

Eric Rouse  
TAC Chair  
Kyle DeHaven  
TCC Chair



VACANT  
TAC Vice-Chair  
VACANT  
TCC Vice-Chair

**June 5<sup>th</sup>, 2025 • 9:30 a.m.**

**SPECIAL MEETING**

Virtual VIA Zoom

Link: <https://us04web.zoom.us/j/75444514298?pwd=d7qXU0Qmxwwn6QWxQkR2lkYFhRmjjN.1>

## **TAC AGENDA**

**Call to Order** – Eric Rouse, *Chair TAC*

**1. Public Comment Period**

**2. ACTION: Approval of Minutes**

a. Minutes from the March 20<sup>th</sup> meeting is attached for review.

*Action: Approve minutes from the March 20<sup>th</sup> TAC meeting.*

**3. ACTION: Approval of Finalized Planning Work Program (PWP)**

a. The Finalized Planning Work Program (PWP) is attached for review.

*Action: Approve the Finalized Planning Work Program.*

**4. ECRPO Staff Report** – Jordan Kearney

a. SPOT Update

b. 2025 Meeting Calendar

i. July 17<sup>th</sup>, 2025

ii. September 18<sup>th</sup>, 2025

iii. November 20<sup>th</sup>, 2025

c. Meeting Attendance

**5. Adjournment**

Eric Rouse  
TAC Chair  
Kyle DeHaven  
TCC Chair



VACANT  
TAC Vice-Chair  
VACANT  
TCC Vice-Chair

**March 20<sup>th</sup>, 2025 • 9:30 a.m.**  
La Grange Community Center  
410 W Washington St, La Grange, NC 28551  
Dance Hall

## **TAC Minutes**

### **Call to Order – Eric Rouse, Chair TCC**

*Eric Rouse called the meeting to order at 9:49am, quorum was met.*

### **1. Public Comment Period**

*No members of the public were present for comment.*

### **2. ACTION: Approval of Minutes**

- a. Minutes from the January 16<sup>th</sup> meeting are attached for review.  
*Motion to approve the minutes by Barbara Kornegay, seconded by Bennie Heath, unanimously approved.*

### **3. ACTION: Approval of Draft Planning Work Program (PWP)**

- a. A Draft Planning Work Program (PWP) is attached for review.  
*Motion to approve the Draft Planning Work Program by Bennie Heath, seconded by Barbara Kornegay, unanimously approved.*

### **4. ECRPO Staff Report – Jordan Kearney**

- a. SPOT Update
- b. 2025 Meeting Calendar
  - i. May 15<sup>th</sup>, 2025
  - ii. July 17<sup>th</sup>, 2025
  - iii. September 18<sup>th</sup>, 2025
  - iv. November 20<sup>th</sup>, 2025

### **5. NCDOT Reports**

- a. Division 2 – *Len White*
- b. Division 3 – *Adrienne Cox*
- c. Division 4 – *James Salmons*
- d. Transportation Planning Division – *Samjhana Khakurel*
- e. Public Transit
  - i. Duplin County Update – *Angel Venecia*
  - ii. Greene County Update – *Kim Howell*
  - iii. Lenoir County Update – *Angie Greene*
  - iv. Wayne County Update – *Don Willis*
- f. Aviation

- i. Duplin County Update – *Joshua Raynor*
- ii. Lenoir County Update – *Rick Barkes*
- iii. Wayne County Update – *Mike Bass*

**6. Other Business**

*No other business was discussed.*

**7. Adjournment**

*Motion to adjourn at 9:50am by Bennie Heath, seconded by Barbara Korneygay, unanimously approved.*

DRAFT

FY 2026 (July 1, 2025-June 30, 2026)  
 PLANNING WORK PROGRAM  
 ANNUAL FUNDING SOURCES TABLE  
 Eastern Carolina RPO

| TASK CODE   | WORK CATEGORY   | RPO PROGRAM FUNDS |           |            |            |
|---|---|-------------------|-----------|------------|------------|
|   |   | LOCAL             | State     | FEDERAL    | TOTAL      |
|   |   | 5%                | 15%       | 80%        | 100%       |
| I. DATA COLLECTION AND ASSESSMENT                           |   |                   |           |            |            |
| I-1   | DATA COLLECTION AND ASSESSMENT                              | \$ 335            | \$ 1,006  | \$ 5,366   | \$ 6,707   |
| I-1.1   | Highway   |                   |           |            |            |
| I-1.2   | Other Modes   |                   |           |            |            |
| I-1.3   | Socioeconomic   |                   |           |            |            |
| I-1.4   | Title VI  |                   |           |            |            |
| II. TRANSPORTATION PLANNING                                 |   |                   |           |            |            |
| II-1  | COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT         | \$ 971            | \$ 2,912  | \$ 15,529  | \$ 19,411  |
| II-1.1  | Develop CTP Vision  |                   |           |            |            |
| II-1.2  | Conduct CTP Needs Assessment                                |                   |           |            |            |
| II-1.3  | Analyze Alternatives and Environmental Screening            |                   |           |            |            |
| II-1.4  | Develop Final Plan  |                   |           |            |            |
| II-1.5  | Adopt Plan  |                   |           |            |            |
| II-2  | PRIORITIZATION  | \$ 971            | \$ 2,912  | \$ 15,529  | \$ 19,411  |
| II-2.1  | Project Prioritization                                      |                   |           |            |            |
| II-3  | PROGRAM AND PROJECT DEVELOPMENT                             |                   |           |            |            |
| II-3.1  | STIP Participation  |                   |           |            |            |
| II-3.2  | Merger / Project Development                                |                   |           |            |            |
| II-4  | GENERAL TRANSPORTATION PLANNING                             |                   |           |            |            |
| II-4.1  | Regional and Statewide Planning                             |                   |           |            |            |
| II-4.2  | Special Studies, Projects and Other Trainings               |                   |           |            |            |
| II-4.2.1  | Special Study #1 - insert name of consultant-led study here |                   |           |            |            |
| II-4.2.2  | Special Study #2 - insert name of consultant-led study here |                   |           |            |            |
|   |   |                   |           |            |            |
| III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES |   |                   |           |            |            |
| III-1   | ADMINISTRATIVE ACTIVITIES                                   | \$ 671            | \$ 2,012  | \$ 10,729  | \$ 13,411  |
| III-1.1   | Administrative Documents                                    |                   |           |            |            |
| III-1.2   | TCC / TAC Work Facilitation; Ethics Compliance              |                   |           |            |            |
| III-1.3   | Program Administration                                      |                   |           |            |            |
| IV. DIRECT COSTS  |   |                   |           |            |            |
| IV-1  | PROGRAMMATIC DIRECT CHARGES                                 | \$ 736            | \$ 2,209  | \$ 11,783  | \$ 14,729  |
| IV-1.1  | Program-wide Direct Costs                                   |                   |           |            |            |
| IV-2  | ADVERTISING   |                   |           |            |            |
| IV-2.1  | News Media Ads  |                   |           |            |            |
| IV-3  | LODGING, MEALS, INCIDENTALS                                 | \$ 115            | \$ 345    | \$ 1,840   | \$ 2,300   |
| IV-3.1  | Hotel Costs   |                   |           |            |            |
| IV-3.2  | Meal Costs  |                   |           |            |            |
| IV-3.3  | Incidentals   |                   |           |            |            |
| IV-4  | POSTAGE   | \$ -              | \$ -      | \$ -       | \$ -       |
| IV-4.1  | Mailings  |                   |           |            |            |
| IV-5  | REGISTRATION / TRAINING                                     |                   |           |            |            |
| IV-5.1  | Conference Registration                                     |                   |           |            |            |
| IV-5.2  | Meeting / Workshop / Training Fees                          |                   |           |            |            |
| IV-6  | TRAVEL  |                   |           |            |            |
| IV-6.1  | Mileage Reimbursement                                       |                   |           |            |            |
| IV-6.2  | Car Rental Costs  |                   |           |            |            |
| IV-6.3  | Other Travel Expenses                                       |                   |           |            |            |
| V. INDIRECT COSTS   |   |                   |           |            |            |
| V-1   | INDIRECT COSTS  | \$ 2,541          | \$ 7,622  | \$ 40,651  | \$ 50,814  |
| V-1.1   | Incurred Indirect Costs                                     |                   |           |            |            |
| RPO OPERATIONAL EXPENSE TOTAL                               |   |                   |           |            |            |
|   |   | \$ 7,650          | \$ 22,950 | \$ 122,400 | \$ 153,000 |

\_\_\_\_\_  
 Signatures for original PWP approval

Approved by the TAC on: \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
 Signature, TAC Chairman

\_\_\_\_\_  
 Signature, RPO Secretary

**FY 2026 (July 1, 2025-June 30, 2026)**  
**PLANNING WORK PROGRAM**  
**Narrative**  
**Eastern Carolina RPO**

**I. DATA COLLECTION AND ASSESSMENT**

|   |                    |
|---|--------------------|
| <b>I-1 DATA COLLECTION AND ASSESSMENT</b> | <b>\$ 6,707.00</b> |
| I-1.1 Highway                             |                    |
| Traffic Counts                            |                    |
| I-1.2 Other Modes                         |                    |
| Bicycle and Pedestrian Counts             |                    |
| I-1.3 Socioeconomic                       |                    |
| Census review                             |                    |
| I-1.4 Title VI                            |                    |

**II. TRANSPORTATION PLANNING**

|  |                     |
|--|---------------------|
| <b>II-1 COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT</b>      | <b>\$ 19,411.00</b> |
| II-1.1 Develop CTP Vision  |                     |
| II-1.2 Conduct CTP Needs Assessment                                  |                     |
| II-1.3 Analyze Alternatives and Environmental Screening              |                     |
| II-1.4 Develop Final Plan  |                     |
| Greene CTP Meetings  |                     |
| II-1.5 Adopt Plan  |                     |
| Greene CTP Adoption meetings   |                     |
| <b>II-2 PRIORITIZATION</b>   | <b>\$ 19,411.00</b> |
| II-2.1 Project Prioritization  |                     |
| Spot 8.0 (project development, LIP Methodology development)          |                     |
| <b>II-3 PROGRAM AND PROJECT DEVELOPMENT</b>                          | <b>\$ 10,858.00</b> |
| II-3.1 STIP Participation  |                     |
| Review and distribution of STIP, Item N, education to members        |                     |
| II-3.2 Merger / Project Development                                  |                     |
| Participation in merger meetings for various projects                |                     |
| <b>II-4 GENERAL TRANSPORTATION PLANNING</b>                          | <b>\$ 10,859.00</b> |
| II-4.1 Regional and Statewide Planning                               |                     |
| Participation in NCARPO and its subcommittees                        |                     |
| II-4.2 Special Studies, Projects and Other Trainings                 |                     |
| II-4.2.1 Special Study #1 - insert name of consultant-led study here | \$ -                |
| A consultant will be used to.....                                    |                     |
| II-4.2.2 Special Study #2 - insert name of consultant-led study here | \$ -                |
| A consultant will be used to....                                     |                     |

**III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES**

|   |                     |
|---|---------------------|
| <b>III-1 ADMINISTRATIVE ACTIVITIES</b>                      | <b>\$ 13,411.00</b> |
| III-1.1 Administrative Documents                            |                     |
| PWP development, quarterly reports                          |                     |
| III-1.2 TCC / TAC Work Facilitation; Ethics Compliance      |                     |
| Agendas, minutes, roster upkeep, ethics compliance tracking |                     |
| III-1.3 Program Administration                              |                     |

FY 2026 (July 1, 2025-June 30, 2026)  
**PLANNING WORK PROGRAM**  
 Narrative  
 Eastern Carolina RPO

|  |    |            |
|--|----|------------|
| <b>IV. DIRECT COSTS</b>                                |    |            |
| <b>IV-1 PROGRAMMATIC DIRECT CHARGES</b>                | \$ | 14,729.00  |
| IV-1.1 Program-wide Direct Costs                       |    |            |
| Rent, internet, phone, office supplies, IT             |    |            |
| <b>IV-2 ADVERTISING</b>                                | \$ | -          |
| IV-2.1 News Media Ads                                  |    |            |
| <b>IV-3 LODGING, MEALS, INCIDENTALS</b>                | \$ | 2,300.00   |
| IV-3.1 Hotel Costs                                     |    |            |
| Rooms for NCARPO meetings                              |    |            |
| IV-3.2 Meal Costs                                      |    |            |
| Meals for extended stays                               |    |            |
| IV-3.3 Incidentals                                     |    |            |
| <b>IV-4 POSTAGE</b>                                    | \$ | -          |
| IV-4.1 Mailings  |    |            |
| <b>IV-5 REGISTRATION / TRAINING</b>                    | \$ | 2,000.00   |
| IV-5.1 Conference Registration                         |    |            |
| MPO Conference, NCDOT Summit                           |    |            |
| IV-5.2 Meeting / Workshop / Training Fees              |    |            |
| <b>IV-6 TRAVEL</b>                                     | \$ | 2,500.00   |
| IV-6.1 Mileage Reimbursement                           |    |            |
| Mileage for various meetings throughout the year       |    |            |
| IV-6.2 Car Rental Costs                                |    |            |
| IV-6.3 Other Travel Expenses                           |    |            |
| <b>V. INDIRECT COSTS</b>                               |    |            |
| <b>V-1 INDIRECT COSTS APPROVED BY COGNIZANT AGENCY</b> | \$ | 50,814.00  |
| V-1.1 Incurred Indirect Costs                          |    |            |
| See ECC Indirect Cost Plan                             |    |            |
| <b>RPO OPERATIONAL EXPENSE TOTAL</b>                   | \$ | 153,000.00 |