

# Central Alabama Rural Planning Organization

Fiscal Year 2023

RPO Work Program

October 1, 2022 – September 30, 2023

Central Alabama Regional  
Planning and Development Commission

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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 Central Alabama Regional Planning and Development Commission, in partial fulfillment of Task 2.4 of the FY-2022 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).

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# RPO Committee

## Voting Members:

### Autauga County Commission

- John Mark Davis, County Engineer
- Ralph Golden, Member at Large
- Vacant, County Commission Representative

### Elmore County Commission

- Henry Hines, County Commissioner
- Luke McGinty, Chief Engineer
- Josh McDougald, Assistant Engineer

### Montgomery County Commission

- Doug Singleton, Commission Representative
- Kevin Boone, Assistant County Engineer
- Marion Giles, Member at Large

### Town of Autaugaville

- Curtis Stoudemire, Mayor

### Town of Billingsley

- Gregg Davis, Mayor

### Town of Eclectic

- Gary Davenport, Mayor

### City of Tallassee

- Sarah Hill, Mayor

### CARPDC

- Greg Clark, Executive Director

## Non-Voting Members:

### ALDOT

- Brad Lindsey, State Local Transportation Engineer
- Steve Graben, P.E., Southeast Region Engineer
- Randy Stroup, Assistant Local Transportation Bureau Chief, Transit
- David Bollie, Montgomery Area Local Transportation Engineer
- Barbara Hendricks, Senior Transportation Planner – MPO Coordinator

### FHWA

- Mark Bartlett, P.E., Division Administrator

### MPO

- Charles Jinright, MPO Chairman

### Town of Pike Road

- Rob Steindorff, Councilman

### City of Wetumpka

- Justin Barrett, Planning Director

### Autauga County Rural Transportation

- Rose Thomas Williams, Transportation Director

RESOLUTION

Central Alabama Rural Planning Organization  
Steering Committee  
Adoption of the  
Fiscal Year 2023 RPO Work Program

WHEREAS, the Central Alabama Rural Planning Organization (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 Autauga, Elmore and Montgomery counties in Alabama, as established in 23 USC 134 and 135 (as amended by the FAST Act, Section 1201 and 1202, December 4, 2015); and

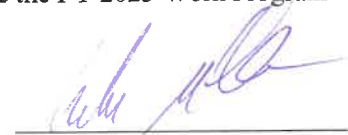
WHEREAS, the RPO is interested in the continued development of the non-metropolitan cooperative transportation planning process as described in 23 CFR 450.210(b) through the ongoing public involvement and data collection of the rural transportation needs and issues of the citizens in the aforementioned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

WHEREAS, the Central Alabama Regional Planning and Development Commission, 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 Central Alabama Regional Planning and Development Commission has prepared an FY 2023 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 11<sup>th</sup> day of August 2022 that the Central Alabama Regional Planning & Development Commission RPO does hereby adopt and endorse the FY 2023 Work Program as the guide to tasks to be completed for the cooperative planning process



Chairperson, RPO Committee

ATTEST:



Greg Clark,

CARPDC Executive Director

# 1.0 Introduction

## 1.1 Purpose

The purpose of this document is to describe the work tasks that will be performed by the Central Alabama Rural Planning Organization (CARPO) in fiscal year 2023. The CARPO has been organized in order to conduct a cooperative rural transportation planning process in Autauga, Elmore, and Montgomery counties in central Alabama. The planning process will be sponsored by the Alabama Department of Transportation (ALDOT) and the Central Alabama Regional Planning & Development Commission (CARPDC).

## 1.2 Goals

The goals of the Central Alabama RPO program are:

1. a well-managed rural transportation planning process;
2. an effective transportation committee structure;
3. a comprehensive data library and distribution source;
4. reports that are useful to the Alabama Department of Transportation and the local governments
5. a well-informed Rural Transportation Planning Organization Committee who actively participate in the cooperative rural transportation planning process

## 1.3 Format

The Work Program is divided into five (5) tasks. These tasks outline the transportation planning work to be performed by the staff at the Central Alabama Regional Planning and Development Commission in fiscal year 2023. The description of each task includes the objective, methodology, products, staffing, schedule, and budget information. The final section of the Work Program includes a summary of the work program budget.

## 1.4 Title VI in the Work Program

The Central Alabama Rural Planning Organization 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.

## 2.0 Tasks

### 2.1 Administration and Management (Task 1)

Objective:

To effectively manage the rural transportation planning process and to inform the public about the Rural Transportation Planning Process and to actively seek public involvement

Proposed Work:

1. The RPO Staff will manage the rural transportation planning process
2. The RPO Staff will maintain employee timesheets
3. The RPO Staff will prepare and submit invoices and work logs as required by ALDOT
4. The RPO Staff will prepare and submit reports required by ALDOT
5. The RPO Staff will participate in ALDOT approved training as needed. Out of state travel will be approved by ALDOT.

Products:

1. A professionally managed transportation planning process
2. Employee Timesheets
3. Quarterly invoice reports
4. Staff work logs (submitted with quarterly invoices)
5. Annual report
6. Staff training and travel

Staffing:

Central Alabama Regional Planning and Development Commission

Schedule:

Quarterly invoices and progress reports

Financial Responsibility:

<b>Funding Sources</b>	<b>Amount</b>
State Funding	\$9,600
Local Funding	\$2,400
<i>Total Task 1</i>	<i>\$12,000</i>

## 2.2 Committee Service (Task 2)

### Objective:

To conduct RPO Committee meetings, to inform the public of the rural transportation planning process, and to actively seek public involvement.

### Proposed Work:

1. The RPO staff will develop and maintain Committee and Stakeholder Mailing lists
2. The RPO staff will prepare and distribute meeting notices
3. The RPO staff will facilitate Committee meetings and other meetings concerning the rural transportation cooperative process
4. The RPO staff will prepare meeting summaries and minutes for committee meetings
5. The RPO staff will arrange for "special transportation topic" speakers
6. The RPO staff will develop materials (documents, work programs, project lists, maps, etc.) for all committee meetings
7. The RPO staff will consult with RPO committee members on potential projects and coordinate efforts with ALDOT Regions
8. The RPO staff will distribute news releases for all rural transportation planning process meetings
9. The RPO staff will develop and maintain a public involvement plan
10. The RPO staff will hold public involvement meetings concerning the Human Services Coordinated Transportation Plan (HSCTP)
11. The RPO staff will prepare and maintain records of all public involvement meetings

### Products:

1. Committee and Stakeholder Mailing Lists
2. Timely meeting notices
3. Well-organized, professional Program Committee meetings
4. Minutes of all Program Committee meetings
5. Special Topic Speakers/ Training
6. Well-prepared maps, project lists and documents for committee meetings
7. Record of public involvement activities

### Staffing:

Central Alabama Regional Planning and Development Commission

### Schedule:

Not Applicable

### Financial Responsibility:

<b>Funding Sources</b>	<b>Amount</b>
State Funding	\$11,400
Local Funding	\$2,850
<i>Total Task 2</i>	<i>\$14,250</i>

## 2.3 Data Management (Task 3)

### Objective:

To gather, maintain and distribute data related to the Rural Transportation Planning Process

### Proposed Work:

1. The RPO staff will gather all information necessary to conduct committee meetings and produce all transportation planning documents
2. The RPO staff will maintain the transportation data within databases, spreadsheets, and GIS files
3. The RPO staff will distribute transportation data as available for the rural transportation planning process to committee members and the public as needed, or by request
4. The RPO staff will disseminate data relevant to funding opportunities considered advantageous to the transportation planning process

### Products:

1. Rural transportation databases, spreadsheets, and GIS files
2. Transportation funding opportunities

### Staffing

Central Alabama Regional Planning and Development Commission

### Schedule:

Not Applicable

### Financial Responsibility:

<b>Funding Sources</b>	<b>Amount</b>
State Funding	\$8,000
Local Funding	\$2,000
<i>Total Task 3</i>	<i>\$10,000</i>



## 2.4 Reports (Task 4)

### Objective:

Prepare and distribute informative reports for all transportation planning process committees, ALDOT and local governments within the RPO boundary

### Proposed Work:

1. The RPO staff will maintain and update as necessary the Human Services Coordinated Transportation Plan (HSCTP)
2. The RPO staff will update and maintain bylaws that govern the rural transportation planning process
3. The RPO staff will produce planning materials and conduct surveys related to all modes of transportation in the RPO region
4. The RPO staff will prepare and distribute information, such as traffic count data, functional highway classification maps, project location maps, and project database information, for each county;
5. The RPO staff will prepare the FY 2024 RPO Work Program

### Products:

1. Updated Human Services Coordinated Transportation Plan (HSCTP)
2. Updated Bylaws ensuring the operational effectiveness of the RPO
3. List of Rural Transportation issues and safety suggestions
4. Draft and final FY 2024 Work Program

### Staffing:

Central Alabama Regional Planning and Development Commission

### Schedule:

Updated Human Services Coordinated Transportation Plan (HSCTP)	March 2023
Draft FY 2024 Work Program, submit for ALDOT approval	July 2023
Final FY 2024 Work Program, Adoption by CARPDC RPO	September 2023

### Financial Responsibility:

<b>Funding Sources</b>	<b>Amount</b>
State Funding	\$8,000
Local Funding	\$2,000
<i>Total Task 4</i>	<i>\$10,000</i>

## 2.5 Public Advertisement/Involvement (Task 5)

### Objective:

To assist the State of Alabama Department of Transportation in advertising and hosting public involvement meetings related to Statewide programs, such as the Statewide Transportation Improvement Program (STIP), the Statewide work program, and other similar programs as needed.

### Proposed Work:

- CARPDC will host public involvement meetings related to Statewide programs.
- CARPDC will advertise for public involvement meetings related to Statewide programs.
- CARPDC will organize the meetings
- CARPDC will reach out to appropriate personnel to host the meetings
- CARPDC will supply copies of required materials to ALDOT, community officials, and general public related Statewide programs.

### Products:

Information and data requested by ALDOT for the Statewide Programs, which will vary year by year.

### Staffing:

Existing planning staff and support personnel employed by the Central Alabama Regional Planning and Development Commission

### Schedule:

Not Applicable

### Financial Responsibility:

<b>Funding Sources</b>	<b>Amount</b>
State Funding	\$4,500
Local Funding	\$1,125
<i>Total Task 5</i>	<i>\$5,625</i>

# 3.0 Financial Summary

Central Alabama Regional Planning & Development Commission

Rural Planning Organization (RPO)

Work Program Budget Sheet for Fiscal Year 2023

<b>Task</b>	<b>Funds (80%)</b>	<b>Funds (20%)</b>	<b>Total Funds</b>
1. Administration and Management	\$9,600	\$2,400	\$12,000
2. Committee Services	\$11,400	\$2,850	\$14,250
3. Data Management	\$8,000	\$2,000	\$10,000
4. Reports	\$8,000	\$2,000	\$10,000
5. Public Advertisement/Involvement	\$4,500	\$1,125	\$5,625
<b>TOTAL</b>	<b>\$41,500</b>	<b>\$10,375</b>	<b>\$51,875</b>