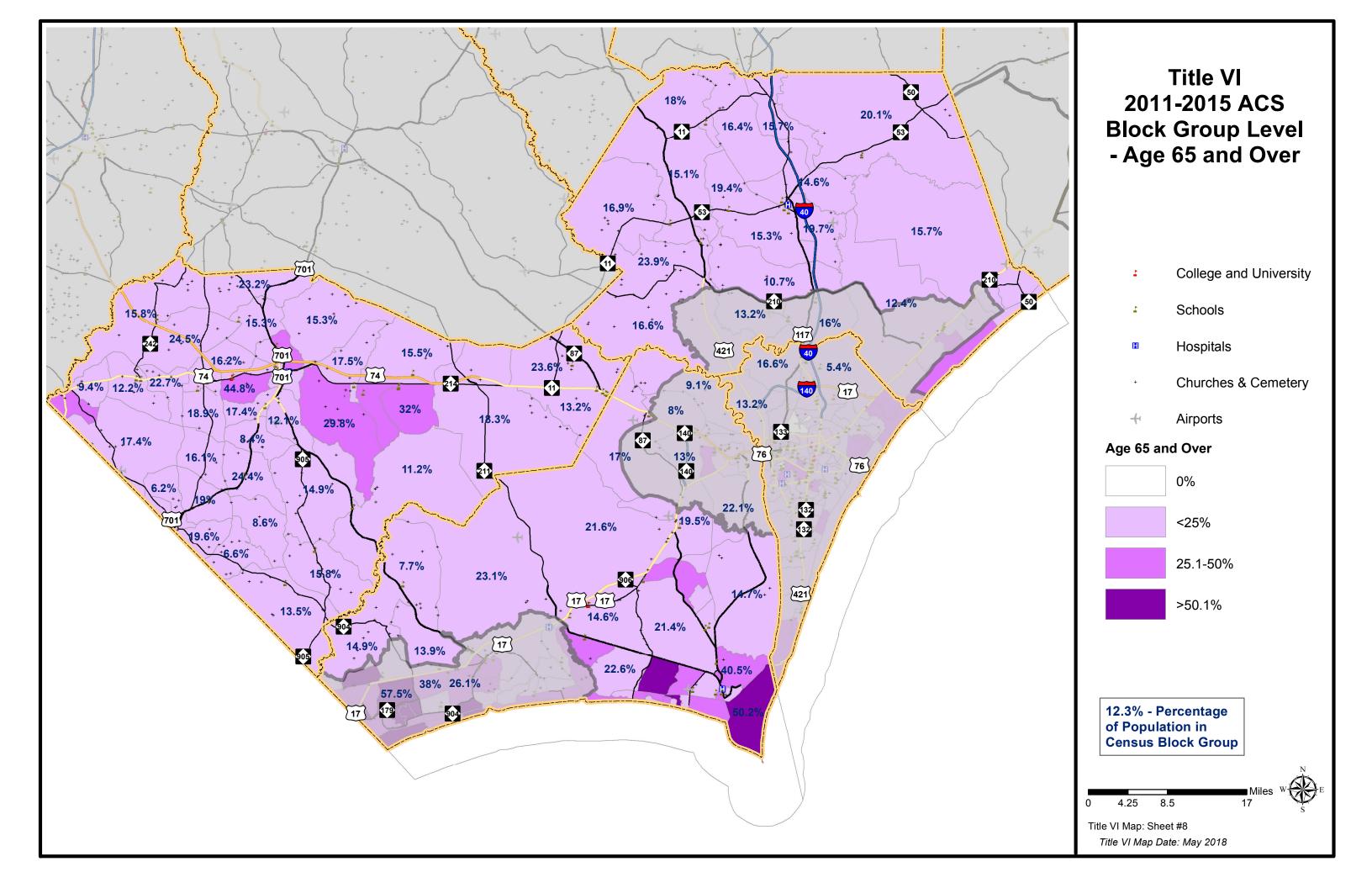












INVESTIGATIVE GUIDANCE

- **A.** Scope of Investigation An investigation should be confined to the issues and facts relevant to the allegations in the complaint, unless evidence shows the need to extend the issues.
- **B.** Developing an Investigative Plan It is recommended that the investigator (i.e., Title VI Coordinator or other official trained to conduct Title VI investigations) prepares an Investigative Plan (IP) to define the issues and lay out the blueprint to complete the investigation. The IP should follow the outline below:
 - 1. Complainant(s) Name and Address (Attorney name and address if applicable)
 - 2. Respondent(s) Name and Address (Attorney for the Respondent(s) name and address, if applicable)
 - 3. Applicable Law(s)
 - 4. Basis/(es)
 - 5. Allegation(s)/Issue(s)
 - 6. Background
 - 7. Name of Persons to be interviewed
 - a. Questions for the complainant(s)
 - b. Questions for the respondent(s)
 - c. Questions for witness(es)
 - 8. Evidence to be obtained during the investigation
 - a. Issue e.g., Complainant alleges his predominantly African American community was excluded from a meeting concerning a future project which could affect the community.
 - i. Documents needed e.g., mailing list which shows all physical addresses, P.O. Box numbers, property owner names, and dates when the meeting notification was mailed; other methods used to advertise the meeting.
- **C.** Request for Information The investigator should gather data and information pertinent to the issues raised in the complaint.
- **D. Interviews** Interviews should be conducted with the complainant, respondent, and appropriate witnesses during the investigative process. Interviews are conducted to gain a better understanding of the situation outlined in the complaint of discrimination. The main objective during the interview is to obtain information that will either support or refute the allegations.
- **E. Preparing an Investigative Report** The investigator should prepare an investigative report setting forth all relevant facts obtained during the investigation. The report should include a finding for each allegation. A sample outline for an investigative report is provided below.

Sample Investigative Report Template

I. COMPLAINANT(S) NAME (or attorney for the complainant(s) – name and address if applicable)

Name, Address, Phone: 999-999-9999

II. RESPONDENT(S) (or attorney for the respondent(s) – name and address if applicable) Name, Address, Phone: 999-999-9999

III. APPLICABLE LAW/REGULATION

[For example, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d); 49 CFR §21.11; 49 CFR §26.53)]

IV. COMPLAINT BASIS/(ES)

[For example, Race, Color, National Origin, Limited English Proficiency, Sex, Age, Disability]

V. ALLEGATIONS

[Describe in logical sequence, each allegation including the prohibited basis for the alleged discriminatory conduct, (e.g., race, color, national origin, sex, age, or disability) and the specific statutory or regulatory provision the allegation would violate, if proven to be true.]

Issue #1 – Complainant alleges that transit system failed to inform minority communities of rate increases.

Issue #2 – Complainant alleges that transit system has not sufficiently publicized or held public meetings to share information regarding fare increases and route changes that impacts low-income and minority citizens.

VI. BACKGROUND

[Provide detailed information regarding the complaint, including a historical overview of the case, including any activities or actions taken prior to accepting the complaint for investigation.]

VII. INVESTIGATIVE PROCEDURE

[Describe in detail, methods used to conduct the investigation, such as document requests, interviews and site visits. Include witnesses' names and addresses, documents received and/or reviewed, emails sent and received.]

VIII. FINDINGS OF FACT

[Provide a detailed description of the investigator's analysis of each allegation, based on clear and factual findings. Include specific evidence used to support your findings.]

IX. CONCLUSION

[State whether discrimination did or did not occur. Conclusions must be evidence-based and defensible. Test conclusions by considering all possible rebuttal arguments from the respondent and complainant. Both respondent and the complainant should be given an opportunity to confirm or rebut the assertions of the other party and your findings, but all the evidence you've presented should speak for itself.]

X. RECOMMENDED ACTIONS

[Outline what should be done to remedy the findings or, if necessary, provide justice for the complainant.]

XI. SUPPLEMENTAL MATERIALS

[Include in any supplemental materials that support your findings and conclusion.]

DISCRIMINATION COMPLAINT FORM

		First Name:	☐ Male
			 ☐ Female
Mailing Address:		City	State Zip
Home Telephone:	Work Telephone:	E-mail Address	
Identify the Category of Di	scrimination:		
☐ RACE	☐ COLOR	☐ NATIONAL ORIGIN	☐ AGE
□SEX	☐ DISABILITY	☐ LIMITED ENGLISH PROFICI	ENCY
Identify the Race of the Co	omplainant		
☐ Black	. ☐ White	☐ Hispanic	☐ Asian American
American Indian	☐ Alaskan Native	☐ Pacific Islander	☐ Other
Date and place of alleged	discriminatory action(s). Please in	nclude earliest date of discrimination and	d most recent date of discrimination.
Names of individuals room	onsible for the discriminatory action	20(0):	
varies of individuals respi	orisible for the discriminatory action	on(s).	
How were you discriminate	ed against? Describe the nature of	of the action, decision, or conditions of the	ne alleged discrimination. Explain as clea
as possible what happene	d and why you believe your prote	cted status (basis) was a factor in the d	iscrimination. Include how other persons
			•
were treated differently fro	m you. (Attach additional page(s), if necessary).	•
were treated differently tro	m you. (Attach additional page(s), if necessary).	·
were treated differently fro	m you. (Attach additional page(s), if necessary).	·
were treated differently fro	m you. (Attach additional page(s), if necessary).	
The law prohibits intimidat	ion or retaliation against anyone	because he/she has either taken action	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If	ion or retaliation against anyone you feel that you have been reta	because he/she has either taken action	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If	ion or retaliation against anyone you feel that you have been reta	because he/she has either taken action liated against, separate from the discrim	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If	ion or retaliation against anyone you feel that you have been reta	because he/she has either taken action liated against, separate from the discrim	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If	ion or retaliation against anyone you feel that you have been reta	because he/she has either taken action liated against, separate from the discrim	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If	ion or retaliation against anyone you feel that you have been reta	because he/she has either taken action liated against, separate from the discrim	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If circumstances below. Exp	ion or retaliation against anyone you feel that you have been reta lain what action you took which yo	because he/she has either taken action liated against, separate from the discrim ou believe was the cause for the alleged	n, or participated in action, to secure right nination alleged above, please explain the d retaliation.
The law prohibits intimidat protected by these laws. If circumstances below. Exp	ion or retaliation against anyone you feel that you have been reta lain what action you took which yo	because he/she has either taken action liated against, separate from the discrim ou believe was the cause for the alleged	n, or participated in action, to secure right nination alleged above, please explain the
The law prohibits intimidat protected by these laws. If circumstances below. Exp	ion or retaliation against anyone you feel that you have been reta lain what action you took which you see, fellow employees, supervisor	because he/she has either taken action liated against, separate from the discrim ou believe was the cause for the alleged	n, or participated in action, to secure right nination alleged above, please explain the d retaliation.
The law prohibits intimidat protected by these laws. If priced by these laws. If priced by the selow. Explaints and the selow in the se	ion or retaliation against anyone you feel that you have been retallain what action you took which you see, fellow employees, superviso additional page(s), if necessary).	because he/she has either taken action liated against, separate from the discrim ou believe was the cause for the alleged rs, or others) whom we may contact for	n, or participated in action, to secure right hination alleged above, please explain the diretaliation.
The law prohibits intimidate or otected by these laws. If circumstances below. Explosive the second of the second	ion or retaliation against anyone you feel that you have been retallain what action you took which you see, fellow employees, supervisor additional page(s), if necessary). Address	because he/she has either taken action liated against, separate from the discrim ou believe was the cause for the alleged rs, or others) whom we may contact for	n, or participated in action, to secure right nination alleged above, please explain the d retaliation.

DISCRIMINATION COMPLAINT FORM

Have you filed, or intend to file, a complaint regarding the matter raised with any of the followall that apply.	wing? If yes, please provide the filing dates. Check
☐ NC Department of Transportation	
☐ Federal Highway Administration	
☐ US Department of Transportation	
☐ Federal or State Court	
Other	
Have you discussed the complaint with any Cape Fear Rural Transportation Planning Organ position, and date of discussion.	nization representative? If yes, provide the name,
Please provide any additional information that you believe would assist with an investigation	
Briefly explain what remedy, or action, are you seeking for the alleged discrimination.	
THE CANNOT ACCEPT AN UNCONED COMPLAINT DUE ACE CION AND	DATE THE COMPLAINT FORM RELOW
**WE CANNOT ACCEPT AN UNSIGNED COMPLAINT. PLEASE SIGN AND	DATE THE COMPLAINT FORM BELOW.
COMPLAINANT'S SIGNATURE	DATE
MAIL COMPLAINT FORM TO: Cape Fear Rural Transportation Planning Organ 1480 Harbour Drive, Wilmington, NC 28401-7776 910-395-4553	nization
FOR OFFICE USE ONLY	
Date Complaint Received:	
Processed by:	
Case #:	
Referred to: NCDOT FHWA Date Referred:	

FORMULARIO DE RECLAMOS POR DISCRIMINACIÓN

Cualquier persona que conside discapacidad, nivel de ingresos o Planificación del Transporte Ru Apellido:	o limitación para hablar o ente	nder	inglés, puede presentar un recl tardar 180 días después de ocu	amo por escri	to la Organización de liscriminatorio.
ripenido.		11011	iore.		☐ Hombre ☐ Mujer
Dirección:			Ciudad	Estado	Código postal
Teléfono casa:	Teléfono trabajo:	Dir	ección de correo electrónico:		
Identifique la categoría del acto d	iscriminatorio:				
□ RAZA □ COLO	OR PAÍS de OR	IGEN	LIMITACIONES co	n el IDIOMA I	NGLÉS 🗌 EDAD
☐ DISCAPACIDAD ☐ SEXO	NIVEL de IN	NGRE	esos		
NOTA: la religión solo queda cubierta	bajo el programa de Derecho de Ví	a (Viv	ienda Justa) del NCDOT y las divisi	ones de Transpor	te Público y Aviación.
Identifique la raza del reclamante					
☐ Negro	Blanco			Asiático	
Amerindio	Nativo de Alaska	E	Isleño del Pacífico] Otro	
Nombres de los individuos responsadores de los individuos responsadores de la manera fue usted discrim de la manera más clara posible que discriminatorio. Incluya cómo otro de la ley prohíbe actos de intimidaciones de la ley prohíbe actos de la ley prohíbe a	ninado? Describa la naturaleza de é ocurrió y por qué considera qu as personas recibieron un trato d don o represalias contra cualqui	el acto ue su o liferen	condición protegida (fundamento ate al suyo. (De ser necesario, a i suyo.) sona que haya actuado o haya pa	o) fue un factor ñada más pági urticipado en ur	en el acto inas)
asegurar se respeten los derechos discriminatorio mencionado arriba considera fueron la causa de las su Nombres de las personas (testigos adicional que corrobore o clarifique corrobore o clarification corrobore o clarifique corrobore o clarification corrobore corrobore o clarification corrobore corrobore corrobore corrobor	a, por favor explique las circuns apuestas represalias. (De ser nec	tancia cesari	s en el espacio de abajo. Expliquo, añada más páginas) s u otros) a quienes podemos con	e qué acciones	tomó usted las cuales
Nombre	Dirección			Teléfono	<u> </u>
1					
2					
3					
4.					

¿Ha presentado o pretende presentar un reclamo relacionado con este asunto ante alguna de proporcionar las fechas en las que presentó su reclamo. Marque todas las que apliquen.	e las entidades siguientes? De ser así, favor de
☐ El Departamento de Transporte de Carolina del Norte	
Administración Federal de Carreteras*	
Departamento de Transporte de los EE.UU.	
Corte federal o estatal	
Otra	
¿Ha hablado sobre su reclamo con algún representante del la política de la Organización de (CFRPO)? De ser así, proporcione el nombre, cargo y fecha de la conversación.	Planificación del Transporte Rural de Cape Fear
Favor de proporcionar cualquier información adicional que usted considere sería útil duran	te una investigación
Explique brevemente qué solución o acción espera usted sea tomada como resultado de su	reclamo por el supuesto acto discriminatorio.
**NO DODEMOS A CEDTAD DECU AMOS CIN EIDMA EAVOD DE EIDMAD VI	EECHAD ESTE EODMIL ADIO AL CALCE
**NO PODEMOS ACEPTAR RECLAMOS SIN FIRMA. FAVOR DE FIRMAR Y I	FECHAR ESTE FORMULARIO AL CALCE.
FIRMA DEL RECLAMANTE	FECHA
ENVÍE POR CORREO ESTE FORMULARIO DE La política de la Organización de Planificación del Transporte Rura Cape Fear Rural Transportation Planning Organ 1480 Harbour Drive, Wilmington, NC 28401-7776 910-395-4553	I de Cape Fear (CFRPO)
FOR OFFICE USE ONLY / SOLO PARA USO	OFICIAL OFICIAL
Date Complaint Received:	
Processed by:	
Case #:	
Referred to:	

DISCRIMINATION COMPLAINTS LOG

Log Yea	ar(s):								
CASE NO.	COMPLAINANT NAME	RACE/ GENDER	RESPONDENT NAME	BASIS	DATE FILED	DATE RECEIVED	ACTIONTAKEN	DATE INVESTIG. COMPLETED	DISPOSITION
I certify lawsuit the prev		et of my ki rimination Program si	, have been fil ubmission to N	ed with ICDOT.	or agains	t the Cape F	lawsuits alleging di ear Rural Transpo		no complaints or Granization since
Print N	lame and Title	e of Autho	orized Officia	l I			_		

APPENDIX 7 - TITLE VI PUBLIC INVOLVEMENT FORM

Completing this form is **completely voluntary**. You are not required to provide the information requested in order to participate in this meeting.

Meeting or Event:	Date:
Location:	

In accordance with Title VI of the Civil Rights Act of 1964 and related authorities, the Cape Fear Rural Transportation Planning Organization (CFRPO) assures that no person(s) shall be excluded from participation in any of its programs or activities based on their race, color, national origin, disability, age, gender, or income. Completing this form helps us meet our data collection and public involvement obligations and will help us to better serve you.

Please place your completed form in the designated box on the sign-in table, hand it to a CFRPO official or mail it to the Cape Fear Rural Transportation Planning Organization, 1480 Harbour Dr, Wilmington, NC 28401. All forms will remain on file at the CFRPO as part of the public record.

Gender: Male Female
Have a Disability: Yes No
Age:
☐ Less than 18 ☐ 45-64
☐ 18-29 ☐ 65 and older
30-44
National Origin: (if born outside the U.S.)
Mexican
Central American:
Puerto Rican
South American:
Chinese
□ V:-t
☐ Vietnamese
Korean

Thank you for your participation!

TÍTULO VI ENCUESTA DE PARTICIPACIÓN PÚBLICA

El llenado de este formato es **completamente** voluntario. Usted no está obligado a proporcionar la información solicitada con el fin de participar en esta reunión.

- year			
Tipo de Reunión:	Fecha:		
Lugar de la Reunión:			
De conformidad con el Título VI del Acta de Dereche	¥ .		
derechos civiles de la ley Federal estatutaria, la políti			
Fransporte Rural de Cape Fear (CFRPO por sus siglas en inglés) asegura que ninguna persona(s)			
afectada por sus programas, políticas o actividades, quedarán excluidos de su participación en,			
negada de los beneficios de, o sometidos a la discriminación por motivos de raza, color, origen			
nacional, discapacidad, edad, ingresos o género. Con			
cumplir con nuestra recopilación de datos y a cum			
pública bajo el Título VI y NEPA, y así mejorar n	_		
deposite el formato llenado en la casilla designada en la mesa de registro o envíelo por correo a CFRPO, 1480 Harbour Drive, Wilmington, NC 28401-7776.			
CFRFO, 1460 Harbour Drive, Willington, NC 2640	1-///0.		
Los formatos completados serán guardados en los arc	chivos de NCDOT como parte del registro		
público.			
CAN D. A.	S DW II DR I		
Código Postal:	Sexo: Masculino Femenino		
Nombre de la Calle: (ej. Main Street)	Edad:		
	☐ Menor de 18 ☐ 45-64		
Ingreso Total del Hogar:	☐ 18-29 ☐ 65 and older		
☐ Menos de \$12,000 ☐ \$47,000 − \$69,999	□ 30-44		
\$12,000 - \$19,999 \$70,000 - \$93,999			
\$20,000 - \$30,999 \$94,000 - \$117,999	Discapacidad: Si No		
□ \$31,000 – \$46,999 □ \$118,000 o Mayor			
Raza/Etnicidad:	Nacionalidad de Origen: (Si nació fuera de los		
Blanco	EU)		
Afro Americano	☐ Mexicano		
Asiático	Centro Americano:		
☐ Indio Americano/Nativo de Alaska	Sudamericano:		
Nativo de Hawaii/Islas del Pacífico	☐ Puertorriqueño		

¿Cómo se enteró de esta reunión? (anuncio en el periódico, folleto, y/o correo)____

☐ Hispano/Latino

Otra (por favor especifique): ____

Para más información relacionada con el Título VI o este proceso, por favor contacte a CFRPO Sección Título VI al teléfono (910) 395-4553 o por correo electrónico <u>aserkin@capefearcog.org</u>. Gracias por su cooperación!

Chino

☐ Vietnamita

Otro (por favor especifique):

Coreano

APPENDIX 8 – CFRPO TITLE VI: ACTIONS TAKEN

Party	Action Taken	Date
Staff	Began drafting Title VI documents	April 2018
RTCC	Title VI Program presentation; recommend adoption of Title VI	May 2, 2018
	Nondiscrimination Policy (English and Spanish), USDOT	
	Standard Assurances, Title VI Coordinator Duties, External	
	Discrimination Complaint Procedures, Form, and Log, Annual	
	Education and Acknowledgement Form, Demographic Request,	
	and Public Involvement Form.	
RTAC	Title VI Program Presentation/ Documents Adopted	May 18, 2018
Staff	Began working on new NCDOT Title VI Template	July 2018
		-

Minutes of actions taken by the RTCC or RTAC can be found at http://capefearrpo.org/meetings/.

APPENDIX 9 - COMPLIANCE REVIEW CHECKLIST FOR FHWA SUBRECIPIENTS

	General Requirements	Completed
1.	A copy of the recipient's signed USDOT Title VI Assurances	
2.	Title VI Policy Statement (signed)	
3.	Title VI Notice to Public, including a list of locations where the notice is	
	posted	
4.	Name and official title of Title VI Coordinator and a list of their Title VI duties	
5.	Title VI Complaint Procedures (i.e., instructions to the public regarding how to	
	file a Title VI discrimination complaint)	
	Title VI Complaint Form	
7.	List of Title VI complaints, investigations, or lawsuits (i.e., Title VI Complaint	
	Log)	
8.	Public Participation Plan, including information about outreach methods to	
	engage traditionally underserved constituencies (e.g., minorities, low-income,	
	disabled), as well as a summary of outreach efforts	
9.	Language Assistance Plan for providing language assistance to persons with	
	limited English proficiency (LEP), based on the DOT LEP Guidance, which	
4.0	requires conducting four-factor analyses	
10.	A table depicting the membership of any non-elected committees and councils,	
	broken down by race and gender, and a description of the process the CFRPO	Ш
11	uses to encourage minorities and women to participate on such committees	
11.	A copy of board meeting minutes, resolution, or other appropriate	
	documentation showing the board of directors or appropriate governing entity	
	or official(s) responsible for policy decisions reviewed and approved the Title	
12	VI Program Compliance and enforcement proceedures to ensure nondiscriminatory.	
12.	Compliance and enforcement procedures to ensure nondiscriminatory	
13	administration of programs and services A demographic profile of your planning area that includes identification of the	
13.	locations of minority, low-income, LEP, and/or other underserved populations	
14	Information regarding how consultants and/or subrecipients are monitored for	
17.	compliance with Title VI	
15.	Any environmental justice analysis conducted in the past three years and, if	
	necessary, a description of the measures used to address any disproportionately	
	high and adverse impacts to minority or low-income communities	_ _
16	Documentation from any Title VI compliance reviews or investigations	
	conducted by any agency other than NCDOT-OCR in the last three years.	

CAPE FEAR RURAL TRANSPORTATION PLANNING ORGANIZATION PUBLIC PARTICIPATION PLAN (DRAFT 9/27/2018)

I. PURPOSE

Public involvement is a very important component of the rural planning organization input and decision-making processes. Public involvement is synonymous with the term "public participation." It is specifically identified in the enabling state legislation (NCGS §136-212) as being among the core duties and responsibilities of rural planning organizations in North Carolina. It is also recognized as a necessary element of the transportation planning process in major federal surface transportation legislation and regulations. This federal legislation includes the 2015 Fixing America's Surface Transportation (FAST) Act, the 2012 Moving Ahead for Progress in the 21st Century Act (MAP-21), the Americans with Disabilities Act of 1990 (ADA), the Clean Air Act Amendments of 1990 as well as. Public involvement is also a cornerstone of federal non-discrimination and environmental justice legislation and authorities, including Title VI of the Civil Rights Act of 1964, Executive Orders 12898 and 13166, and the Civil Rights Restoration Act of 1987, that protect low-income and minority populations from bearing disproportionate impacts resulting from transportation decisions. Effective public involvement will promote sound decision making and will support the achievement of desirable rural transportation planning goals.

This Public Participation Plan describes how the Cape Fear Rural Transportation Planning Organization (CFRPO) will disseminate vital agency information and engage the public. We will seek out and consider the input and needs of interested parties and groups traditionally underserved by transportation systems who may face challenges accessing our services, such as minority and limited English proficient (LEP) persons. Underlying these efforts is our commitment to determining the most effective outreach methods for a given project or population.

The purpose of the CFRPO Public Involvement Plan is to provide policy and guidance for engaging the public in the rural transportation planning process. The plan has the following objectives:

- Create a well-informed public that contributes to transportation decision-making in a timely and meaningful way;
- Gain the support and trust of the public;
- Engage the public early and continuously in the rural transportation planning process;
- Develop a public education program for increased public awareness of CFRPO activities;
- Fulfill the specific requirements of NCGS §136-212 relative to information dissemination and public participation; and
- Assist the CFRPO staff in developing specific transportation projects that reflect the needs and interests of the member organizations and communities.

General public involvement practices will include:

• Expanding traditional outreach methods

- Providing for early, frequent and continuous engagement by the public.
- Using technology as a way to gain public involvement.
- Coordinating with community- and faith-based organizations, educational institutions, and other entities to implement public engagement strategies that reach out specifically to members of affected minority and/or LEP communities.
- Providing opportunities for public participation through means other than written communication.
- Considering radio, television, or newspaper ads on stations and in publications that serve LEP populations.

The plan is not intended to preempt any public involvement and participation activities of the North Carolina Department of Transportation (NCDOT) or those of any local governments within the CFRPO region.

II. ELEMENTS OF PUBLIC INVOLVEMENT

A. Public Notification

We will inform people of their rights under Title VI and related authorities with regard to our program. The primary means of achieving this will be posting and disseminating the policy statement and notice. Additional measures may include verbally announcing our obligations and the public's rights at meetings, placing flyers at places frequented by targeted populations, and an equal opportunity tag-on at the end of radio announcements. The method of notification will be determined through an initial screening of a project or study area.

B. Dissemination of Information

Information on Title VI and other programs will be crafted and disseminated to employees, contractors and subrecipients, stakeholders, and the general public. Public dissemination efforts may vary depending on factors present, but will generally include: posting public statements setting forth our nondiscrimination policy in visible locations; having nondiscrimination language within contracts; including nondiscrimination information in meeting announcements and handouts; and displaying our Notice of Nondiscrimination at all our public meetings.

At a minimum, nondiscrimination information will be disseminated on our website and on flyers in conspicuous areas at our office. Project-related information and our most current Title VI-related information will be maintained online.

C. Meetings and Public Outreach

Public Outreach is the process of informing the public about the rural transportation planning process, specific transportation projects, and the activities and special events of CFRPO. There is no one-size-fits-all approach to public outreach. A variety of comprehensive and targeted public participation methods will be used to facilitate meaningful public outreach. Methods for engaging

stakeholders and target audiences, including traditionally underserved and excluded populations (i.e., minorities, youth, low-income, the disabled, etc.) will include the following:

- <u>Identification of Stakeholders</u> A stakeholder is any formal organization, group, or individual who is affected by a rural transportation plan, program, or project. Stakeholders represent diverse interests and may include:
 - o The general public
 - Local governments
 - o Business or industry organizations, such as Chambers of Commerce
 - o Economic Development Corporations/Commissions
 - Environmental organizations or groups
 - Conservation organizations
 - Historic preservation organizations
 - County transportation committees
 - Neighborhood organizations or groups
 - Civic organizations
 - Public agencies
 - Public transit providers
 - o Private transportation providers (e.g. taxi services)
 - Transit users
 - Motor freight carriers
 - Bicycle and pedestrian groups
 - Community organizations that work with disadvantaged populations (elderly, disabled, minority, low-income)

Stakeholder groups will be identified as needed to suit the purposes of specific projects or plans, for example in developing project steering committees. CFRPO staff will also maintain an email list of any citizens or stakeholder groups who request to receive information on meetings, public hearings, public comment periods, and the publication of major planning documents.

Public Relations and Outreach

- Public relations and outreach (PRO) strategies aim to conduct well-planned, inclusive and meaningful public participation events that foster good relations and mutual trust through shared decision-making with the communities we serve.
- We will seek out and facilitate the involvement of those potentially affected.
- Public events will aim to be collaborative, fun, and educational for all, rather than confrontational and prescriptive.
- Media plans will typically involve multiple channels of communication like mailings, radio, TV, and newspaper ads.
- Abstract objectives will be avoided in meeting announcements. Specific "attention-grabbing" reasons to attend will be used, such as "Help us figure out how to relieve

- congestion on [corridor name]" or "How much should it cost to ride the bus? Let us know on [date]."
- Efforts will be made to show how the input of participants can, or did, influence final decisions.
- We will do our best to form decision-making committees that look like and relate to the populations we serve.
- We will seek out and identify community contacts and partner with local community- and faith-based organizations that can represent, and help us disseminate information to, target constituencies.
- O Demographic data will be requested during public meetings, surveys, and from community contacts and committee members.
- <u>Press Releases</u> CFRPO may periodically issue press releases announcing significant actions or events. These actions and events may include, but are not limited to, the following:
 - Adoption of Planning Work Programs;
 - o Adoption/endorsement of Comprehensive Transportation Plans;
 - Adoption of Project Prioritization (Strategic Transportation Investments STI)
 items, such as project submittal lists or local input point assignments;
 - Election of RTCC and RTAC officers;
 - o Adoption of Annual RTCC and RTAC meeting calendar; and
 - o Adoption of other plans, policies, or resolutions, as appropriate.

All press releases will be reviewed by the chair or vice-chair of the CFRPO RTAC prior to issuance. CFRPO staff will maintain an email list of media contacts in the area, including print, radio, and television outlets.

- <u>Public Meetings</u> "Public meeting" refers to any meeting open to the public, such as hearings, charrettes, open house and board meetings.
 - Public meetings will be conducted at times, locations, and facilities that are convenient and accessible.
 - Meeting materials will be available in a variety of predetermined formats to serve diverse audiences.
 - An assortment of advertising means may be employed to inform the community of public meetings.
 - Assistance to persons with disabilities or limited English proficiency will be provided, as required.
- Open Houses Open houses may be held to provide information on transportation plans and projects, or to provide information to the public on other CFRPO technical activities.
 Open houses are typically conducted in an informal setting without fixed agendas or formal presentations. Planning documents, project maps, and other transportation related information are typically displayed. CFRPO staff and, in some cases, RTCC/RTAC

members, will be available during the open houses to provide details and to answer questions.

- <u>Small Group Meetings</u> A small group meeting is a targeted measure where a meeting is held with a specific group, usually at their request or consent. These are often closed meetings, as they will typically occur on private property at the owner's request.
 - If it is determined that a targeted group has not been afforded adequate opportunities to participate, the group will be contacted to inquire about possible participation methods, including a group meeting with them individually.
 - Unless unusual circumstances or safety concerns exist, the meeting will be held at a location of the target group's choosing.
 - o Facilitation duties will be shared or relinquished to members of the target group.
 - Small group discussion formats may be integrated into larger group public meetings and workshops. When this occurs, the smaller groups will be as diverse as the participants in the room.
- Posting of Planning Documents There are certain planning documents that represent key products, milestones, and decisions for CFRPO and its member organizations. These planning documents include Comprehensive Transportation Plans, Planning Work Programs, Locally Coordinated Human Service Transit Plans, Bicycle and Pedestrian Plans, Project Prioritization Policies or Methodologies, and Project Lists/Point Assignments related to the Strategic Transportation Investments process. Copies of the draft (when available) and final versions of these documents will be posted on the CFRPO website (or linked, when posted by another organization such as NCDOT or a local government). The documents may also be posted by CFRPO member governments on their individual websites. Upon request, hard copies will be made available for posting in public libraries or other public locations.
- Notification of Meetings Notification of CFRPO RTAC and RTCC meetings will be sent to local news media (print, radio, television, cable) and County Public Information Officers where applicable in the region. These notifications will generally be made by electronic means, although other methods may be used as appropriate. CFRPO staff will maintain an email list for this purpose, and will add to the list any media outlet that requests addition. Additionally, CFRPO staff will provide electronic notification to citizens/stakeholders who request to receive these notifications, or who provide contact information to CFRPO. Email notifications should be sent out at least one week in advance of regularly-scheduled RTCC and RTAC meetings, and two weeks in advance of non-regularly-scheduled meetings, where possible. In addition, upcoming meeting dates will be posted on the CFRPO website, and meeting agendas will be posted to the website once available.
- <u>Presentations to Civic Organizations and Local Transportation Committees</u> Occasionally, presentations may be made to interested civic organizations on CFRPO activities and

special events, the rural transportation process, or specific transportation projects. These presentations would be made by CFRPO staff, NCDOT staff, or other transportation professionals, and would be informational in nature and to receive input on the important elements and products of the transportation planning process. Presentations may focus on the long-range planning efforts of CFRPO, including Comprehensive Transportation Plans, STI project prioritization, Planning Work Programs, and other planning efforts, and may serve as a sounding board for new ideas, plans, and procedures.

- <u>CFRPO Website</u> CFRPO will maintain a website to serve as a primary method for sharing information with the public. The website will contain, at minimum (but not limited to):
 - o RTCC & RTAC meeting agendas and minutes;
 - o A roster of current RTCC & RTAC members;
 - Information on Comprehensive Transportation Plans;
 - Information on project selection and prioritization for the Strategic Transportation Investments (STI) process; and
 - Contact information.
 - Dissemination of Title VI information

The website will also include other materials, as needed, to help the public understand the plans and activities underway by CFRPO and its local/state partners.

B. Public Input

Public input is the process of gathering the views, opinions, and ideas of stakeholders and other interested citizens, formal organizations, and groups in the rural transportation planning process. Opportunities for public involvement provided by CFRPO include the following:

- Public Comment at CFRPO RTAC and RTCC Meetings The CFRPO RTAC and RTCC hold regular meetings in which all formal business is discussed. These meetings are open to the public. At each meeting, the public is given an opportunity to address the RTAC or the RTCC on any issue related to the rural transportation planning process. Anyone wishing to speak may indicate so during the time for public comments on the regular meeting agenda, or may also contact the CFRPO staff prior to a specific meeting in order to arrange a more formal opportunity to speak. Individual comments are typically limited to approximately three minutes.
- <u>Public Hearings</u> Public hearings will typically be scheduled by the CFRPO staff prior to the RTAC taking formal action on the following major documents or decisions:
 - Adoption of Annual Planning Work Programs;
 - o Adoption/endorsement of Comprehensive Transportation Plans;
 - o Approval of Project Submittals in the STI Process;
 - o Approval of Local Input Point Assignments in the STI Process;
 - Adoption of Local Prioritization Methodology;
 - Amendment of RTAC or RTCC Bylaws;

- o Amendment of Public Involvement Plan; and
- o Other items as deemed appropriate by the RTAC.

Public hearings will typically be held at the beginning of a regular RTAC meeting, but may also be held as standalone meetings if deemed appropriate by the RTAC. Public hearings will consist of a period for formal public comments and questions and may be accompanied by a presentation. All comments and questions that are received will become public record and will be considered by the RTAC.

- <u>Community Surveying</u> Surveys may be developed and used to gather citizen opinions, perceptions, preferences, and practices. Survey results and findings may impact specific transportation projects and planning issues. Survey content, method of distribution (email, mail, website), geographic target area, and level of expense incurred will be dependent on the specific transportation planning project or issue being considered.
 - Opinion surveys may be used to obtain input from targeted groups or the general public on their transportation needs, the quality or costs of our services, and feedback on our public outreach efforts.
 - Surveys may be conducted via telephone, door-to-door canvassing, at community fairs, by placing drop boxes in ideal locations, or with assistance from other local agencies like social services.
 - o Surveys will be translated into languages other than English, when appropriate.
- Workshops Informal workshops may be scheduled to solicit public input. Workshops
 will generally be in the form of small group discussions and the objective will be to gather
 opinions on a single transportation topic or project. Workshops provide detailed
 information on the specific topic or project and will allow for in-depth discussion by
 stakeholders, local government officials, organizational representatives, or citizens.

III. SCHEDULE OF PUBLIC INVOLVEMENT

A. Routine Public Involvement Activities

- Official Planning Document Files All documents, resolutions, meeting notes, etc. adopted by CFRPO will be kept at the Cape Fear Council of Governments offices, located at 1480 Harbour Dr, Wilmington, NC 28401. These documents will be made available for public review upon request.
- Meetings Regularly-scheduled meetings of the CFRPO RTAC and RTCC will be open
 to the public and will include opportunities for public comment. Notification of these
 meetings will be sent to news media in the three-county CFRPO area, as well as others
 who have requested inclusion on the email distribution list for meeting notifications.
- <u>Public Hearings</u> Notification of all public hearings held by CFRPO will also be sent to the news media in the region and citizens on the email distribution list for meeting

notifications. When the public hearing will be held as part of a regularly-scheduled meeting, the notifications may be combined. Paid advertisement of hearings is not required, but may be appropriate in certain circumstances at the discretion of the RTAC.

- <u>Email Notification Lists</u> These will be maintained by staff, and will be used to announce RTAC and RTCC meetings, public hearings, open houses, and special meetings/presentations.
- <u>Press Releases</u> All press releases issued by CFRPO will be sent to the news media in the region.
- <u>CFRPO Website</u> The website will provide a general source of information on RTAC and RTCC meeting agendas and summaries, CFRPO organizational bylaw provisions, technical presentations, and other information.

B. Special Public Involvement Activities

Some public involvement strategies and actions will vary depending on the specific program activity or project for which public input is desired. Typical actions for specific activities include the following:

• <u>Comprehensive Transportation Plans</u>

- o Email notifications of workshops/hearings;
- Staff participation in leading workshops, hearings, and meetings—typically in partnership with NCDOT and the local government(s);
- o Identification and engagement with Title VI and Environmental Justice communities, in partnership with NCDOT;
- o Collect comments from public through email and/or website, as well as in-person;
- o Posting of draft and final maps/documents online and in the CFRPO official file;
- o Public hearing before endorsement or adoption by the CFRPO RTAC; and
- o Press release following plan endorsement.

• STI Project Lists and Prioritization Point Assignments

- o Email notifications of workshops/hearings;
- Conduct public workshops/hearings not part of an RTCC/RTAC meeting to gather public input;
- o Collect comments from public through email and/or website, as well as in-person;
- o Posting of draft and final documents online and in the CFRPO official file;
- o Public hearing at RTAC meeting before approval by the CFRPO RTAC; and
- Meetings/presentations with local governments and local transportation committees, upon request.

• Planning Work Programs

- o Email notifications of hearings;
- o Collect comments from public through email and/or website, as well as in-person;
- o Posting of draft and final documents online and in the CFRPO official file; and
- o Public hearing at RTAC meeting before adoption by the CFRPO RTAC.
- <u>Policies and Procedures</u> (e.g. Prioritization Methodology, Committee Bylaws, Public Involvement Plan, etc.)
 - o Email notifications of hearings;
 - o Collect comments from public through email and/or website, as well as in-person;
 - o Posting of draft and final documents online and in the CFRPO official file; and
 - o Public hearing at RTAC meeting before adoption by the CFRPO RTAC.
- Other Special Projects (e.g. Regional Bicycle/Pedestrian Plan, Locally Coordinated Transit Plan, etc.)
 - Email notifications of workshops/hearings;
 - o Conduct appropriate workshops and public meetings, as determined by RTAC;
 - o Identification and engagement with Title VI and Environmental Justice communities;
 - o Collect comments from public through email and/or website, as well as in-person;
 - o Posting of draft and final documents online and in the CFRPO official file;
 - o Public hearing before adoption by CFRPO RTAC;
 - o Press release following plan adoption; and
 - Meetings/presentations with local governments and local transportation committees, upon request.

IV. RESPONSE TO PUBLIC INPUT

Public involvement in CFRPO's transportation planning activities may be documented in a variety of ways. Any comments received during a meeting of the CFRPO RTAC or RTCC will be included in the official meeting notes. Any comments received during a public hearing held by CFRPO's RTAC will be in the official hearing records (which may be included in the meeting minutes, if conducted as part of a regular meeting). Comments received during workshops, open houses, or presentations to civic organizations and public interest groups will be summarized, presented to the RTCC and RTAC, and kept on official file. Results of surveys conducted will be compiled, summarized, presented to the RTAC and RTCC, distributed as directed by the RTAC, and kept on official file.

As appropriate, public comments may be included as appendices in formal planning documents for which they are addressed. The CFRPO RTAC may direct the staff to respond to public comments directly by letter or email.

V. ADOPTION	
This Public Involvement Plan is hereby adopted Organization on the of involvement policies of this body.	ed by the Cape Fear Rural Transportation Planning
Frank Williams, RTAC Chair	Allen Serkin, RTAC Secretary

CAPE FEAR RURAL TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION SUPPORTING PENDER ADULT SERVICES' APPLICATION FOR FY 2020 FTA SECTION 5310 GRANT FUNDS

WHEREAS, the Rural Transportation Advisory Committee is the duly recognized transportation decision making body for the Cape Fear Rural Planning Organization (CFRPO), as authorized under NCGS §136-211; and

WHEREAS, the Federal Transit Administration's Enhanced Transportation for Elderly and Disabled (5310) program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation options; and

WHEREAS, the 5310 program provides funding to states for the purpose of assisting private nonprofit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs; and

WHEREAS, Pender Adult Services, Inc., a 501(c)(3) organization that serves Pender County, North Carolina; and

WHEREAS, PAS-TRAN is the public transportation division of Pender Adult Services and is a single-county community transportation system that provides transportation to the general public, as well as to eligible human service agency and elderly clients; and

WHEREAS, Pender Adult Services is applying a FY 2020 5310 grant to continue providing transportation to elderly and disabled individuals in Pender County via PAS-TRAN.

NOW THEREFORE, BE IT RESOLVED, that the Rural Transportation Advisory Committee of the Cape Fear Rural Transportation Planning Organization hereby supports Pender Adult Services' FY 2020 5310 grant application.

BY:

ATTEST:

Frank Williams, Chair

Allen Serkin, Secretary

ADOPTED at a regular meeting this 16th day of November 2018.

Cape Fear Area Rural Transportation Planning Organization Rural Transportation Coordinating Committee Bylaws

ARTICLE I - NAME

The name of this committee shall be the Rural Transportation Coordinating Committee (RTCC), hereinafter referred to as the RTCC.

ARTICLE II – PURPOSE

The purpose and goals of this committee shall be to:

- 1. Review and recommend to the Rural Transportation Advisory Committee (RTAC) the RPO's Planning Work Program (PWP), which defines work tasks and responsibilities for the various agencies participating in the Cape Fear RPO;
- 2. Assist the RTAC in establishing goals, priorities, and objectives for the rural transportation planning process in the Cape Fear RPO;
- 3. Coordinate work efforts with the RTAC in meeting the transportation and economic development needs of the Cape Fear region;
- 4. Prepare transportation studies, plans, and programming recommendations required or requested by state or federal agencies or as requested by the RTAC;
- 5. Provide transportation-related information to local governments and other interested organizations and persons to coordinate transportation related tasks that enhance transportation system development, coordination, and efficiency;
- 6. Review and recommend to the RTAC transportation improvement projects that support and enhance inter-county and intra-county transportation serving the Cape Fear RPO area:
- 7. Identify and prioritize transportation projects for the RTAC to submit to the North Carolina Department of Transportation (NCDOT) for inclusion in the State Transportation Improvement Program (TIP);
- 8. Make recommendations to the respective local, state, and federal governmental agencies and the RTAC regarding any necessary actions relating to the continuing transportation planning process;
- 9. Review and recommend to the RTAC changes to Transportation Plans for the units of government of the Cape Fear RPO;
- 10. Provide a forum for public participation in the rural transportation planning process; and
- 11. Make a recommendation to the RTAC on any other item that it deems advisable or appropriate.

ARTICLE III – MEMBERS

Section 1 - Membership:

As specified in the Memorandum of Understanding (MOU) governing the Cape Fear RPO, the RTCC shall consist of officials from local and state governmental agencies directly related to and

concerned with the transportation planning process for the Cape Fear RPO planning area, which includes Brunswick, Columbus and Pender counties, as well as the incorporated municipalities within each County that are within the Cape Fear RPO planning area.

Membership of the RTCC may be altered on the basis of a majority vote of its membership and approval of the RTAC.

The voting membership shall include the following members:

- County Manager, or their designee, from each of the counties of the RPO planning area;
- Two representatives of Brunswick County municipalities within the RPO planning area;
- Two representatives of Columbus County municipalities within the RPO planning area;
- Two representatives of Pender County municipalities within the RPO planning area;
- Representative of Columbus County Transportation System;
- Representative of Brunswick Transit System;
- Representative of Pender Adult Services Transportation;
- NCDOT Division Engineers of Division 3 and 6 (or their designees);
- Cape Fear RPO Director;
- Manager, Transportation Planning Branch, North Carolina Department of Transportation (or their designee);
- Cape Fear Council of Governments Executive Director (or their designee);
- Regional Traffic Engineers from Division 3 & 6 (or their designees);
- Representative of the North Carolina State Ports Authority (or their designee);
- Representative of the Military Ocean Terminal at Sunny Point (or their designee); and
- MPO Directors of the Wilmington Urban Area Metropolitan Planning Organization and the Grand Strand Area Transportation Study (or their designees).

A quorum shall be determined on the basis of the number of voting members present.

Municipal representatives for each county shall be selected to serve staggered two-year terms at the first meeting of each calendar year. The selection shall be made by representatives of each county's municipalities within the RPO area. Alternate municipal representatives may be selected in the same manner as regular representatives.

Section 3- Subcommittees:

Subcommittees may be formed by the RTCC as deemed necessary.

ARTICLE IV – OFFICERS

Section 1 - Officers Defined:

As specified in the MOU, the RPO Director is designated as the Chairperson of the RTCC.

Section 2-Duties of Officers:

- A. The Chairperson shall call meetings of the RTCC to order and shall act as presiding officer of such meetings. The Chairperson shall see that all orders and action items, including amendments, are carried into effect. The Chairperson shall:
 - Sign all official documents of the RTCC;
 - Preside at all meetings of the RTCC;
 - Decide all points of order or procedure; and
 - Transmit all recommendations of the RTCC to the RTAC.
- B. The Chairperson shall be responsible for the administrative coordination for the RTCC and shall:
 - Keep minutes of the RTCC meetings in proper form for the approval of the RTCC at its next regular meeting;
 - Send notices of regular meetings of the RTCC, with a copy of the agenda, in accordance with Article V of these rules; and
 - Conduct all meetings in accordance with North Carolina Open Meeting Law.
- C. Should the Chair not be able to preside at a meeting, the RTCC shall elect a Chair Pro-Tem for that meeting or until such time the Chair can resume their responsibilities.

ARTICLE V – MEETINGS

Section 1 - Regular Meetings:

Regular meetings of the RTCC shall be held as determined by RTCC members. Regular meetings may be canceled by the Chair should there be insufficient business for the RTCC to conduct.

Section 2 - Special Meetings:

Special meetings may be called by the Chair, or at the request of three (3) eligible voting members of the RTCC petitioning the Chair. Notice of special meetings shall be given in accordance with Open Meeting Laws of the North Carolina General Statues.

Section 3 - Workshops:

The RTCC may choose to hold workshops from time to time. Notification of all workshops shall be sent to RTCC members in the same manner as regular meetings of the RTCC.

Section 4 - Attendance:

RTCC members are expected to attend each regular meeting and each special meeting of the RTCC. If a RTCC member is unable to attend a meeting, notice should be given by the member to be absent, to the RPO Director. Should a voting member fail to attend, or make arrangements for an alternate to attend, three (3) consecutive meetings, the sear shall be considered vacant and

shall not count for the purpose of determining a quorum. Attendance by the member or a qualified alternate shall reinstate the member.

Section 5 - Agenda:

The agenda is a list of considerations for discussion at a meeting. Any member of the RTCC can place items on the agenda prior to its distribution, by notifying the RPO Director. Additional items may be placed on the regular agenda at the beginning of the RTCC meeting on the date of the meeting, if approved by a majority vote of the present and eligible voting members.

Section 6 - Voting Procedures:

The Chair may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article.

The Chair is permitted to vote. In the event of a tie, where the Chair has already voted, the Chair cannot vote again to break the tie and the vote does not pass. Abstentions on issues requiring a vote are permitted, provided members desiring to abstain obtain approval by the RTCC for said abstention by a majority vote of the RTCC members present. Any member present and not voting shall be recorded as a positive vote on the motion. In the absence of any direction from these bylaws or other duly adopted voting procedures pursuant to certain approval actions, Robert's Rules of Order will designate procedures governing voting.

ARTICLE VI - AMENDMENTS TO BYLAWS

Amendments to these bylaws shall require the affirmative vote of a majority of the RTCC's eligible voting members, provided that written notice of the proposed amendment has been provided seven (7) days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the Memorandum of Understanding (MOU) for the Cape Fear RPO, which is the governing document for these bylaws. In the event of any conflict, the MOU shall carry precedence.

The Cape Fear RPO Rural Transportation the <u>16th</u> 2 nd of <u>November 2018</u> Marc	ion Advisory Committee (RTCC) approved these bylaws th, 2016.
Frank Williams, RTAC Chair	Allen Serkin, Secretary



Cape Fear RPO

Brunswick County • Columbus County Pender County

MEMORANDUM

DATE: October 30, 2018

TO: Cape Fear RPO RTAC

FROM: Allen Serkin

RE: Draft 2019 Meeting Calendar

RTCC	RTAC	Deadlines/Important Dates
		Draft FY 19-20 PWP 2/28;
Wed 2/6/19	Fri 2/22/19	RTAC Ethics 4/15
		Final FY 19-20 PWP 5/31;
Wed 5/1/19	Fri 5/10/19	Final FY 18-19 PWP amendment 6/29
		P6.0 Project modifications and deletions (<i>tent</i> .)
		P6.0 Project new project submittals (tent.)
Wed 8/7/19	Fri 8/16/19	P6.0 Alternate weights (tent.)
Wed 11/6/19	Fri 11/15/19	



STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

ROY COOPER GOVERNOR JAMES H. TROGDON, III
SECRETARY

October 30, 2018

Cape Fear RPO Project Updates – Brunswick & Pender Counties

Project Update List for Brunswick County

Projects Under Construction – Brunswick County

ER-2971 - (Ocean Isle Beach Roundabout: DC00194) - Hwy 179 (Beach Drive) at Hwy 904

(Causeway Drive) SR 1184 (Ocean Isle Beach Road) in Ocean Isle

Contractor: Triangle Grading & Paving Inc. Estimated Completion Date: October 2018

Percent Complete: 99.82%

<u>R-2633 BA</u> – (Wilmington Bypass: C203199) construct a 4-lane divided highway from US 74/76 (near Malmo) to SR 1430 (Cedar Hill Road).

Open to traffic on December 18, 2017.

Estimated Completion Date: December 2018 (inclusive of punch list and vegetation period)

Percent Complete: 98.81%

Project Development- Brunswick County

W-5703I: Hickman Rd at Ash-Little Rd Install Flashers

Construction By State Forces: January 2019 (delayed due to Hurricane)

R-5021: NC 211 from NC 87 to NC 906 (Midway Road) widen to a 4-lane divided facility.

Let Date April 2019* May be delayed with hurricane

U-5914: NC 133 Widen and Modernize Intersection at US 17/US 74/US 76 to SR 1554 (Old River

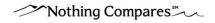
Road).

Let Date October 2019

<u>U-5788</u>: US 17 Business (Main Street) Realign intersection at Wall Street and Shallotte

Avenue

Let Date May 2020



W-5601GA: US 17 at Thomasboro Rd Convert Intersection to Superstreet

Let Date February 2021

W-5703H: US 17 at Hickman Rd Convert Intersection to Superstreet

Let Date February 2021

<u>U-5862</u>: US 17 (Shallotte Bypass) at SR 1357 Smith Avenue Upgrade intersection to

interchange

Let Date May 2021

R-5857: US 17 at US 17 Bus Convert Intersection to Superstreet

Let Date June 2022

<u>U-5932</u>: US 17 at NC 211 Convert Intersection to Interchange.

Let Date June 2024

R-5851: US 17 at NC 904 Convert Intersection to Superstreet

Let Date August 2024

R-4462: US 74/76 at Maco Rd Convert Intersection to Interchange.

Let Date June 2027

Carolina Bays Parkway Extension Updates

- 1. Effective August 2018, this project is being managed out of the Division Office in Castle Hayne, NC; CALYX will continue to work on the planning document.
- 2. Pursuing a Federal Planning Document to allow for more funding opportunities beyond STIP funds
- 3. Traffic forecast was approved in September 2018
- 4. Upcoming items: Website updates, Purpose and Need documents

Resurfacing Projects - Brunswick County

2017 Brunswick County Resurfacing Contract (C203923) 1 Section of US 74/US 76, 2 Sections of NC 87, NC 179, NC 904/179, and 41 Sections of secondary roads.

Estimated Completion Date: July 2018.

Percent Complete: 98.09%

2018 Brunswick Resurfacing Contract: WBS (C204094, W-5203Y) US 76 E. & W., US 421 N., NC 130, NC 179, NC 904.

Estimated Completion Date: March 2019.

Percent Complete: 48.75%

Map 1: NC 130 (Whiteville Rd) from US 17 Bus to SR 1335

Map 2: NC 179 (Old Georgetown Rd) from 179 Bus to NC 904

Map 3: NC 904 (Longwood Rd) from SR 1321 to SR 1304

Map 4: NC 179 Bus (Sunset Blvd) from traffic circle at Shoreline Dr to west of NC 904

Map 5: SR 1319 (Union School Rd) from SR 1316 to US 17

Map 6: SR 1504 (Clemmons Rd) from SR 1316 to US 17

Map 7: SR 1333 (Project Rd) from SR 1326 to end of Pavement

Map 8: SR 1327 (New Britton Loop Rd) from SR 1333 to SR 1326

Map 9: SR 1337 (Marlow Rd) from SR 1336 to SR 1333

Map 10: SR 1308 (Etheridge Rd) from SR 1300 to NC 904

Map 11: SR 1335 (Myrtlehead Rd) from SR 1333 to SR 1336

Map 12: SR 1356 (Marlowtown Rd) from 1302 to SR EOM

Map 13: SR 1301 (McLamb Rd) from SR 1300 to SC line

Map 14: SR 1316 (Old Shallotte Rd) from NC 904 to US 17

Map 15: SR 1155 (Goose Creek Rd) from NC 179 to SR 1143

Map 16: SR 1304 (Pea Landing Rd) from US 17 to NC 904

Map 17: SR 1305 (No. 5 School Rd) from SR 1300 to SR 1304

Map 18: SR 1165 (Thomasboro Rd) from US 17 to SR 1164

Map 19: SR 1720 (Washington Rd) from US 17 Bus. To EOM

Map 20: SR 1312 (Mt. Zion Church Rd) from NC 904 to EOM

Map 21: SR 1315 (Russtown Rd) from SR 1313 to NC 904

Map 22: SR 1115 (Stone Chimney Rd./Old Ferry Connection) from NC 211 to

intracoastal waterway

High Impact / Low Cost funded projects New project funding source - Brunswick County

 NC 133 (flooding)Intersection of SR 1521 (Funston Road SE) and NC 133 in Brunswick County

Approximately a mile in each direction of the intersection.

WBS 80084

Project let August 2019

Anticipated Completion April 2020

 Installation of traffic signal at US 17 & NC 87 (southern entrance) in Brunswick County WBS 47783; work began February 2018

Completion Date: February 2019

3. Installation of traffic signals at the intersection of US 17 and Ocean Isle Beach Road, and the NB to SB U-turn location approximately 875 feet northeast of the referenced intersection in Brunswick County.

WBS 47879; work began February 2018

Completion Date: February 2019 Located in GSATS Boundary.

4. Caswell Beach Rd Infiltration System in Oak Island WBS 47931; Town of Caswell Beach is working on the design

Let & Completion Date: February 2019

High Value Bridge Program - Brunswick County

Old Oak Island Bridge (Brunswick 14: C204185) NC133 Country Club Drive; Girder Repair Estimated Completion Date: June 2019
Let May 2018

Holden Beach Bridge (Brunswick 71: C204200) NC130 Holden Beach Rd SW; Girder Repair Let October 2018

<u>Odell Williamson Bridge</u> (Brunswick 13) NC904 Causeway Dr; Epoxy Coat Beam Ends <u>Let March 2019</u>

Project Update List for Pender County

Bridges Under Construction – Pender County

<u>B-4929</u> (Surf City Bridge on NC 50/210: C203789) Replace bridge #16 over the inter-coastal waterway with a fixed span high rise structure.

Estimated Contract Completion Date November 2020 Percent Complete: 89.08%

Project Development – Pender County

R-3300B: US 17 Hampstead Bypass: Construct a four-lane divided roadway on mostly new location from NC 210 to Sloop Point Loop Road. Fully funded
Let September 2020

R-3300A: US 17 Hampstead Bypass: Construct a four lane divided roadway on new location from US 17 south of Hampstead to NC 210 Selected in P5.0 Regional – fully funded Let September 2020

U-5732: US 17 (Ocean Highway in Hampstead)

Convert to superstreet from SR 1582 (Washington Acres Road) to just south of US 17 and future Hampstead Bypass Limits. Fully funded and will be built in conjunction with Hampstead Bypass projects.

Let September 2020

R-5701: NC 53/US117 Bus. Intersection Upgrade

Let June 2020

R-5850: NC 53 from US 117 Bypass to Stag Park Rd widen to 3 lanes

Let May 2025

Resurfacing Projects - Pender County

<u>2018 Pender County Resurfacing Contract</u> (C204090). 1-section of US-17, 1-section of NC-50, 1-section of NC-210, and 36 other various SR roads.

Estimated Completion Date: January 2019

Percent Complete: 84.59%

High Impact / Low Cost funded projects

New project funding source – Pender County

 Hoover Road widening from proposed interchange to US 17 with 2' paved shoulders; currently under design WBS 47785

Project let December 2018
Anticipated Completion December 2019

This project list was updated on October 30, 2018.

If you have any questions, please contact Caitlin Marks at the Division 3 Office: (910) 341-2000, cmmarks@ncdot.gov

Active Projects: Bridge/Safety/Maintenance/Resurfacing, etc.

C203988 (B-5332)

REPLACE BRIDGE #130 OVER CEDAR CREEK ON SR 1005 (PEACOCK ROAD)

Let Date: 7-18-2017 Work Began: 3-15-2018

Original Completion Date: 2-7-2019 Revised Completion Date: 4-8-2019

Scheduled Progress: 100% Actual Progress: 85.07%

Contractor: The Tara Group of Lumberon INC

Contract Amount: \$520,434

DETOUR ROUTE HAS BEEN REMOVED; ROAD OPEN TO TRAFFIC

C204040 (B-5699, B-5700, B-5711)

REPLACE 1 BRIDGE IN COLUMBUS COUNTY (B-5699), 1 BRIDGE IN CUMBERLAND COUNTY (B-5700) AND REPLACE 1 BRIDGE IN HARNETT

COUNTY (B-5711); COLUMBUS CO: (B-5699) REPLACE BRIDGE #68 ON NC 214

Let Date: 6-6-2017 Work Began: 11-27-2017

Estimated Completion Date: 11-15-2018

Scheduled Progress: 76%
Actual Progress: 29.73%
Contractor: Smith-Rowe
Contract Amount: \$5,491,634
Columbus Project Cost: \$1,250,000

ROAD CLOSED WITH SIGNED DETOUR ROUTE IN PLACE DURING CONSTRUCTION (B-5699)

C204115 (R-5749)

CONSTRUCT INTERCHANGE AT US 74-76 AND SR 1001 (HALLSBORO ROAD)

R/W Date: 3-31-17 Let Date: 2-20-2018 Work Began: 4-25-2018

Original Completion Date: 11-19-2020 Revised Completion Date: 2-11-2021

Scheduled Progress: 12% Actual Progress: 15.6%

Contractor: BMCO Construction INC Contract Amount: \$9,398,677

DF00169

REPLACE BRIDGE #84 OVER JUNIPER SWAMP ON SR 1119 (WRIGHT ROAD), BRIDGE #196 OVER GREENS BRANCH ON SR 1003 (SILVER SPOON ROAD) AND BRIDGE #198 OVER WEST PRONG CREEK ON SR 1546 (BILL HOOKS ROAD)

Let Date: 6-21-2017 Work Began: 1-17-2018

Original Completion Date: 1-24-2019 Revised Completion Date: 5-9-2019

Scheduled Progress: 94% Actual Progress: 43.31%

Contractor: Civil Works Contracting LLC

Contract Amount: \$1,754,870

WRIGHT ROAD AND SILVER SPOON ROAD ARE CLOSED DURING CONSTRUCTION - SIGNED DETOUR ROUTE IS IN PLACE.

DF00170

REPLACE BRIDGE #259 AND #262 OVER DANS CREEK ON SR 1836 (BYRDVILLE-FREEMAN ROAD)

Let Date: 6-21-2017 Work Began: 10-11-2017

Original Completion Date: 2-21-2019 Revised Completion Date: 3-8-2019 Scheduled Progress: 100%

Actual Progress: 83.92%

Contractor: Civil Works Contracting LLC

Contract Amount: \$904,565

DF00187

RESURFACING, WIDENING & PAVEMENT MARKINGS ON SR 1004 (ROUGH AND READY ROAD) AND VARIOUS SECONDARY ROUTES

Let Date: 11-1-2017

Original Completion Date: 11-15-2018 Revised Completion Date: 11-30-2018

Work Began: 6-6-2018 Contractor: Barnhill

Contract Amount: \$2,873,590

PROJECT COMPLETE

DF00192 (R-5786CA, R5786CB)

ADA CURB RAMP INSTALLATIONS (SPRING 2018)

Let Date: 3-7-2018 Work Began: 4-23-2018

Estimated Completion Date: 11-15-2018

Scheduled Progress: 97% Actual Progress: 56.57%

Contractor: Browe Construction Company

Contract Amount: \$806,581

DF00201

RESURFACING, WIDENING & PAVEMENT MARKINGS ON NC 11, SR 1150, SR 1730, SR 1843 & VARIOUS

SECONDARY ROUTES IN BLADEN AND COLUMBUS COUNTIES (16.44 MILES)

Let Date: 3-7-2018 Availability Date: 4-4-2018 Work Began: 5-3-2018

Estimated Completion Date: 8-30-2019

Scheduled Progress: 0% Actual Progress: 7.48% Contractor: Barnhill

Contract Amount: \$2,052,738

DF00202

RESURFACING, WIDENING & PAVEMENT MARKINGS ON VARIOUS SECONDARY ROUTES IN BLADEN AND COLUMBUS COUNTIES (30.07

MILES)

Let Date: 3-7-2018 Work Began: 6-4-2018

Estimated Completion Date: 8-30-2019

Scheduled Progress: 0% Actual Progress: 6.12% Contractor: Barnhill

Contract Amount: \$4,380,068

Upcoming Projects: Bridge/Safety/Maintenance/STIP/Resurfacing Projects, etc.

DF00200

ASPHALT SURFACE TREATMENT ON VARIOUS SECONDARY ROUTES IN COLUMBUS COUNTY

Let Date: 2-7-2018 Availability Date: 4-1-2018

Estimated Completion Date: 6-15-2019

Scheduled Progress: 0%
Actual Progress: 0%
Contractor: Riley Paving INC
Contract Amount: \$1,359,074

DF00203

RESURFACING, MILLING, WIDENING AND PAVEMENT MARKINGS ON VARIOUS SECONDARY ROUTES AND NC 130 AND NC 905 IN

COLUMBUS COUNTY Let Date: 3-7-2018 Availability Date: 4-2-2018

Estimated Completion Date: 8-30-2019

Scheduled Progress: 0% Actual Progress: 0% Contractor: Barnhill

Contract Amount: \$3,469,047

DF00219

RESURFACING, MILLING, MAT COAT, WIDENING AND PAVEMENT MARKINGS ON NC 130 AND SR 1740 IN COLUMBUS COUNTY

Let Date: 6-6-2018 Availability Date: 7-2-2018

Estimated Completion Date: 6-30-2020

Scheduled Progress: 0% Actual Progress: 0% Contractor: S.T. Wooten Contract Amount: \$4,414,924

DF00229 (W-5706P)

INSTALL THERMOPLASTIC PAVEMENT MARKINGS ON VARIOUS SECONDARY ROUTES IN BLADEN, COLUMBUS, CUMBERLAND AND

HARNETT COUNTIES Let Date: 8-15-2018 Availability Date: 9-10-2018

Estimated Completion Date: 8-30-2019

Scheduled Progress: 0% Actual Progress: 0%

Contractor: Performance Sealing & Striping INC

Contract Amount: \$1,466,415

B-6006

REPLACE BRIDGE #313 ON SR 1159 (OLD TRAM ROAD) OVER BOOGY BRANCH

R/W acquisition: FY 2019 Construction: FY 2019

Estimated Project Cost: \$1,238,000

PROJECT HAS BEEN RECENTLY ADDED TO THE CURRENT STIP FY 2018-2027

R-2561C

Widen NC 87 to multilanes from NC 11 to US 74/76

R/W acquisition: FY 2025 Let Date: FY 2027

Construction to Begin: FY 2027 Estimated Project Cost: \$40,577,000

R-2561CA

NC 87 at NC 11 convert at-grade intersection to interchange

R/W acquisition: FY 2022 Construction: FY 2024

Estimated Project Cost: \$8,500,000

PUBLIC MEETING TO BE HELD NOVEMBER 28, 2018

Upcoming Projects: Bridge/Safety/Maintenance/STIP/Resurfacing Projects, etc.

R-5013

Intersection improvements at US 701 and NC 410 (Joe Brown Highway)

R/W acquisition: June 2018 Let Date: June 2019

Construction to Begin: FY 2019 Estimated Project Cost: \$800,000

R-5819 & R-5820

US 74/76 at SR 1740 (Old Lake Road) and US 74/76 at SR 1735 (Chaunceytown Road) improvements

R/W acquisition: Jan-2020 Let Date: Jan-2022

Construction to Begin: FY 2022

Estimated Project Cost (R-5819): \$4,035,000 Estimated Project Cost (R-5820): \$7,047,000 Combined Estimated Project Cost: \$11,082,000 PUBLIC MEETING WAS HELD OCTOBER 25, 2018

R-5020

US 701 Bypass from South of SR 1166 (Pleasant Plains Road) to North of US 74/76 Bypass in Whiteville. Widen to multilanes.

R/W acquisition: Feb-2018 Let Date: Feb-2020

Construction to Begin: FY 2020

Original Project Cost Estimate: \$35,364,000 Revised Project Cost Estimate: \$48,958,000

R-5797

US 74 at SR 1506 (Boardman Road - Macedonia Road) upgrade at-grade intersection to interchange

R/W acquisition: FY 2019 Construction to Begin: FY 2021 Estimated Project Cost: \$14,500,000 PUBLIC MEETING WAS HELD MAY 21, 2018

C204133 (W-5601EV)

US 74 IMPROVEMENTS - CONSTRUCT DIRECTIONAL CROSSOVERS ON US 74 FROM SR 1824 WATER TANK RD TO JUST EAST OF THE

BRUNSWICK COUNTY LINE IN COLUMBUS COUNTY

R/W Date: 6-30-2017 Let Date: 8-21-2018 Availability Date: 10-1-2018

Estimated Project Completion Date: 12-2020

Scheduled Progress: 0% Actual Progress: 0%

Contractor: Highland Paving Co LLC Estimated Project Cost: \$3,255,000

DF00229 (W-5706P)

INSTALL THERMOPLASTIC PAVEMENT MARKINGS ON VARIOUS SR ROUTES IN BLADEN, COLUMBUS, CUMBERLAND AND HARNETT

COUNTIES

Let Date: 8-15-2018 Availability Date: 9-10-2018

Estimated Project Completion Date: 8-30-2019

Scheduled Progress: 0% Actual Progress: 0%

Contractor: Performance Sealing & Striping, Inc.

Estimated Project Cost: \$1,466,415

DF00236 (B-6039)

REPLACE BRIDGE #211 ON SR 1904 (RED BUG ROAD) OVER JOCKEY BRANCH

Let Date: 10-17-2018 Availability Date: 11-14-2018

Estimated Project Completion Date: 11-25-2019

Scheduled Progress: 0% Actual Progress: 0%

Contractor: The Tara Group of Lumberton INC

Estimated Project Cost: \$609,374



STATE OF NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

ROY COOPER GOVERNOR JAMES H. TROGDON, III

Friday, November 16, 2018

Nazia Sarder Transportation Engineer NCDOT Transportation Planning Division 1 South Wilmington Street Raleigh, NC 27601

TAC TPD UPDATES CAPE FEAR RPO

November 16, 2018

New Business:

Columbus County CTP – Continuing to work on Chapter 2 and recommendations.

Brunswick County Model - Future year and closeout is near completion. Brunswick County CTP study starting up once the model is complete, and CTP 2.0 rolls out.

Wilmington Model Update – Future Year Model will be completed end of November. Model closeout with documentation is to be completed by end of December.

Pender County CTP – TPD is working on the schedule for Pender County CTP, including the RPO in the process.

Performance Measures – PM2 and PM3 targets (pavement, bridge, and system performance) transmitted targets to FHWA on May 18, 2018. MPO's have 180 days to support NCDOT's targets or establish their own (Nov. 14, 2018).

Location:

Statewide Plan: The N.C. Department of Transportation is conducting an update to its long-range transportation plan to guide North Carolina's future transportation policies and investments. NC Moves 2050 is a plan that will provide a 30-year transportation vision and implementation plan for the state. Changing demographic and economic trends across urban and rural regions of the state, along with anticipated changes in technology, weather, tourism, and funding sources make now an opportune time to produce a bold, forward looking transportation plan to guide investment policy and system performance that will be more reactive to the dynamic change on the horizon.

The engagement of the stakeholders and public is critical during this initial stage of the planning process. To capture thoughts and ideas about the state's biggest challenges for the future, North Carolina residents are encouraged to provide input through our <u>survey</u> through November 30th. The survey can be found at https://publicinput.com/ncmoves. This survey focuses capturing public input about the challenges for our state and the future of our transportation system. Responses will help to inform the vision and goals for NC's transportation plan. We will also have our kickoff stakeholder meetings in Kinston on 10/24/18, Raleigh on 10/29/18, and Charlotte on 10/30/18. We have invited a representative from each MPO, RPO, State Agencies, and State Advocacy Groups across North Carolina.

Training: A recording of the 2017 MPO/RPO Ethics training webinar can be viewed at the following location: https://livestream.com/NC-DOT/events/7161243

Old Business:

Corridor Studies: TPD has recently made the decision to temporarily pause the development of the STC Master Plans in order to reevaluate the scope and deliverables to make it a more useful and effective end product. A work group of internal and external partners to help reexamine this effort is currently being formed.

Wilmington CTP – With the model update, WMPO has also asked TPD to start on the Wilmington CTP update. We have yet to develop a schedule for this CTP and start – but once the Wilmington Model is fully completed, TPD will develop a schedule.

RPO Program Reviews: FHWA submitted their findings and recommendations for improvement to NCDOT. TPD has developed an action plan to address the recommendations. FHWA, NCDOT and the RPO Administrative Documents Committee with collaborate on the implementation of resulting changes.

CMAQ: Applications for funding in FFY 2019 were due by March 15, 2018.

Traffic Forecast: The Traffic Forecast shapefile is under development (ArcGIS Online).

HERE Data: HERE Data is available for use for NCDOT business purposes, subsequently being available for RPO use. Data available for travel times and speed measures across the state. Program available at: https://pda.ritis.org/suite

FHWA News: Functional Classification - FHWA has an interactive map that shows the Federal highway system, freight network, fatal crashes, MPO information, and demographic maps at the county level.

Build NC: Governor Roy Cooper on Wednesday June 20, 2018 - signed into law the Build NC Bond Act of 2018, a new financing tool sought by his administration to help expedite critical highway projects. Build NC is a financing tool similar to Garvee bonds and is an important way to move critical projects forward. It is important to note that it is not new revenue, but borrowing authority to implement projects sooner. The focus is for projects in the regional and Division tiers.

CTP 2.0: TPD leadership is reviewing elements for CTP 2.0 and coordinating with the CTP 2.0 steering committee as we prepare for implementation of improved maps, classifications, analysis, plan documentation, and changes to the process for developing CTPs in NC. (A CTP Steering Committee meeting was held June 18, 2018.) Improving the CTPs for NCDOT and local partners has proven to be a complex process with many benefits and "ripple effects" as we move future proposals into project implementation.