

# Catawba Regional COG Rural Transportation Planning Work Program

July 1, 2017 – June 30, 2019



[www.catawbacog.org](http://www.catawbacog.org)

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### **CATAWBA REGION OVERVIEW**

Catawba Regional Council of Governments (CRCOG) is an association of local governments located in North-Central South Carolina. The Catawba Region includes Chester, Lancaster, Union, and York counties. The COG serves as a forum for intergovernmental cooperation and as a central staffing resource for grantsmanship, land use and transportation planning, community and economic development, workforce investment, GIS mapping, information systems, and project management.

SC Councils of Governments were formed by state statute in 1967, with specific geographic regions defined by the state legislature in 1971. There are ten Councils of Governments serving local governments throughout South Carolina.

### **BACKGROUND**

In 1998, South Carolina Department of Transportation (SCDOT) contracted with the CRCOG and the nine other COGs in the state to coordinate transportation planning assistance for non-urbanized portions of the State. SCDOT involved the COGs to decentralize the transportation planning process and to allow for more local involvement in project identification and development. This partnership between SCDOT and the COGs aids the State in fulfilling the requirements of the federal and state planning process to address the transportation needs of non-metropolitan areas.

### **RURAL TRANSPORTATION PLANNING PROGRAM**

As the designated planning agency for the Catawba Region, CRCOG is responsible for maintenance and coordination of transportation plans for the rural/non-urbanized areas of the region, maintenance of financial records for the planning support funds, and forwarding local project recommendations to SCDOT. The eastern portion of York County and northern part of Lancaster County is included in the Rock Hill Urbanized Area as defined by the US Census and is designated as a Metropolitan Planning Organization (MPO) referred to as the Rock Hill - Fort Mill Area Transportation Study (RFATS). In response to expanded urbanized area designations from the 2010 Census, the RFATS planning area boundary was adjusted to incorporate the northern portion of the panhandle of Lancaster County in mid-2013 and took effect in FY2015. The management of the transportation planning program for RFATS is the responsibility of the City of Rock Hill Planning & Development Department.

CRCOG implemented a transportation planning process that includes the identification of local priorities at the county level, the development of regional plans by the transportation advisory committee and plan approval by the CRCOG Board of Directors. Components of the CRCOG transportation planning process include:

- County level long range transportation committees for identification and prioritization of system improvements for inclusion in the Regional Transportation Improvement Program (TIP).
- Prioritized projects are forwarded to the CRCOG Transportation Advisory Committee (TAC) for review, study and prioritization for incorporation into the regional plan, which is then submitted to the CRCOG Board of Directors.
- The CRCOG Board reviews and approves the Regional TIP and submits to the SCDOT Commission as recommendations for inclusion into the Statewide Transportation Improvement Program (STIP).

Catawba COG has a 36-member Board of Directors that sets policy for the COG. Approximately half of the membership is comprised of local elected officials from all four counties, including state legislators, county council members, and mayors or city council members. Each county council ratifies appointments made by municipalities represented within each county and appoints the remaining citizen and minority representatives of the Council's Board. Each county and municipality's representation on the Council's Board of Directors is determined by a defined formula based upon population.

To assist the COG Board with transportation planning related evaluation and recommendations, the Catawba Regional Transportation Technical Advisory Committee (TAC) was formed. The TAC is comprised of voting and non-voting members with representatives from local government, transportation providers and special interest groups. Current voting members include one representative from each county and one municipal representative from each county. Staff and advisory support is provided by Catawba COG, SCDOT District Four staff, public works directors, economic developers and transportation planners across the region. This committee plays an important role in identifying, analyzing and prioritizing transportation needs and goals for the region. Because of the TAC and COG board involvement, local governments are directly consulted and given an opportunity to identify transportation needs for possible inclusion in the state transportation budget.

### **RURAL PLANNING WORK PROGRAM**

The Rural Planning Work Program (RPWP) for the Catawba Region is developed annually and documents major transportation planning and related activities within the rural areas of the Catawba Region for the next two fiscal years (July 1, 2017 through June 30, 2019). The purpose of the RPWP is to identify work program tasks and present budget allocations for planning activities to be undertaken within the CRCOG Study Area. The document also serves as the basis for federal (FHWA/FTA), state (SCDOT) and local funding assistance for transportation planning activities.

Catawba COG works closely with various interest groups and local government officials in all four counties of the Catawba Region and within the Charlotte Metropolitan Region to coordinate transportation planning. By providing regional coordination amongst the planning partners and setting regional recommendations, cities and counties can better coordinate their planning

efforts in order to develop an integrated multimodal transportation system for the Catawba Region and the State of South Carolina.

**GENERAL FUNCTIONS**

This section relates to general activities to be undertaken throughout the planning process. In the implementation of all items of the work plan, CRCOG will strive to meet the eight federal planning factors established by the Fixing America’s Surface Transportation Act (FAST Act). The federal transportation authorization legislation signed into law on December 4, 2015 and succeeded Moving Ahead for Progress in the 21st Century Act (MAP-21). Future updates to the LRTP must comply with FAST Act (or the transportation authorization legislation in effect at that time). The FAST Act guides the transportation planning and programming processes throughout the country through these 10 planning factors:

1. Support the economic vitality of the area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resilience and reliability of the transportation system and reduce or mitigate storm-water impacts on surface transportation.
10. Enhance travel and tourism.

**FAST ACT PLANNING FACTORS**

RPWP Work Element	1	2	3	4	5	6	7	8	9	10
I. Program Administration	X	X	X	X	X	X	X	X	X	X
II. Transportation Planning Technical Assistance										
II-A. Transportation Modelling		X	X	X		X	X		X	
II-B. Long Range Planning & TIP	X	X			X	X			X	X
II-C. TAP Management							X	X		X
II-D. Technical Assistance				X	X	X		X	X	X
II-E. Transit Planning	X			X		X		X		X
III. Public Participation Process		X		X						

**CATAWBA REGIONAL COUNCIL OF GOVERNMENTS**  
**Rural Transportation Planning Work Program**  
**FY2017 – 2019**

In addition to the work program elements outlined in this RPWP, work shall include other specific activities as requested by SCDOT. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. However, the cost to carry out the entire program must be kept within the financial assistance being provided unless additional funds are made available to finance the work.

**I. PROGRAM ADMINISTRATION**

A. *Rural Transportation Program Management* \$20,000

Description:

This activity includes all ongoing department-wide management and administrative activities necessary to initiate and properly manage the transportation planning process. This does not include activities attributable to specific program activities. There are three objectives for this work task: (1) the administration of transportation planning work program activities; (2) the completion of necessary contracts, invoices, progress reports, correspondence, grant applications in support of the work program, and meeting coordination and attendance; and (3) professional development activities including attendance at regional, state and national meetings and conferences that provide educational opportunities to identify transportation planning best practices for program staff.

Methodology + Work Product:

- Preparation of meeting agendas, notices, minutes, memorandums, and other correspondence including staff assistance for Regional Transportation Technical Advisory Committee and CRCOG Board of Directors.
- Preparation of quarterly and annual financial progress reports, invoices, and correspondence.
- Completed grant applications and proposals.
- Coordination and support relating to the Statewide Multimodal Plan.
- Implementation of FAST Act planning requirements.

**II. TRANSPORTATION PLANNING TECHNICAL ASSISTANCE**

A. *Transportation Modelling* \$15,000

Description: This task will include working with the South Carolina Department of Transportation in an effort to further develop the existing travel demand model for the Catawba Region. By having this capability, COG staff can work with local jurisdictions and

SCDOT in identifying problem areas and analyze alternative highway improvements in the region.

Methodology + Work Product: An on-going effort to incorporate data into transportation planning products such as the Metrolina Regional Travel Demand Model (MRDTM).

- Continued update to GIS traffic count database.
- Continued collection and analysis of building permit data and development approvals for all new construction in region.
- Continued analysis of employment patterns in study area.
- Continued collection and analysis of census data and other socio-economic data for updates to the travel demand model.
- Participation in MRTDM team meetings and activities as appropriate for the Catawba Region.

C. *Long Range Transportation Plan & TIP*

\$10,000

Description: This task will include working with the South Carolina Department of Transportation, Regional Transportation Technical Advisory Committee (TAC) and other local and regional government representatives to implement a Long Range Transportation Plan (LRTP) for the Catawba Region. The LRTP is the guiding policy plan from which the TIP and RPWP are developed. The plan advances the overall movement of people and goods for the region and identifies existing conditions, trends, and transportation needs and opportunities for the next 25 years. The LRTP considers the interrelated nature of transportation and land use decisions and their potential impacts within the region—impacts to the community, economy, and environment. The LRTP is to be updated every five years in order to reflect important changes in transportation, population, and land use trends that may impact the region's future. Development of the annual Transportation Improvement Program (TIP) is vital to ensuring timely implementation of the LRTP.

Methodology + Work Product: An on-going effort to integrate data into long range transportation planning activities. CRCOG staff will work collaboratively to update the Travel Demand Models for South Carolina and the Metrolina region. TIP maintenance is an on-going task and will be reviewed and approved by the TAC in compliance with SCDOT Commission policies.

- Updated list for potential construction projects including road widening, resurfacing, new alignment, intersection improvement, safety improvement, sidewalk and bikeway.
- Identification of possible local needs studies and plans.
- Meetings with local government representatives including administrators, elected officials, planners and economic developers.

- Enhanced public participation through dissemination of information, and receipt of public comments.
- Participation in SCDOT activities related to the Statewide Multimodal Plan Update specific to the Catawba Region.
- Integration of CommunityViz software as a primary source of data for modeling efforts.

D. *Transportation Alternatives Program (TAP) Management* \$5,000

Description: Solicit, evaluate, and develop applications for the Transportation Alternatives (TAP) Program as appropriate.

Methodology + Work Product: The COG will continue to assist eligible applicants with project scope definition and the preparation of applications as needed. The COG will continue to monitor the development and implementation of previously funded enhancement projects.

E. *Technical Assistance and Intergovernmental Coordination* \$30,000

Description: Foster intergovernmental/interagency coordination to ensure a coordinated and comprehensive approach to transportation planning and programming. Serve as liaison between the COG and member governments, the RFATS MPO, York County Transportation Planner, Federal, State and Local agencies. Also serve as liaison between the COG and regional transportation planning efforts such as Charlotte Regional Alliance for Transportation (CRAFT), Metrolina Regional Travel Demand Model (MRTDM), Regional Roads Committee, CONNECT and regional air quality efforts.

Methodology + Work Product:

- The COG will continue to attend RFATS MPO, MRTDM and CRAFT meetings to ensure representation of South Carolina interests in regional efforts as appropriate.
- The COG will continue to participate in regional transportation and air quality related initiatives as deemed appropriate and beneficial to the Catawba Region.
- The COG will continue ongoing regional initiatives with the Centralina Council of Governments in the Charlotte Metro Region. These regional initiatives include ongoing implementation activities related to CONNECT: Our Future and other initiatives deemed appropriate and beneficial to the Catawba Region.

E. *Transit Planning* \$25,000

Description: Be a facilitator of regional collaboration, cooperation, and coordination as applicable.

Methodology + Work Product: SCDOT shall maintain the administrative and oversight functions of all applicable Federal Transit Administration (FTA) programs administered by SCDOT (e.g., 5310, 5311). The following are focus areas related to transit initiatives that are established to enhance regional public and specialized transit efficiency and effectiveness:

- Assist SCDOT in improving communication and cooperation among regional transportation providers;
- Assist public and human service agencies in assessing gaps and barriers in transportation delivery for general public and disadvantaged groups in the region;
- Assist in regional transportation planning efforts including the assessment of mobility needs, economic development related to multimodal planning, and identification of other partnership and funding resources;
- Assist in regional advocacy of public and human service transportation services;
- Facilitate and foster the opportunity for stakeholder meetings related to coordination of transit services (e.g., Study Teams, Coordination Council and public meetings);
- Facilitate coordination of local human service transportation funding requests:
  - Assisting SCDOT in the dissemination of announcements and application packages within the region of responsibility;
  - Accepting completed applications;
  - Prioritizing projects;
  - COGS: submitting to SCDOT Office of Public Transit a prioritized list of recommended projects for final review and funding recommendations;
    - SCDOT will enter into contract agreements directly with the sub-recipients as approved by the Commission.
    - The SCDOT Office of Public Transit is responsible for reviewing regional priority list and, making final recommendation on award.
    - Each year, SCDOT will determine the appropriate funding level for COGs for administrative purposes.
  - MPOs: facilitating urbanized area stakeholder participation in prioritization of urbanized area transit projects
    - Recording approved transit projects in local Transportation Improvement Program (TIP) and forwarding Policy Committee approved TIP to SCDOT OPT following SCDOT STIP update procedures
- Periodic evaluation and update of the regional coordination or transit plan, and provide input to SCDOT for updating regional and statewide coordination.



**III. PUBLIC PARTICIPATION**

- A. *Implementation of Public Involvement Plan* \$1,250

Description: This task will include working with the South Carolina Department of Transportation in an effort to integrate public involvement as a part of all plans, meetings and processes.

Methodology + Work Product: As federal requirements stipulate opportunities for public input, CRCOG and SCDOT have partnered in the past to host public hearings in affected communities. CRCOG will purposefully and seamlessly integrate community engagement into planning for transportation projects in the Catawba Region.

**IV. CRCOG Staff Information**

The CRCOG offices are located at 215 Hampton Street, Suite 200, Rock Hill, South Carolina, 29730. All CRCOG staff listed below can be reached by phone at 803.327.9041 and our website is: [www.catawbacog.org](http://www.catawbacog.org).

Staff	Tasks
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**CRCOG Budget**

In FY2017-18, the SCDOT will contract with the CRCOG for transportation planning services. The contract amount is \$85,000. These funds require a 20% local match which produces a total project budget of \$106,250. The budget for the FY2017-18 and FY2018-19 work program, by planning element, is below.

**Catawba Regional Council of Governments  
Rural Transportation Budget Summary  
FY2017-18 and FY2018-19**

<b>Work Element</b>	<b>SCDOT</b>	<b>Local Match</b>	<b>Total</b>	<b>Percent</b>
I. Program Administration	16,000	4,000	20,000	18.8%
II. Transportation Planning Technical Assistance				
II-A. Transportation Modelling	12,000	3,000	15,000	14.1%
II-C. Long Range Planning & TIP	8,000	2,000	10,000	9.4%
II-D. TAP Management	4,000	1,000	5,000	4.7%
II-E. Technical Assistance	24,000	6,000	30,000	28.2%
II-F. Transit Planning	20,000	5,000	25,000	23.5%
III. Public Participation	1,000	250	1,250	1.2%
<b>Annual Total</b>	<b>85,000</b>	<b>21,250</b>	<b>106,250</b>	<b>100.0%</b>