



Eastern Carolina Council

Agenda

General Membership Meeting

6:30 p.m. - Thursday, November 10, 2022

Third Floor Conference Room

233 Middle Street, New Bern, NC

Zoom Link:

<https://us06web.zoom.us/j/86881600168?pwd=WDQrUEZPTGVhbnUvb1dlcGw4Zz09>

AGENDA

1. Welcome, Invocation, and Call to Order
2. Adopt Agenda – Jay Bender, President
3. Consent Agenda – Jay Bender President
 - a. Minutes – Special Called General Membership – September 8, 2022
 - b. Contribution Based Benefit Cap Report
 - c. C.E.D.S. Update
 - d. Community Planning/Technical Assistance Update
 - e. Area Agency on Aging Update
 - f. **Update Signatories on Union Bank documents**
4. Update on development of Comprehensive Economic Development Strategy (C.E.D.S.) – David Bone, Executive Director
5. State Transportation Improvement Program (STIP) update and Community Outreach efforts – Becca Joan Eversole, Transportation Planner
6. Presentation about Community Planning and American Recovery Plan Technical Assistance – Carlton Gideon, Senior Community Planner
7. Executive Director's Report – David Bone, Executive Director
8. Member Comments
9. **Closed Session – N.C. G.S. 143-318-11(a)3 – Attorney Client Privilege**
10. Adjournment

*New items shown in red



Minutes

Special Called General Membership Meeting

6:30 p.m. - Thursday, September 8, 2022

Third Floor Conference Room

233 Middle Street, New Bern, NC

Minutes

ECC Executive Committee in Attendance:

Roland Best, Lenoir County Commissioner
Bob Cavanaugh, Carteret County Commissioner
Frank Emory, Jones County Commissioner
Bennie Heath, Greene County Commissioner
Jim Kohr, City of Havelock Commissioner
Pat Prescott, Pamlico County Commissioner
Ed. Riggs, 1st Vice President
Arthur Robinson, 2nd Vice President

ECC General Membership in Attendance:

Barbara Jones, Town of Cove City Commissioner
Randy Mitchell, Town of Dover Commissioner
Carolyn Kenyon, Town of Faison Mayor
Allen Price, Town of Oriental Commissioner
Mike Hill, Town of Pink Hill Mayor
Evelyn Paul, Town of Grantsboro Commissioner (via Zoom)

ECC Staff in Attendance:

David Bone, Executive Director
Melinda McGuire, Finance Director
Leighann Morgan, Deputy Finance Director
Kim Baker, Lead Aging Programs Consultant
Jenny Miller, Finance Consultant

Guest in Attendance:

Knox Proctor, Attorney, Ward & Smith

1. Welcome, Invocation, and Call to Order

President Bender called the meeting to order at 6:30 p.m. Commissioner Prescott gave the invocation.



2. Adopt Agenda – Ed Riggs, 1st Vice President

Commissioner Heath motioned to adopt the agenda, seconded by Commissioner Cavanaugh, and motion was approved unanimously.

3. Consent Agenda – Ed Riggs, 1st Vice President

a. Minutes – General Membership June 9, 2022

b. Contribution Based Benefit Cap Report

Commissioner Cavanaugh motioned to approve the consent agenda, seconded by Mayor Hill, and motion was approved unanimously.

4. Presentation – Vann Rogerson, President of the NC East Alliance

Trey Goodson gave a presentation on NC East Alliance, which is the lead economic development organizations serving eastern North Carolina. The organization works with state, local, and national economic development organizations to help existing industries expand; actively markets to and assists in the recruitment of new businesses into the area; builds regional economic capacity; and provides confidential site location assistance for companies seeking available buildings and sites for expansion or relocation.

5. Budget & Audit Committee Report – Ed Riggs, 1st Vice President

a. Check Register

b. Financial Statements

c. Committee Information & recommendations

Commissioner Riggs stated the Budget and Audit Committee met at 5:00 to review the check register for July and August, received an update from the Auditors, and reviewed financial factors, involved with the personnel policy.

6. Audit Presentation – Robbie Bittner, RSM

Robbie Bittner detailed the following audit financial statement findings:

- Material noncompliance and material weakness in internal control – late filing of audit to North Carolina Local Government Commission
- Significant deficiency in internal control – cash cutoff
- Material weakness in internal control – payroll
- Material weakness in internal control – revenue and accounts receivable
- Material weakness in internal control – purchase orders
- Material weakness in internal control – delegation of authority

Robbie Bittner stated that the audit federal award findings and questioned costs:

- Material weakness in internal control – purchase orders
- Material weakness in internal control – reporting



- Material weakness in internal control – procurement

Robbie Bittner stated that the audit found no findings in the state award finings and questions costs

Commissioner Heath motioned to approve audit as presented, seconded by Commissioner Emory, and motion was approved unanimously.

7. ECC By-Law Amendments – Ed Riggs, 1st Vice President

Commissioner Riggs stated the by-laws are presented before the board for approval. The by-law committee and Executive Committee have discussed the changes multiple times, and there was an in-depth discussion in depth at the June meeting of the amendments.

Commissioner Cavanaugh motioned to approve the By-Law Amendments, seconded by Commissioner Best, and motion carried unanimously.

8. ECC Personnel Policy Amendments – David Bone, Executive Director

Executive Director stated in conjunction with the review of the ECC by-laws, a review of the ECC Personnel Policy was conducted, and some recommendations for amendments to the Personnel Policy have been drafted and presented before the board.

After ample discussion, Commissioner Cavanaugh motioned to approve Personnel Policy with the amendments of bullet point 1, 3, 4, 7, and 9, and seconded by Commissioner Robinson.

Commissioner Kohr discussed bullet point 6 is not defined enough.

Commissioner Cavanaugh motioned approve Personnel Policy with the amendments except for bullet point 6, seconded by Commissioner Robinson, and motion carried unanimously.

9. Executive Director's Report – David Bone, Executive Director

a. C.E.D.S. Update

Executive Director Bone stated the C.E.D.S. survey is online and has been shared with ECC members and partners. The survey results will provide a good baseline of information on which to update the C.E.D.S. Executive Director Bone has made presentations to various governing boards, including Lenoir County, the Duplin County-Municipal Association, Greene County and the Town of Hookerton. He is participating in the NC Workforce Development Workforce Development Leadership Initiative.

b. Technical Assistance Update

Executive Director Bone stated he is working with the Town of Newport on their Manager search. Staff is also working with Colliers to conduct a



Recreation Master Plan for the Town of Beulaville and a Rural Transformation Grant Application for the Towns of Faison and Richlands.

c. AAA Report

Executive Director Bone stated a new employee has been hired, Anita Douglas. Ms. Douglas will be a Regional Ombudsman and an Aging Programs Consultant. The state has decreased documentation required for monthly reimbursements, which is creating efficiencies for county agencies and ECC AAA. The grocery reimbursement program is going well in Greene and Duplin counties. To date, over \$70,000 has been paid to seniors in the two counties. The program has been extended to Pamlico and Jones counties and will be extended eventually to the whole region. The CAC's (Community Advisory Committee) suspension has been lifted, and the committee members can resume their duties in support of the Ombudsmen as of July 1, 2022 but will have to complete PPE (Personal Protective Equipment) training by the Ombudsman first.

d. Transportation Report

Executive Director Bone stated the updated Draft STIP has been released to NCDOT and its planning partners. It is based on new revenue, and some projects are back on the Draft STIP. The RPO staff have been updating the RPO websites with new and updated information.

e. General Report

Executive Director Bone stated the new Finance Director, Melinda McGuire, and was hired in mid-August and is doing well in her transition. A Senior Community Planner, Carlton Gideon will start on Monday. ECC is still recruiting for another community planner.

ECC submitted a proposal for the Disaster Recovery Technical Assistance, and it is currently under review.

In partnership with UNC SOG, ECC helped host a Human Trafficking webinar that had 65 participants signed up.

There will be a regional event with the NC League of Municipalities for ARPA training and best practices.

Also in partnership with SOG Environmental Finance Center, there will be a staff training on water and wastewater utilities in November.

10. Member Comments

Executive Committee members thanked Executive Director Bone for his hard work and positive outlook on ECC. Executive Director Bone thanked staff for their hard work.



Commissioner Riggs thanked staff for their work, and he expressed appreciation for staff keeping ECC running while key factors were gone.

11. Adjournment

Commissioner Cavanaugh motioned to adjourn the meeting, seconded by Commissioner Best, meeting was adjourned.

Respectfully submitted,

Ed Riggs, 1st Vice President

David Bone, Executive Director

Summary:

The following is an update on our EDA grant activity for our Comprehensive Economic Development Strategy (CEDS) grant.

CEDS plan update

- Reviewed CEDS survey results.
- Planned for and held a Regional SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis meeting with economic developers and planners on October 17, 2022; discussed CEDS survey results.
- Discussed CEDS survey results at City-County Managers meeting on October 18, 2022.
- Senior Community Planner conducted CEDS research.

Board presentations

- October 17th – Carteret County Board of Commissioners
- November 1st – Wayne County Intergovernmental Meeting

Additional recent CEDS work highlights

- Completed and submitted EDA CEDS quarterly reports.
- Executive Director participated in initial NC Workforce Development Leadership initiative training session on October 11th and 12th.
- Partnered with the NCSU Institute for Emerging Issues on a grant application to the NC Department of Information Technology for funding to develop Digital Inclusion Plans for the six counties in our region without such plans.
- Participated in RISE (Regions Innovating for Strong Economies and Environment) public meetings on October 18th and 19th and Stakeholders meeting on October 31st.
- Participated in interview with *The Japan Times* about economic development in the region.
- Held conversations with Pink Hill officials.
- Ongoing conversations with communities about grant opportunities.
- Ongoing conversations with EDA staff about CEDS efforts.
- Participated in bi-monthly Craven Workforce Development work group meeting on November 1st.

Consent Agenda Item – Community Planning / Technical Assistance Update

November 10, 2022

Summary:

The following is an update on our Community Planning / Technical Assistance efforts:

Community Development Planning Staff

- Currently recruiting for a Community Planner

ARP Technical Assistance (through NCARCOG / State grant funding)

- Senior Community Planner Carlton Gideon is making contact with members and focusing on:
 - Survey about their use of ARP funds to date and planned.
 - Answering questions about allowable uses, reporting, etc.
 - Do communities have proper policies in place.
 - Are communities aware of audit requirements, internal control requirements.
- Participated in NCLM ARP Seminar in Wallace on October 26th.

Disaster Recovery Technical Assistance (through NCARCOG / State grant funding)

- Fremont – successfully assisted with Letter of Interest; currently assisting with full BRIC application for stormwater grant.
- Calypso – successfully assisted with Letter of Interest; currently assisting with BRIC application for stormwater grant.

Ongoing projects in conjunction with Colliers

- Beulaville – Recreation Master Plan / PARTF Grant Appl. (with Colliers) – Held site visit and participated in Recreation Advisory Board meeting on November 1st.
- Richlands – Rural Transformation Grant preparation – grant application submitted on November 1st.
- Faison – Rural Transformation Grant preparation – grant application submitted on November 1st.

Newport Town Manager Search

- Ongoing
- 26 applications received
- Meeting with Town Council on October 5th to review applications

Summary:

The following is an update from the Area Agency on Aging.

AAA Grocery Reimbursement Program Open to All Nine Counties

To help address food insecurity amongst seniors, the Eastern Carolina Council Area Agency on Aging (ECCAAA) is providing a Grocery Reimbursement Assistance Program to senior adults (60 years of age or older) who reside in Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico, and Wayne counties. The program funds are available through September 2024 or until the funds have been exhausted.

ECCAAA has hired temporary worker(s) through a temp. agency to assist with the processing of paperwork for this program.

ECCAAA will reimburse approved seniors up to \$500.00 (per household) for food items they have purchased (not including paper products, cleaning supplies, alcohol, pet supplies, or cigarettes).

Participants who apply for the program will submit their grocery receipts to the Eastern Carolina Council Area Agency on Aging and will receive a check in the mail for reimbursement of eligible items (not including sales tax).

Participants will need to provide a copy of their driver's license by scanning it and emailing to ECCAAA or provide a photocopy when they submit their first receipt for reimbursement. Participants are encouraged to keep a photocopy of their receipts for this program.

ECCAAA is excited to offer this opportunity to seniors in all nine counties within the region, and we ask you to help spread the word about this program in your churches and community organizations. Flyers are being distributed throughout the region by staff at events and meetings.

To date, ECCAAA has 246 senior registered and is receiving new registrations daily. We have reimbursed \$88,766 to seniors through October 27, 2022.

For more information or questions, please contact the Eastern Carolina Council Area Agency on Aging at 252-638-3185, ext. 3015 or aging@eccog.org.

National Family Caregiver Month – November is National Caregivers Month. National Family Caregivers Month recognizes and honors family caregivers across the country. This November, we remember the people who lovingly provide care and comfort to millions of older adults who are friends and loved ones. These acts of love, commitment, and compassion enable their loved ones to receive the support they need to live a life with dignity. The theme for 2022 is “Caregiving Happens.”

What is a Caregiver? The most common caregiver is defined as “someone who takes care of a family member without pay.” Caregivers display patience, compassion, dependability, often time overlooking their own individual health. Caregiving is hard. Caregivers sacrifice. Caregivers love.

ECCAAA encourages community members and professionals to reach out to those who provide care and thank them. Throughout the month of November, events will take place across the region to recognize and celebrate caregivers, and to support them in their roles.

ECCAAA has purchased *Joy for All* virtual pets (cats and dogs) to be raffled during the National Caregivers events across the region. These virtual pets will be going to a lucky caregiver to help with anxiety and loneliness.

ECCAAA has also purchased virtual “sqwalkers”, which are interactive birds that are used on walkers. ECCAAA is the first in the state to receive these. They sing and provide reminders to take your walker with you. This is done through a motion detection built within the birds. ECCAAA will be giving a blue bird and cardinal to each county for Family Caregiver Providers and Support Groups during the month of November.

Background Information:

The Eastern Carolina Council serves as the Economic Development District for the U.S. Economic Development Administration in the nine-county region. One of the functions that we carry out as part of that role is to create the Comprehensive Economic Development Strategy (CEDS) for the region. ECC receives planning funds from the U.S. Department of Commerce's Economic Development Administration (EDA) to support development and maintenance of the plan.

What is a Comprehensive Economic Development Strategy, or CEDS? – Simply put, a CEDS is a strategy-driven plan for regional economic development. A CEDS is the result of a regionally-owned planning process designed to build capacity and guide the economic prosperity and resiliency of an area or region. It is a key component in establishing and maintaining a robust economic ecosystem by helping to build regional capacity (through hard and soft infrastructure) that contributes to individual, firm, and community success. The CEDS provides a vehicle for individuals, organizations, local governments, institutes of learning, and private industry to engage in a meaningful conversation and debate about what capacity building efforts would best serve economic development in the region." (<https://eda.gov/ceds/>)

The guidelines for developing a CEDS include effective general planning practices that can be used by any community to design and implement a plan to guide its economic growth.

From the regulations governing the CEDS (see 13 C.F.R. § 303.7), the following sections *must* be included in the CEDS document:

- **Summary Background:** A summary background of the economic conditions of the region;
- **SWOT Analysis:** An in-depth analysis of regional strengths, weaknesses, opportunities and threats (commonly known as a “SWOT” analysis);
- **Strategic Direction/Action Plan:** The strategic direction and action plan should build on findings from the SWOT analysis and incorporate/integrate elements from other regional plans (e.g., land use and transportation, workforce development, etc.) where appropriate as determined by the EDD or community/region engaged in development of the CEDS. The action plan should also identify the stakeholder(s) responsible for implementation, timetables, and opportunities for the integrated use of other local, state, and federal funds;
- **Evaluation Framework:** Performance measures used to evaluate the organization’s implementation of the CEDS and impact on the regional economy.

In addition to the sections noted above, the CEDS must incorporate the concept of economic resilience (i.e., the ability to avoid, withstand, and recover from economic shifts, natural disasters, the impacts of climate change, etc.).

Summary:

The development of a CEDS typically takes up to 12 months. The development of ECC's CEDS was delayed, due to leadership transitions.

In September 2022, ECC requested participation from the community in the development of the Comprehensive Economic Development Strategy (CEDS) update via an online survey. As of November 3rd, 91 respondents from the region completed the survey.

On October 16th, ECC staff hosted economic developers, planners, and workforce development officials from the region to assist with a Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis to help support the development of the 5-year Comprehensive Economic Development Strategy (CEDS) plan for our region.

On October 17th, ECC hosted a meeting of city and county managers from the region. An update on ECC was provided, and we received feedback from the managers about our Comprehensive Economic Development Strategy (CEDS) plan efforts.

Input from the survey and meetings mentioned above was compiled, and a summary of the SWOT Analysis is attached.

Also, a draft action plan has been created and is attached.

The Board is asked to review the draft documents attached and provide feedback. This feedback will be utilized as staff continues to develop to full CEDS plan.

The CEDS document should be approved by the Board and submitted to EDA by December. Since an ECC Board meeting is not scheduled for December, staff plans to submit the CEDS to EDA in draft form and then ask for approval by the General Membership Board at its January 12, 2023 meeting.

Request:

- The Board is asked to review the draft documents attached and provide feedback.

Attachments:

- Draft CEDS SWOT Analysis
- Draft CEDS Vision Statement and Action Plan Priorities

SWOT Analysis

Strengths are a region's relative competitive advantages and are often internal in nature.

Weaknesses are a region's relative competitive disadvantages and are often internal in nature.

Opportunities are chances or occasions for regional improvements or progress, often external in nature.

Threats are chances or occasions for negative impacts and regional decline, often external in nature.

Stakeholder Participation

Determining the strengths, weaknesses, opportunities, and threats of the region in order to better understand "where we are" and "where are we going" is vital to regional economic development. Through a largely open-ended, online survey, the ECC focused on collecting data from a broad spectrum of stakeholders throughout the region to assist with the SWOT Analysis.

The timetable for developed of the Comprehensive Economic Development Strategy (CEDS) was truncated, due to leadership transitions. In September 2022, ECC requested participation from the community in the development of the Comprehensive Economic Development Strategy (CEDS) update via an online survey.

In October 2022, ECC staff hosted economic developers, planners, and workforce development officials from the region to assist with a Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis to help support the development of the 5-year Comprehensive Economic Development Strategy (CEDS) plan for our region. ECC also hosted a meeting of city and county managers from the region, at which time, ECC received feedback from the managers about our Comprehensive Economic Development Strategy (CEDS) plan efforts.

The results helped to guide identify regional priorities for economic and community development, and ultimately determine the direction of the Action Plan.

Strengths	Weaknesses	Opportunities	Threats
Manufacturing base	Aging and inadequate water, wastewater, and stormwater infrastructure	Global marketplace	Climate change
Military presence, assets, talent	Workforce talent	Destination for remote work	Flooding
Tourism assets	Lack of broadband infrastructure, internet access	Educational and workforce development enhancements	Extreme weather, natural disasters
Agricultural / fishing assets	Substance abuse and crime	Further development of Global Transpark	Economic impacts from COVID-19
Geographic location (mild climate, proximity to ocean, central location on East coast, proximity to Triangle)	Infrastructure	Expansion and upgraded connections for the NC Port in Morehead City	Inflation, rising costs of goods, utilities, and services; economic downturn
Natural environment, resources	Transportation, particularly lack of interstate and rail access	Infrastructure investments	Healthcare affordability
Water access / Intercoastal Waterway	Poor health outcomes	Regional cooperation, partnerships to solve complex issues	Racism
Coastal, small town, rural lifestyle	Lack of workforce housing and housing choices	Use of ARP funds	Population decline
Port	Career opportunities	Available land	Migration of population to urban areas
Cost of living	Support for small businesses	Growth	Manmade disasters
Retiree amenities	Lack of sufficient, affordable child care	New and enhanced grant programs	Aging population
Industry clusters	Lack of Class A office space	Downtown and Main Street redevelopment	Struggling, vacant downtowns / Main Streets
History, heritage and culture	Resources for entrepreneurs	Plans for I-42 development	Competition between neighbors, various communities
Diversity of economy	Access to capital for small businesses	New and expanded partnerships	Substance Abuse
Relatively inexpensive land	Seasonal tourist and second home economy	Green economy	Mental health of population, due to COVID, stresses of modern life
Global Transpark	Lack of civic engagement	Strategic economic development programs	Rising inequality (income, access)
Diversity of residents	Public transit alternatives	Historic Tourism	Migration of younger, working-age population from the region to urban areas
Community Colleges	Lack of sufficient mental health resources	Visionary leaders and citizens	Decline of rural healthcare facilities
K-12 schools	Reliance on septic systems	Leveraging "the rural advantage"	
Numerous community events	Race relations	Airports	

Strengths	Weaknesses	Opportunities	Threats
Friendly people	Lack of walkable, mixed use communities	Expansion and regionalization of water and sewer service	
Talent and experience of veterans and retirees	Limited access to four-year degree programs and research universities	Encourage people who vacation in our region to stay and invest in the region	
Presence of foreign-owned firms		Assist businesses with licensing, permitting, and regulations	
		Expansion and/or commercial applications related to research facilities (Duke University Marine Lab, NOAA Lab, UNC Institute for Marine Sciences, NCSU CMAST, state research farms)	
		Foreign direct investment	

Vision and Action Plan

Through analysis and stakeholder participation, ECC has determined goals and priorities for the next five years. This collaborative, region-wide plan addresses our weaknesses and utilizes our strengths to overcome previously identified challenges. Our regional vision includes the following vision and priority areas.

Vision Statement

The Comprehensive Economic Development Strategy (CEDS) vision describes ECC's ideal economic development future for the region. The vision guides ECC's work and the content of the CEDS Strategic Priorities.

Eastern Carolina is a growing, diversified, collaborative, and resilient region with a range of employment opportunities that provide high quality jobs, lifelong learning, sustainable natural resources, and integrated infrastructure. Advanced manufacturing contributes to economic well-being, while agriculture, fishing, and forestry remain crucial drivers. The region's military economic impact continues to grow, while tourism and recreation flourish through utilization of key natural and historic attractions and the success of small businesses.

Priority Areas

Priority areas for the ECC region include:

PRIORITIES	
Priority Area 1	Cultivate and champion regional collaboration and partnership
Priority Area 2	Develop critical infrastructure to grow economic opportunities and support disaster resiliency
Priority Area 3	Grow and support skilled workforce and enhance educational attainment
Priority Area 4	Create healthy and connected communities and improve quality of life

Update on State Transportation Improvement Plan (STIP) and Transportation Community Outreach Efforts

November 10, 2022

Background Information:

The State Transportation Improvement Plan (STIP) is a 10-year State and Federal-mandated plan that identifies the construction funding for and scheduling of transportation projects throughout the state. It can contain highway, bike/ped, ferry, public transit, aviation and rail projects. The NC Department of Transportation (NCDOT) uses a prioritization process to determine what projects will be programmed and when they will be scheduled for delivery. The prioritization process is data driven, addresses local needs, and factors for public input. The Draft STIP is still open for comment and will remain open until March 17th, 2023.

“SPOT” is the tool used by Metropolitan Planning Organizations (MPOs), Rural Planning Organizations (RPOs), and NCDOT Divisions to submit projects for consideration and scoring. Fiscal constraints did not allow for new projects to be added to the STIP through SPOT 6.0, which was cancelled. The 2024-33 STIP will be made up of projects currently on the STIP, but the money is not there to build everything in the Plan. Some projects will have to be decommitted and rescored for SPOT 7.0.

With the new money from the sales tax set-aside (2% now, 4% next FY, and 6% beyond that), fewer projects will have to be decommitted, but it was not enough revenue to completely close the gap. RPOs can swap out some projects on the draft STIP for projects that are scheduled to be decommitted on a dollar-for-dollar basis.

The deadline for RPOs and MPOs to submit project “swaps” (and the related potential project funding) is March 17th, and there will be local discussions over the next few months to determine any opportunities for swaps.

SPOT 7.0 has begun. There should be money available for new projects and to get some of those decommitted projects back on the STIP this go-round. Like all SPOT rounds/STIP updates, it’s a multi-year process.

Summary:

Senior Transportation Planner Becca Jean Eversole will provide an update on the State Transportation Improvement Plan (STIP).

Miss Eversole will also provide an update on outreach efforts by the Transportation / RPO staff, which include:

- Communication with members through county transportation committees, and
- Conversations and meetings with member governments about their transportation needs.

Attachment:

- PowerPoint presentation about the State Transportation Improvement Plan (STIP)

State Transportation Improvement Program (STIP) Overview

Becca Joan Eversole

Down East Rural Planning Organization (DERPO)

11/10/22

What is the STIP?

- State Transportation Improvement Program
 - “A 10 year State and Federal-mandated plan that identifies the construction funding for and scheduling of transportation projects throughout the state”
 - Can contain highway, bike/ped, ferry, public transit, aviation and rail projects

How is the STIP Created?

Prioritization

- The process used by NCDOT to determine what projects will be programmed and when they will be scheduled for delivery
- Data driven, addresses local needs, factors for public input

SPOT

- The tool used by MPOs/RPOs and NCDOT Divisions to submit projects for scoring
- The tool generates cost estimates and provides POs with scores to see which projects are competitive
- Will go into more detail on the next slide

Typical Timeline

- The STIP document contains projects for the next 10 years
- Updated every 2 years
- Prioritization Cycle takes 12 to 18 months

SPOT Process

Project Submittal

- MPOs, RPOs and Divisions work with local partners (TCC and TAC) to develop projects to submit for scoring
- Each MPO/RPO/Division is assigned a fixed number of submittals per-mode (highway, bike/ped, rail, aviation, ferry, transit)

Scoring

- Submittal window closes, SPOT office begins scoring
- Three Categories; Statewide (100% data), Regional Impact (70% data, 30% LIP), Division Needs (50% data, 50% LIP)
- Examples of data used for scoring: Cost-Benefit Analysis, Safety, Population, connection to existing plans/studies

Local Input Points

- Each MPO/RPO/Division assigned number of LIPs based on the same factors as submittals
- After publishing a LIP Methodology, POs and Divisions can assign points to Regional Impact and Division Needs projects to help boost scores.

Programming

- Once final scores are calculated, NCDOT creates the Draft STIP based off those scores. The highest scoring projects will be programmed first, and programming will continue down the score sheet until funding is depleted

Challenges and the Current STIP

The current prioritization cycle has been anything but “typical”

- Hurricane relief
- COVID-19
- MAP Act Settlements
- Cost Estimates

Prioritization 6.0

- Cancelled
- New Draft STIP created from a conglomerate of existing projects yet to be delivered from previous rounds of Prioritization
- Draft will remain open for comment until March 17th, 2023

Swap Potential

As a response to the current prioritization situation, NCDOT is allowing POs the opportunity to “swap” projects that did not make the new Draft STIP, but were included in previous iterations

Included in your packet are all the projects, funded and unfunded, for the ECRPO and DERPO

Should you have any questions, or items you wish to see changed, please let myself or Mickey Anderson know. Our contact information is included in your packet.



Questions?

- Eastern Carolina RPO
 - Mickey Anderson
 - Email: manderson@eccog.org
 - Phone: (252)-571-7183
- Down East RPO
 - Becca Joan Eversole
 - Email: beversole@eccog.org
 - Phone: (252)-229-4332

**Presentation about Community Planning and American Recovery
Plan Technical Assistance**

November 10, 2022

Summary:

Senior Community Planner Carlton Gideon was hired on September 12th. His areas of focus include:

- Assisting towns and counties with ARPA technical assistance (such as documentation, policies, reporting, and best practices),
- Disaster Recovery technical assistance,
- Assisting with 160-D updates for communities that need them,
- Developing relationships with communities who are interested in considering an annual retainer contract with ECC for planning and zoning technical services (such as zoning and subdivision administration, code enforcement, ordinance review, planning board education, and data gathering / analysis), and
- General technical assistance inquiries from member towns and counties.

Carlton will introduce himself to the Board, will provide an update on Community Planning activities, and will provide a synopsis of American Recovery Plan (ARP) guidance and reminders he is sharing with communities as he reaches out to them to assist with ARP reporting and best practices.

Attachment:

- PowerPoint slides about American Recovery Plan (ARP) guidance and reminders

American Rescue Plan (ARP) Overview

Compliance

- **The Revenue Replacement Expenditure Group has the fewest compliance requirements.**
- ARP-specific policies should be adopted for any use of these funds – record retention, eligible use, allowable cost, civil rights, and conflict of interest. UNC School of Government has templates.
- Internal controls for financial transactions should be adopted and implemented.
- Good idea to have an employee transition plan - logins/credentials (SAM.gov), checklists, notes.

ARP Overview

Reporting to U.S. Treasury

- Smaller local governments receiving less than \$10 million have an annual reporting requirement. The next deadline is **April 30, 2023**. This is also the new deadline to claim standard allowance.
- Larger local governments (over 250,000 residents or receiving \$10 million and over) have a quarterly reporting requirement. Deadline is the last day of the month after the end of each quarter.

ARP Overview

Important Dates

- **December 31, 2024** is the deadline to obligate ARP funds.
- **December 31, 2026** is the deadline to spend these funds.
- Eligible costs can be reimbursed starting at **March 3, 2021**.

ARP Overview - Projects Reported by Smaller Local Governments in NC

- As of March 31, 2022, there were 695 projects reported to Treasury by Tier 5* local governments in NC.

Unit Type	Total Projects	Revenue Replacement Group 6	Provision of Govt. Services Expenditure Category 6.1	Premium Pay Group 4	Infrastructure Group 5
Tier 5*	695	566	562	55	41
Counties	129	113	111	6	3
Municipalities	566	453	451	49	38

- Provision of Government Services project descriptions include staff costs (salaries, wages, benefits), capital projects, equipment, supplies, repairs, administration, security upgrades.
- Some local governments split Provision of Government Services by departments (each department has its own project on the Project & Expenditure report).
- Most infrastructure projects are for drinking water and sewer system repairs and improvements.
- Expenditure Category Groups 1 (Public Health), 2 (Negative Economic Impacts), and 3 (Public Health – Negative Economic Impact: Public Sector Capacity) are not as popular.

* Tier 5 – Units with population under 250,000 and less than \$10 million in ARP funding.

For ARP questions and assistance:

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