



FY 2017
PLANNING WORK PROGRAM
(October 1, 2016 to September 30, 2017)

Prepared by the
Regional Planning Commission of Greater Birmingham

April 2016

Heart of Alabama Rural Planning Organization (HARPO)

FY 2017

PLANNING WORK PROGRAM

This document is posted at

<http://www.rpcgb.org>

For further information, please contact
Mr. Scott Tillman, Director of Planning and Operations
Regional Planning Commission of Greater Birmingham (RPCGB)
Two 20th Street North, Suite 1200
Birmingham, AL 35203
Email: stillman@rpcgb.org

Date adopted: , 2016

This Work Program is financed in part by the U.S. Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Alabama Department of Transportation, and local participating governments, in fulfillment of Task 4.0 of the FY 2016 RPO Work Program and requirements set forth in Title 23 USC 134 and 135 (amended by Fixing America's Surface Transportation [FAST] Act). The contents of this document do not necessarily reflect the official views or policies of the U.S. Department of Transportation.

RPCGB Committee Membership

Valerie Abbott, Chair
City of Birmingham

Robbie Hayes
Shelby County Commission

Theoangelo Perkins, Vice-Chair
Town of Harpersville

Thomas Henderson
City of Center Point

Chester Jolly, Secretary
City of Warrior

Reginald Holloway
Shelby County Commission

Delor Baumann, Treasurer
City of Hueytown

Joe Knight
Jefferson County Commission

Tom Barnett
City of Birmingham

David Jones
City of Springville

William Bell, City of Birmingham

Devon Laney
City of Birmingham

Tommy Bowers
St. Clair County Commission

Lee McCarty
Town of Wilsonville

Sandra Little Brown
Jefferson County Commission

Eddie Reed
Town of Jemison

Allen Caton
Chilton County Commission
Randy Curtis
Town of Hayden

Eunice Rogers
City of Birmingham

Joe T. Funderburg
City of Pell City

James Stephens
Jefferson County Commission

Chris Green
Blount County Commission

Loxcil Tuck
City of Tarrant

Ken Gulley
City of Bessemer

Tim Westhoven
City of Hoover

Regional Planning Commission of Greater Birmingham
Staff to the RPO

RESOLUTION 2016-817-1
for the
Heart of Alabama Rural Planning Organization (HARPO)
Work Program for FY 2017 as Prepared and Adopted by the
Regional Planning Commission of Greater Birmingham (RPCGB)

WHEREAS, the Alabama Department of Transportation (ALDOT) has contracted with the Regional Planning Commission of Greater Birmingham (RPCGB) to conduct the non-metropolitan cooperative planning process for rural transportation planning for portions or all of Blount, Chilton, St. Clair and Walker counties in Alabama, pursuant to the requirements and applicable provisions of amended 23 USC 134 and 135 (Fixing America's Surface Transportation Act [FAST] Act); and

WHEREAS, THE Heart of Alabama Rural Planning Organization (HARPO), composed of Blount, Chilton, St. Clair, and Walker counties, is the organization recognized by the State of Alabama through the cooperative process for rural transportation planning; and

WHEREAS, the Rural Transportation Planning Work Program is the instrument by which the RPCGB staff, on behalf of HARPO, describes to the ALDOT how it plans to carry out the cooperative process for rural transportation planning, and

WHEREAS, the RPCGB staff has developed the HARPO Rural Transportation Planning Work Program for FY 2017, and

WHEREAS, the RPCGB Board of Directors is responsible for providing the staff and matching funds to administer the HARPO Rural Transportation Planning Work Program.

NOW THEREFORE, BE IT RESOLVED that the Regional Planning Commission of Greater Birmingham, on behalf of the Heart of Alabama Rural Planning Organization, representing Blount, Chilton, St. Clair, and Walker counties, hereby endorses the FY 2017 Rural Transportation Planning Work Program as presented.

Adopted this 17th day of August 2016.



Honorable Valerie Abbott, Chairman
Regional Planning Commission of Greater Birmingham

ATTEST:



Charles Ball, Executive Director
Regional Planning Commission of Greater Birmingham

TABLE OF CONTENTS

TITLE.....	i
MEMBERS	ii
RESOLUTION	iii
RURAL TRANSPORTATION PLANNING WORK PROGRAM.....	1
Statewide Transportation Planning in Rural Areas	1
Purpose	1
Goals.....	1
Format.....	1
TASKS	
1.0 Administration and Management.....	2
Objective	2
Proposed Work.....	2
Products	2
Staffing	2
Timeline for Proposed Work	2
Financial Responsibility	2
2.0 Public Meetings.....	3
Objective	3
Proposed Work.....	3
Products	3
Staffing	3
Timeline for Proposed Work	3
Financial Responsibility	3
3.0 Data Management and Project Development	4
Objective	4
Proposed Work.....	4
Products	4
Staffing	4
Timeline for Proposed Work	4
Financial Responsibility	4
4.0 Documentation	5
Objective	5
Proposed Work.....	5
Products	5
Staffing	5
Timeline for Proposed Work	5
Financial Responsibility	5
Staffing and Budget.....	5

Heart of Alabama Rural Planning Organization (HARPO)
RURAL TRANSPORTATION PLANNING WORK PROGRAM

The Rural Transportation Planning Work Program is the instrument by which the Heart of Alabama Rural Planning Organization (HARPO) describes to the Alabama Department of Transportation (ALDOT) how it plans to carry out the cooperative process for rural transportation planning.

Statewide Transportation Planning in Rural Areas

Pertinent portions of 23 CFR Part 450 – Planning Assistance and Standards define the cooperative process for statewide transportation planning in rural areas. ALDOT has contracted with the Regional Planning Commission of Greater Birmingham (RPCGB) to accomplish this process for Blount, Chilton, St. Clair, and Walker counties.

Purpose

The purpose of this document is to describe the work that will be performed by RPCGB in the specified counties for Fiscal Year 2017.

Goals

1. Establish and maintain a cooperative planning process with local officials and interested parties
2. Support current and future transportation planning, as needed
3. Develop reports that are useful to ALDOT and local governments
4. Promote a well-informed public who participates in the process for rural transportation planning
5. Ensure that the goals of the applicable transportation authorization act are incorporated into the plans and projects developed under Task 3.

The RPCGB administrative staff, on behalf of HARPO, has reviewed these goals and identified tasks to be completed in partnership with the affected local governments.

Format

The work program is divided into tasks. Each task outlines the work that will be performed by the RPCGB staff during FY 2017. The description of each task includes the objective, previous work, proposed work, task activities, products, staffing, timeline for proposed work, and financial responsibility.

TASK 1.0: Administration and Management

Objective

To effectively manage the cooperative process for rural transportation planning.

Proposed Work

Staff will provide assistance for transportation plans and programs, and facilitate transportation project prioritization for rural areas in the region. Encouragement will be given to projects that promote regional intermodal transportation. Staff will educate local governments in the promotion of Livability Principles.

The following administrative tasks will be conducted for FY 2017:

1. Prepare agendas, direct and attend committee meetings and training sessions, prepare progress reports, document expenditures for planning work items, and file for reimbursement of expenditures.
2. Perform daily operations required for dissemination of information and coordination.
3. Assist nonprofit agencies and local governments in filing of grants and administration of Human Services Coordinated Transportation Plan.
4. Assist with the coordination of ADA transition plan activities between local governments, ALDOT, and FHWA, as needed.
5. Staff will participate in ALDOT-approved training as needed. Out-of-State travel will be approved by ALDOT.

Products

1. Agendas, reports, and other documentation to support rural transportation planning and training
2. Employee timesheets, progress reports, and invoices

Staffing Regional Planning Commission of Greater Birmingham

Timeline for Proposed Work None

Financial Responsibility

Total	<u>\$6,250</u>
State Planning and Research Funds (SPR) – Rural	\$5,000
Local Match	\$1,250

TASK 2.0: Public Meetings

Objective

To conduct semiannual meetings that provide complete information, timely public notice, full public access to decision-making, and opportunities for early and continuing involvement.

Proposed Work

1. Maintain and update mailing lists.
2. Conduct semiannual public meetings.
 - a. Prepare and distribute notices for public meetings
 - b. Coordinate a forum for rural officials to review proposed plans
 - c. Maintain a process to continue discussions on rural transportation issues
3. Identify areas for improvement
4. Identify areas for consideration
5. Assist with strategies for achieving previously identified goals
6. Assist with specific focus areas identified by each county, such as corridors, railroad interaction, scenic preservation, roadway maintenance, and improved transportation options.
7. Conduct training on relevant topics

Products

1. Mailing list, meeting notices, and meetings
2. Record of public participation
3. Training materials

Staffing Regional Planning Commission of Greater Birmingham.

Timeline for Proposed Work None

Financial Responsibility

Total	<u>\$18,750</u>
State Planning and Research Funds (SPR) - Rural	\$15,000
Local Match	\$3,750

TASK 3.0: Data Management and Project Development

Objective

To gather, maintain and distribute available data for the rural transportation areas, and identify projects for the STIP.

Proposed Work

1. Maintain transportation-related data within databases, spreadsheets, and GIS files as available. This includes information resulting from traffic data analysis, demographics, land use, community development, and data compiled as part of the establishment and maintenance of the management systems.
2. Develop sketch plans to address focus areas.
3. Distribute information, as available, for the cooperative planning process, STIP, and Statewide Transportation Plan.
4. Present an annual status update of all STIP projects.
5. Meet with elected officials to identify potential projects for inclusion in the Statewide Transportation Improvement Program (STIP).

Products

1. An organized method for recording and maintaining transportation data
2. Transportation databases, spreadsheets and GIS files
3. System for distribution of transportation data
4. Data in support of the STIP and Statewide Transportation Plan

Staffing Regional Planning Commission of Greater Birmingham

Timeline for Proposed Work None

Financial Responsibility

Total	<u>\$33,750</u>
State Planning and Research Funds (SPR) - Rural	\$27,000
Local Match	\$6,750

TASK 4.0: Documentation

Objective

To prepare documentation for ALDOT and all interested parties.

Proposed Work

1. Provide data for public meetings
2. Prepare a FY2018 Work Program

Products

1. Current transportation data
2. Documentation to support training and public meetings
3. FY2018 Rural Transportation Planning Work Program

Staffing Regional Planning Commission of Greater Birmingham

Timeline for Proposed Work

Draft and Final 2018 Rural Transportation Planning Work Program – August 2017

Financial Responsibility

Total	\$3,750
State Planning and Research Funds (SPR) – Rural	\$3,000
Local Match	\$750

Staffing and Budget

Task	State Funding	Local Funding	Total Funding
1.0 Admin and Management	\$5,000	\$1,250	\$6,250
2.0 Public Meetings	\$15,000	\$3,750	\$18,750
3.0 Data Mgmt and Project Dev	\$27,000	\$6,750	\$33,750
4.0 Documentation	\$3,000	\$750	\$3,750
TOTAL	\$50,000	\$12,500	\$62,500