

CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA
TRANSPORTATION PLANNING ORGANIZATION
(CHCNGA TPO)



DEVELOPMENT RESOURCE CENTER
1250 MARKET STREET
CHATTANOOGA, TN

MINUTES

NOVEMBER 5, 2013 1:30 P.M. (EASTERN)

MEETING CALLED BY	Chairman John Bridger
TYPE OF MEETING	TECHNICAL COORDINATING COMMITTEE
FACILITATOR	Ms. Karen Rennich, Regional Planning Agency (RPA)
NOTE TAKER	Ms. Rozanne Brown, RPA
QUORUM	N/A
ATTENDEES	See Attachment

ANNOUNCEMENTS	
PUBLIC COMMENTS	
OTHER ITEMS OF IMPORTANCE	Handouts: Draft 2040 Regional Transportation Plan; Bike Chattanooga First Year of Operations (Year End Report); The Transportation Planning Process Key Issues (A Briefing Book for Transportation Decisionmakers, Officials, and Staff with Moving Ahead for Progress in the 21 st Century Act [MAP-21] A Summary of Highway Provisions); Sample TPO Executive Board Designee Letter; Limited English Proficiency (LEP) and RPA TITLE VI Packet; Tennessee – Safe Routes to School Training; TDOT Safe Routes to School 2013 Program Guidelines and Application; TDOT Announces New 2013 Multimodal Access Fund, Application & Guidelines (October 23, 2013); TDOT “Local Government Guidelines” and “Right-of-Way for Local Governments” Workshops (November 20, 2013, Cleveland, TN); USDOT Connected Vehicle Webinar Series (Nov-Dec 2013); MAP-21 Research Quarterly Newsletter (Fall 2013); NACTO’s New Release: Urban Street Design guide (Seminar November 6, 2013); 2013 TPO TCC & Executive Board Meeting Calendar (Rev. 9 25 13), and 2014 TPO TCC & Executive Board Meeting Calendar.

Agenda Topics

ITEM #1. APPROVAL OF THE OCTOBER 15, 2013
TPO TECHNICAL COORDINATING COMMITTEE (TCC)
MEETING MINUTES

CHAIRMAN JOHN BRIDGER

DISCUSSION	Chairman John Bridger welcomed everyone, thanked them for their attendance and work on the documents being presented to the TCC today for the opening of public comment, and called for introductions all around. Two new members of the TCC were present, Mr. Andrew Hyatt, City Manager, City of East Ridge, and Mr. Bert Kuyrkendall, City of Chattanooga Transportation Engineer. Following introductions, Chairman Bridger called for questions/comments or a motion to approve Item #1.	
CONCLUSIONS	There being no questions or comments, a motion was made to approve as presented, seconded and the motion carried.	
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approval of the October 15, 2013 TPO Technical Coordinating Committee (TCC) Meeting Minutes	Mr. Joe Farrow City of Collegedale	Mr. Todd Leamon Hamilton County
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

**ITEM #2. APPROVE FOR PUBLIC COMMENT THE
2040 REGIONAL TRANSPORTATION PLAN**

**MS. JENNY PARK
RPA STAFF**

DISCUSSION		
<p>Ms. Jenny Park said that the TPO endorsed the fiscally constrained project list for the 2040 Regional Transportation Plan (RTP) in May 2013 (included in the meeting packet), and requested that everyone review the list for accuracy. The draft 2040 RTP document was submitted to TDOT and GDOT for review and comment, and staff has submitted the 2040 RTP Conformity Determination Report (CDR) to the IAC for review and comment. A non-public webpage link for all draft documents has been provided to the TPO members and was included in the meeting packet. Staff has satisfactorily addressed all state comments on the 2040 RTP, and the state has submitted the draft document to the federal partners who are currently in their official 30-day review process.</p> <p>Ms. Park said that the TCC is being asked today to approve the draft 2040 RTP for a 30-day public comment period so that the TPO can move forward with the final plan adoption. Staff is currently defining the details for a 2040 RTP public meeting and TPO members will be advised.</p> <p>Responding to a request to recap the high points of the plan from Mr. John Van Winkle, Traffic Engineer, City of Chattanooga, Ms. Park said that, more so than with past plans, there has been a very robust public involvement process and community engagement for the 2040 RTP. This approach resulted in the Performance Measurement approach (Community to Region framework) now being used to evaluate projects based on their context, setting and individual goals (not one-size-fits-all). There is also a much stronger focus on system maintenance and multimodal transportation (see draft plan for comparisons of the previous plan and 2040 RTP). Ms. Park said that staff worked closely with the TPO members in developing this approach (especially through workshops including the Climate Change Adaptation workshop).</p> <p>Ms. Karen Rennich said that Ms. Melissa Taylor, LRSP Director (who was not present at the meeting) and Ms. Tracy Selin, Cambridge Systematics, Inc., gave a Community to Region framework presentation as part of a workshop at the recent American Metropolitan Planning Organization (AMPO) Conference in Portland, Oregon, and they received rave reviews.</p> <p>Chairman Bridger again commended everyone for their efforts in the preparation of these documents. He said that they would be used as a guide in developing the Comprehensive Plan update and area plans, and that the types of roads located in an area dictate the types of available development opportunities. Chairman Bridger called for any further questions or comments, and there being none, called for a motion to approve the draft 2040 Regional Transportation Plan for public comment.</p> <p>The fiscally-constrained project list was contained in the meeting packet, bound copies of the 2040 Regional Transportation Plan (RTP) (Volume I), Conformity Determination Report (CDR) for the 2040 RTP (Volume II), and 2040 RTP Technical Analysis and Supporting Documents were available at the meeting, along with forms for requesting hard copies.</p>		
CONCLUSIONS		
<p>There being no further questions or comments, a motion was made to approve as presented, seconded and the motion carried.</p>		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approve for Public Comment the 2040 Regional Transportation Plan	Mr. John Van Winkle City of Chattanooga	Mr. John Naylor Chattanooga Metropolitan Airport Authority
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
TPO Staff will define the details for a 2040 RTP public meeting and advise the TPO members.	Ms. Melissa Taylor/ Ms. Jenny Park	

ITEM #3. APPROVE FOR PUBLIC COMMENT THE CONFORMITY DETERMINATION REPORT FOR THE 2040 REGIONAL TRANSPORTATION PLAN

**MS. BETSY EVANS
RPA STAFF**

DISCUSSION		
<p>Ms. Betsy Evans said that the draft air quality Conformity Determination Report (Volume II of the 2040 RTP) is the technical document outlining the emissions analyses. It was submitted to the IAC on September 5, 2013 for their initial review and comment. The deadline for staff to receive the IAC's comments was October 17, 2013; however, the deadline has been extended to November 7, 2013 due to the recent furlough of some IAC members. Staff has now received information that comments will not be received before Friday, November 8, 2013 from the Environmental Protection Agency. TPO Staff will send an email to TPO members providing a weblink to all comments, staff responses and the updated document when the information is available.</p> <p>Ms. Evans said that the TCC is being asked to approve the draft Conformity Determination Report for the 2040 RTP for public comment, contingent upon staff satisfactorily satisfying all remaining comments received during this extended comment period for the federal partners. Copies of the draft document and comments received to date were available at the meeting.</p> <p>Chairman Bridger called for questions/comments and, there being none, called for a motion to approve as presented.</p>		
CONCLUSIONS		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approve for Public Comment the Conformity Determination Report for the 2040 Regional Transportation Plan	Mr. Todd Leamon	Mr. John Naylor
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
TPO Staff will send an email to TPO members providing a weblink to all comments, staff responses and the updated document when the information is available.		

**ITEM #4.
RECOMMENDATION
TO APPROVE BY
RESOLUTION
NATIONAL HIGHWAY
SYSTEM GAP REVISION**

**MS. ALEETA ZELLER
RPA STAFF**

DISCUSSION		
<p>Ms. Aleeta Zeller said that SR 317 (Bonny Oaks) from SR 17 to SR 2 as described in the meeting packet has been identified as a "gap" in the National Highway System (NHS). TDOT recommends that it be reclassified from a Minor Arterial to an Urban Principal Arterial and added to the NHS, and that this classification of Urban Principal Arterial should be extended to SR 317 (Apison Pike) from I-75 to E. Brainerd Road. A map was provided in the meeting packet indicating the proposed changes.</p> <p>Discussion ensued regarding the appropriate name for the classification change and Ms. Zeller said that, when this work was done, the classification descriptions had not changed to the new 2013 classifications. Ms. Rennich said that new 2013 FHWA guidelines for Functional Classification have just been received by the staff, and staff is currently reviewing them.</p> <p>Mr. Stacy Morrison, TDOT, said the urgency is to get today's proposed changes into the NHS. Ms. Zeller requested that anyone contact her with questions or with additional changes (which will be reviewed against the new 2013 FHWA guidelines).</p> <p>There being no further questions/comments, Chairman Bridger called for a motion to approve as presented.</p>		
CONCLUSIONS		
There being no further questions or comments, a motion was made to approve as presented, seconded and the motion carried.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Recommendation to Approve by Resolution National Highway System Gap Revision	Mr. John Van Winkle	Mr. Todd Leamon
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

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ITEM #5. STAFF REPORTS

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION
<p>Staff Reports are discussed selectively, or if there are questions. Status summaries and contact information were included in the meeting packet for the following projects and programs.</p> <ul style="list-style-type: none"> ▪ Bike Chattanooga First Year of Operations (Year End Report) ▪ TDOT Project Status – Hamilton County (October 15, 2013) ▪ Intelligent Transportation System (ITS) Architecture and Deployment Plan ▪ Data Collection Plan ▪ Notice of Tennessee Statewide Transportation Alternatives Program Project Submittals ▪ Notice of Tennessee Statewide Safe Routes to School ▪ TDOT “Local Government Guidelines” Workshop and “Right of Way for Local Governments” Workshop (November 20, 2013 – Cleveland, TN) ▪ TDOT Announces New Multimodal Access Fund (First Round of Applications October 25, 2013 – December 20, 2013) ▪ 2013 TPO TCC & Executive Board Meeting Calendar (Rev 9/25/13) ▪ 2014 TPO TCC & Executive Board Meeting Calendar <p>Ms. Jenny Park said that the Tennessee Statewide Transportation Alternatives Program project applications were due to TDOT on November 1, 2013 and that the TPO staff was notified of and endorsed two applications: (1) The City of Chattanooga, Department of Transportation, submitted an application for a Multi-Use Path and Complete Street/Green Street along Hamm Road and Manufacturers Road east from the Moccasin Bend Interpretive Center to the Olgiati Bridge Trailhead (see meeting packet for additional details); and (2) In conjunction with the Town of Lookout Mountain, Tennessee, CARTA submitted an application for rehabilitation of the upper deck of the Incline Railway (not included in the meeting packet). Mr. Chad Reece, Southeast Tennessee Development District (SETDD), said that a project for the City of Lakesite was also submitted but that a requested endorsement was not received for the project. Ms. Karen Rennich said that she was not aware of the project and would follow-up on a request for endorsement of the project.</p> <p>Ms. Park said that the application process for the TDOT Safe Routes to School (SRTS) program is open until January 15, 2014. This is the last round of 100% federal funding for the SRTS program. Under the new transportation legislation (MAP-21), the SRTS program is lumped under Transportation Alternatives and requires a 20% local match. Guidelines and applications were available at the meeting as handouts and a weblink was provided in the meeting packet.</p> <p>Regarding the new TDOT FY 2013-2014 Multimodal Access Fund and Call for Applications, Ms. Park said that TDOT is providing 95% state funds (requiring a 5% local match) for the selected bike/pedestrian/transit projects. The TDOT deadline for applications is December 20, 2013, projects must be submitted to TDOT through the TPO, and only two projects may be submitted to TDOT by the TPO. Ms. Park said that TPO Staff will establish the deadline for applications to be received by the TPO Staff, and the TPO members will be advised of the deadline and the selection process which will be used to select the two projects for submission to TDOT. Ms. Park said that no federal dollars will be used for the projects, and funds can be used for planning, design and constructions. TDOT is looking for projects that can be implemented within 12-18 months. The TDOT weblink to the guidelines and application was provided in the meeting packet and handouts were available at the meeting. Ms. Park said that she is available to discuss potential project applications with anyone.</p> <p>Ms. Park called attention to a webinar to be held on November 6, 2013 as part of the TPO's Education program. The webinar will be presented by the National Association of City Transportation Officials (NACTO) on their new Urban Street Design Guide (providing more guidance on intersections and roadway segments with more bike/ped activity). Ms. Park invited everyone to participate and said that handouts were available at the meeting.</p>



CONCLUSIONS		
No formal action required.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
TPO Staff will follow-up on the request for endorsement of the City of Lakesite Tennessee Statewide Transportation Alternatives Program project application.	Ms. Karen Rennich	Done 11/5/2013

ITEM #6. PUBLIC COMMENTS AND OTHER ITEMS OF IMPORTANCE

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
The next Technical Coordinating Committee (TCC) Meeting is a <u>combined meeting</u> with the TPO Executive Board on December 17, 2013 (1:30-3:00 p.m.) @ DRC/1A. This is the regularly scheduled TPO Executive Board meeting. TCC members, please add this meeting to your calendar.		
CONCLUSIONS		
There being no further questions/comments, the meeting was adjourned.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE




NOVEMBER 5, 2013 TCC Meeting

Agency/Organization/Municipality (per TCC By-laws)	TCC Member Position (per TCC by-laws)	Current TCC member	Designee	Designee (of Designee)	Please sign-in
Catoosa County	Representative	County Manager Mike Helton			
Catoosa County	Representative		Donald Brown		
Catoosa County	Representative			Jeremy Bryson	
Chatt Area Reg Council of Govs / Southeast Tennessee Development District (SETNDD)	Executive Director	Beth Jones			
Chatt Area Reg Council of Govs / Southeast Tennessee Development District (SETNDD)	Executive Director		Chad Reese		
Chattanooga	City Engineer	Bill Payne			
Chattanooga	City Engineer		Dennis Malone		
Chattanooga	City Traffic Engineer	John Van Winkle			
Chattanooga	Public Works Administrator	Lee Norris			
Chattanooga	^{Transportation} Public Works Administrator		Blythe Bailey		
Chattanooga	^{City Transportation Engineer} Public Works Administrator			Bert Kuyrkendall	
Chattanooga Area Regional Transportation Authority (CARTA)	Representative	Stephen Jett, Board Chair			
Chattanooga Area Regional Transportation Authority (CARTA)	Representative		Lisa Maragnano		
Chattanooga Metropolitan Airport Authority	Representative	Daniel R. Jacobson/Terry Hart			
Chattanooga Metropolitan Airport Authority	Representative		John Naylor		
Chattanooga Urban Area Pedestrian and Bicycle Task Force	Representative	Greg Laudeman			
Chattanooga-Hamilton County Air Pollution Control Bureau	Executive Director	Bob Colby			
Chattanooga-Hamilton County Regional Planning Agency	Executive Director	John Bridger			
Chattanooga-Hamilton County Regional Planning Agency	Executive Director		Karen Rennich		

NOVEMBER 5, 2013 TCC Meeting

Agency/Organization/Municipality (per TCC By-laws)	TCC Member Position (per TCC by-laws)	Current TCC member	Designee	Designee (of Designee)	Please sign-in
Chickamauga	Representative	Mayor Ray Crowder			
Chickamauga	Representative		Michael Haney		
Collegedale	Representative	Mayor John Turner			
Collegedale	Representative		Joe Farrow		<i>J. Farrow</i>
Dade County	Representative	County Executive Ted Rumley			
East Ridge	Representative	Mayor Brent Lambert			
East Ridge	Representative		Andrew Hyatt		<i>Andrew Hyatt</i>
East Ridge	Representative			Freida Wheeler	
East Ridge	Representative			Amanda Miller	<i>Amanda Miller</i>
Federal Highway Administration, Georgia Division	*Division Administrator	Ann-Marie Day			
Federal Highway Administration, Tennessee Division	*Division Administrator	<i>Scott Allen</i> Corbin Davis			
Federal Highway Administration, Tennessee Division	*Division Administrator			Theresa Claxton	
Federal Transit Administration, Region IV Office	*Region IV Administrator	Elizabeth Martin			
Fort Oglethorpe	Representative	Mayor Lynn Long			
Fort Oglethorpe	Representative			Louis Hamm	
GDOT, Intermodal Programs	Administrator	Nicole Spivey, Transit Planner			<i>Cherie March, DPPM</i>
GDOT, Office of Planning	Administrator	Radney Simpson			
GDOT, Office of Planning	Administrator			Dave Cox	
Georgia Advisory Committee	Chairman	?			

NOVEMBER 5, 2013 TCC Meeting

Agency/Organization/Municipality (per TCC By-laws)	TCC Member Position (per TCC by-laws)	Current TCC member	Designee	Designee (of Designee)	Please sign-in
Greenways/Paths	Representative	Rick Wood, TPL			
Hamilton County	Human Services Administrator	Don Allen			
Hamilton County	County Traffic Engineer	Greg Lane			
Hamilton County	Public Works Administrator	Todd Leamon			
Hamilton County	Director of Engineering County Engineer	John Agan Todd Leamon			
Lakesite	Representative	Mayor Ken Wilkerson			
Lookout Mountain, GA	Representative	Mayor Sandy Gothard			
Lookout Mountain, TN	Representative	Mayor Carol Mutter			
Northwest Georgia Regional Commission	Executive Director		David Kenemer		
Northwest Georgia Regional Commission	Executive Director	William R. Steiner			
Outdoor Chattanooga	Bicycle Coordinator	Phil Pugliese			
Red Bank	Representative		Tim Thornbury		
Red Bank	Representative	Mayor John Roberts			
Ridgeside	Representative	Mayor Candice Poole			
Ringgold	Representative	Mayor Joe Barger			
Ringgold	Representative		Mr. Dan Wright		
Rossville	Representative	Mayor Teddy Harris			

NOVEMBER 5, 2013 TCC Meeting

Agency/Organization/Municipality (per TCC By-laws)	TCC Member Position (per TCC by-laws)	Current TCC member	Designee	Designee (of Designee)	Please sign-in
Signal Mountain	Representative	Mayor Bill Lusk			
Signal Mountain	Representative		Loretta Hopper		<i>Loretta Hopper</i>
Soddy-Daisy	Representative	Mayor Janice T. Cagle			
Soddy-Daisy	Representative		Hardie Stulce		<i>Hardie Stulce</i>
TDOT, Planning Division	Director	Stacy Morrison			<i>Stacy Morrison</i>
TDOT, Rail, Waterway, Transit Division	Director	Ronda Hirst			
TDOT, Region II	Region II Traffic Engineer	Alan Wolf			
Tennessee Valley Railroad Authority	Representative	Tim Andrews			
Trucking Concerns within the Metropolitan Study Area	Representative	Casi Case			
Trucking Concerns within the Metropolitan Study Area	Representative	Eddie Church			
Walden	Representative	Mayor David Epperson			
Walden	Representative		William Trohanis		
Walker County	Representative	Commissioner Bebe Heiskell			
Walker County	Representative		Larry Brooks		

FHWA-TN

Visitor

Scott Allen

Scott Allen

Yuan Lee

RPA
RPA
RPA
RPA
RPA

Yuan Lee
Rihanna Brown
Karen Kennich
Aleeta Zeller
Jenny Park
Betsy Evans

