FY 2020
PLANNING WORK PROGRAM
(October 1, 2019 to September 30, 2020)

Prepared by the
Regional Planning Commission of Greater Birmingham

July 2019
Heart of Alabama Rural Planning Organization (HARPO)

FY 2020
PLANNING WORK PROGRAM

This document is posted at
http://www.rpcgb.org

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Date adopted: July 17, 2019

This Work Program was financed in part by the US Department of Transportation, Federal Highway Administration, Federal Transit Administration, Alabama Department of Transportation, and local governments, and prepared for the RPO by the Regional Planning Commission of Greater Birmingham, in partial fulfillment of Task {X.O} of the FY-2018 RPO Work Program and requirements set forth in 23 USC 134 and 135 (as amended by the FAST Act, Sections 1201 and 1202, December 4, 2015).
Honorable Valerie Abbott, - **Chairman**  
City of Birmingham

Honorable Thomas Henderson  
City of Center Point

Ms. Eunice Rogers - **Vice-Chairman**  
City of Birmingham

Mr. Reginald Holloway  
Shelby County Commission

Mr. Chester Jolly - **Treasurer**  
City of Warrior

Honorable Joe Knight  
Jefferson County Commission

Mr. Tim Westhoven - **Secretary**  
City of Hoover

Mr. Ed Lowe  
City of Oneonta

Honorable Tommy Bowers  
St. Clair County Commission

Honorable Lee McCarty  
Town of Wilsonville

Honorable Sandra Little Brown  
Jefferson County Commission

Ms. Maranda Nolen  
City of Springville

Honorable Hollie Cost  
City of Montevallo

Honorable Eddie Reed  
Mayor, City of Jemison

Honorable Randy Curtis  
Town of Hayden

Honorable James (Jimmie) Stephens  
Jefferson County Commission

Mr. Jeff Downes  
City of Vestavia Hills

Mr. Ed Lowe  
City of Oneonta

Honorable Chris Green  
Blount County Commission

Honorable Jon Graham  
City of Calera

Honorable Ken Gulley  
City of Bessemer

Mr. Edwin Revell  
City of Birmingham

Honorable Robbie Hayes  
Shelby County Commission

Regional Planning Commission of Greater Birmingham  
Staff to the RPO
RESOLUTION 2019-0717-01
for the
Heart of Alabama Rural Planning Organization (HARPO)
Work Program for FY 2020 as Prepared and Adopted by the
Regional Planning commission of Greater Birmingham (RPCGB)

WHEREAS, The Heart of Alabama RPO was established to serve as the decision-making body and to provide guidance to local governments in conducting the non-metropolitan cooperative planning process, in cooperation with the Alabama Department of Transportation, for portions or all of Blount, Chilton, St. Clair, and Walker counties within the RPO counties in Alabama, as established in 23 USC 134 and 135 (as amended by the FAST Act, Sections 1201 and 1202, December 4, 2015).

WHEREAS, the RPO is interested in the continued development of the non-metropolitan cooperative transportation planning process as described in 23 CFR 450.210(b) through on-going public involvement and data collection of the rural transportation needs and issues of the citizens in the aforementioned counties; and

WHEREAS, the Regional Planning Commission of Greater Birmingham (RPCGB), serving as staff to the RPO is required to provide guidance to local governments in conducting the non-metropolitan planning process as a cooperative effort with the Alabama Department of Transportation as established in the Notice of Proposed Rulemaking June 13, 2014; and

WHEREAS, the RPCGB has prepared an FY 2020 Work Program outlining the tasks necessary to accomplish the goals of the cooperative planning process and the Rural Planning Organization; and

WHEREAS, the RPO work Program has been duly reviewed, discussed, and approved by the RPO; now

THEREFORE, BE IT RESOLVED, this 17th day of July 2019 that the Heart of Alabama RPO does hereby adopt and endorse the FY 2020 Work Program as the guide for tasks to be completed for the cooperative planning process.

Adopted this 17th day of July 2019.

Honorable Valerie Abbott, Chairman
Regional Planning Commission of Greater Birmingham

ATTEST:

Charles Ball, Executive Director
Regional Planning Commission of Greater Birmingham
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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 2020.

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.

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 2020. The description of each task includes the objective, previous work, proposed work, task activities, products, staffing, timeline for proposed work, and financial responsibility.

Title IV in the Work Program
The Regional Planning Commission of Greater Birmingham is committed to ensuring public participation in the development of all transportation plans and programs. It is the goal of the RPO that the transportation planning process will be accessible, transparent, and inclusive. The RPO is and will be compliant with all Title VI programs, processes and procedures including, but not limited to, 42 USC 2000d. Anyone with disabilities or limited English capabilities may request special assistance to participate in the transportation planning process.
TASK 1.0: Administration and Management

Objective
To effectively manage the cooperative process for rural transportation planning

Proposed Work
Staff will provide assistance with updating 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 2020:

1. Prepare agendas, direct and attend 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 grants and administration of Human Services Coordinated Transportation Plan
4. Staff will participate in ALDOT-approved training as needed. Any out-of-State travel will be approved by ALDOT
5. Purchase of new office equipment and supplies.

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

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<td><strong>Total</strong></td>
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<td>Local Match</td>
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TASK 2.0: Public Meetings and Technical Assistance

Objective
To conduct meetings to identify opportunities for early and continuing involvement; to meet with local elected officials, county engineers and other stakeholders to assist local governments with planning, projects, grants, etc. as needed.

Proposed Work
1. Maintain and update mailing lists
2. Conduct 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. Meet with local officials to discuss needs.
4. Identify areas for improvement
5. Identify areas of interest
6. Assist with strategies for achieving identified goals
7. Assist with specific focus areas identified by each county, such as corridors, railroad interaction, scenic preservation, roadway maintenance, and improved transportation options
8. 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

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TASK 3.0: Data Management

**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, Statewide Transportation Improvement Program (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 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**

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**TASK 4.0: Documentation**

**Objective**
To prepare documentation for ALDOT and all interested parties

**Proposed Work**
1. Provide data for public meetings
2. Provide documentation for technical assistance
3. Prepare a FY 2020 Work Program

**Products**
1. Current transportation data
2. Documentation to support training, technical assistance, and public meetings
3. FY 2020 Rural Transportation Planning Work Program

**Staffing**
Regional Planning Commission of Greater Birmingham

**Timeline for Proposed Work**
Draft and Final FY 2020 Rural Transportation Planning Work Program – August 2019

**Financial Responsibility**

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**Staffing and Budget**

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<td>1.0 Admin and Management</td>
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