

**PLANNING AND
COMMUNITY DEVELOPMENT**

Allen McNeill, Director
April Alm, Transportation Planner



106 East Morgan Street, Suite 207
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**Transportation Advisory Committee
October 12, 2021 at 7:00 PM
Commissioners Chambers, 101 South Broad Street**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- III. AGENDA MODIFICATIONS**
- IV. CONSENT AGENDA**
 - A. Minutes (July 13, 2021)
- V. OLD BUSINESS**
 - A. NCDOT State STIP Program Update (Steve Williams)
 - B. NCDOT Current Project Update (Lonnie Watkins)
 - C. Transylvania County Comprehensive Transportation Plan (CTP) Update (Vicki Eastland)
- VI. NEW BUSINESS**
 - A. Proposed Change to the Regular Meeting Schedule
 - B. Director's Report
- VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VIII. COMMISSIONER MEMBERS' COMMENTS**

ADJOURNMENT

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Agenda Item: IV-A

Memorandum

From: Allen McNeill, Planning and Community Development Director

To: Transylvania County Transportation Advisory Committee

Date: October 1st, 2021

Meeting Date: October 12th, 2021

Subject: Approve the July 13th, 2021, Meeting Minutes

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): 1. September 14th, 2021, Regular Meeting Minutes

Purpose: Review and approve the regular meeting minutes from July 13th, 2021 Transportation Advisory Committee Meeting.

Background: Meeting minutes are prepared after each TAC meeting and submitted to the Committee for their review and approval in accordance with North Carolina Open meeting law.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends the Transylvania County Transportation Advisory Committee review and approve, or approve with modifications, the regular meeting minutes from the July 13th 2021.

**Transylvania County Transportation Advisory Committee
Minutes for July 13, 2021, 7:00 pm
County Commissioners Chambers**

I. WELCOME

Mr. Allen McNeill, Director of Planning and Community Development, started the meeting at 7:01PM. TAC members David Carter, Kenneth "Scott" McCall, Mark Tooley, Jimmy Whitmire, and Keith Wilmont were present. Aaron Bland (excused), Howard Granat (excused), Richard Houk RADM (unexcused), and Rick Lasater (excused) were absent from the meeting. Troy Wilson, Lonnie Watkins, and Steve Williams were present from NCDOT. Vicki Eastland was present from the Land of Sky Regional Planning Organization. Transylvania County staff present were Allen McNeill, Director, Darby Terrell, Planner, and April Alm, Transportation Planner. There were no members of the public or media present.

II. PUBLIC COMMENT

No public comment was provided.

III. ORGANIZATIONAL MEETING

Mr. McNeill called for nominations for the Chair position. Mark Tooley motioned to nominate David Carter as Chair; Keith Wilmont seconded the motion. Mr. McNeill opened the floor for discussion, no discussion took place. From a rollcall vote, the Committee voted 5-0 to approve the nomination. The new Chair opened the floor for nominations of the Vice Chair position. Mr. McCall motioned to nominate Keith Wilmont as Vice Chair; Mr. Tooley seconded the motion. There was no discussion, and the motion was passed in a rollcall vote of 5-0.

IV. AGENDA MODIFICATIONS

There were no proposed agenda modifications.

V. CONSENT AGENDA

A. Minutes (April 13th, 2021)

Mr. Tooley motioned to accept the changes presented in discussion. Mr. McCall seconded the motion, and the motion passed. The changes to be made are the correction of CTP and correcting Mr. McCall's first name to Kenneth.

VI. OLD BUSINESS

A. NCDOT State Transportation Improvement Program (STIP) Update

Mr. Lonnie Watkins and Steve Williams updated the Committee on current projects and upcoming projects. Mr. Watkins informed the Committee that the

Davidson connector's side, closest to the Dollar General, will open later this year. Mr. Watkins also stated, during that time, DOT will start on the construction of the roundabout near the Credit Union. Mr. Watkins informed the committee of three projects that have been coupled together and started: the first is installing in a drainage box on Caldwell, the next project to be worked on this year is putting turn lanes near the Brevard Academy, and last is repaving work on North Country Club from Caldwell Street to the High School, over the next few years. Mr. Williams informed the Committee there are a few bridge projects that will be started soon. Mr. Watkins informed the Committee there will also be several roads resurfaced this summer. Mr. Williams updated the committee on the progress of Transylvania County, in which he stated the County is doing better than other Counties, by keeping a good portion of the planned projects active. He mentioned a few projects by name to the Committee. Committee members questioned Mr. Watkins on certain projects. Committee members discussed projects as well.

B. Transylvania County Comprehensive Transportation Plant (CTP) Update

Ms. Vicki Eastland updated the board on the status of the CTP survey and the STIP projects for Transylvania County. Ms. Eastland showed the Committee the survey that will be used to get information from the public on the potential road projects. Ms. Eastland stated her goal is to have the survey out in September. Committee members asked Ms. Eastland questions.

VII. NEW BUSINESS

A. Directors Report

Mr. Allen McNeill informed the Committee of the next TAC meeting, on Tuesday, October 12th, 2021, at 7:00PM.

VIII. PUBLIC COMMENT

There were no comments from the Public.

IX. COMMITTEE MEMBER COMMENT

Chair David Carter informed the Committee of a DOT article he found and asked them to investigate it if they have the chance.

ADJOURNMENT

There being no further business at 8:14 PM, Mr. Wilmont moved to adjourn the Transportation Advisory Committee meeting, and Mr. Whitmire seconded. The motion carried unanimously.

Allen McNeill

Date

David Carter, Chair

Date

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Agenda Item: V-A

Memorandum

From: Allen McNeill, Planning and Community Development Director
To: Transylvania County Transportation Advisory Committee
Date: October 6th, 2021
Meeting Date: October 12th, 2021

Subject: NCDOT State STIP Program Update

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Receive an update on the North Carolina State Transportation Improvement Plan from Mr. Steve Williams, NCDOT Division 14 Planning Engineer.

Background: This is a routine update for the committee to stay informed on the status of future transportation projects and NCDOT funding statuses as it pertains to Transylvania County.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

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Agenda Item: V-B

Memorandum

From: Allen McNeill, Planning and Community Development Director
To: Transylvania County Transportation Advisory Committee
Date: October 6th, 2021
Meeting Date: October 12th, 2021

Subject: NCDOT Current Project Update

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Receive an update from Mr. Lonnie Watkins, NCDOT Division 14 District 1 Engineer, about current transportation project statuses.

Background: Mr. Watkins will provide the committee status updates for transportation projects that are already funded or are already under construction as they pertain to Transylvania County.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."
Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

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Agenda Item: V-C

Memorandum

From: Allen McNeill, Planning and Community Development Director

To: Transylvania County Transportation Advisory Committee

Date: October 6th, 2021

Meeting Date: October 12th, 2021

Subject: Transylvania County Comprehensive Transportation Plan (CTP) Update

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Receive an update from Ms. Eastland on the status of the Transylvania County CTP.

Background: Ms. Eastland will provide the committee with an update on the current status of the Transylvania County Comprehensive Transportation Plan that includes information about online survey participation and future public workshop opportunities.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff has no recommendations at the time this memo was prepared as this update is intended to be informative with no known actionable items.

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Agenda Item: IV-A

Memorandum

From: Ashley Minery, Administrative Support Specialist

To: Transylvania County Transportation Advisory Committee

Date: October 7st, 2021

Meeting Date: October 12th, 2021

Subject: Regular Meeting Schedule

Contact Info: allen.mcneill@transylvaniacounty.org or (828)884-1710

Attachment(s): None

Purpose: Discuss present Board member's schedules to determine if moving the regular meeting time would create any conflict or hardship.

Background: The Transylvania County Transportation Advisory Committee is responsible to meet in at least one regular meeting every quarter, according to the TAC Charter. At current, Transportation Advisory Committee's regular meeting schedule is the second Tuesday of January, April, July, and October at 7:00PM.

At the request of RPO Coordinator for Economic and Community Development Ms. Vicki Eastland, and Mr. Steve Williams, Division Planning Engineer, who drive a greater distance to attend meetings, staff recommends the Committee consider moving their meeting time to 6:00PM, if this change does not create any conflict with the present Board's schedule.

Financial Impact: None

Strategic Plan Goal & Strategy: Goal 6: "County government is service driven, transparent and performance based with more active and engaged citizens."

Strategy 6E: "Provide timely, accurate, transparent and informative communication to the public and across the organization with superior customer service delivery."

Recommendations: Staff recommends and Committee discuss their regular meeting schedule and if appropriate, motion to change their regular meeting schedule to the second Tuesday in the months of January, April July, and October at 6:00 PM.