



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

1250 MARKET STREET
 SUITE 2000
 CHATTANOOGA, TN 37402
 423-643-5900

MINUTES

OCTOBER 21, 2014

1:30-3:00 P.M.
 EASTERN

MEETING CALLED BY	Chairman Todd Leamon
TYPE OF MEETING	TPO EXECUTIVE BOARD
FACILITATOR	Ms. Karen Rennich, Chattanooga-Hamilton County Regional Planning Agency (RPA)
NOTE TAKER	Ms. Rozanne Brown, RPA
QUORUM	Yes
ATTENDEES	See Attachment

ANNOUCEMENTS	
PUBLIC COMMENTS	
OTHER ITEMS OF IMPORTANCE	Handouts: FY2015 Transportation Alternatives Application and Instruction Booklet (Due November 3, 2014); TDOT Multimodal Access Grant 2014 Guidelines and Application (Due TPO Staff November 14, 2014; TDOT Deadline December 10, 2014); 2015 Safe Routes to School Guidelines and Application (Deadline January 15, 2014); 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; 2040 Regional Transportation Plan Executive Summary; and 2015 TPO TCC & Executive Board Meeting Calendar.

Agenda Topics

ITEM #1. APPROVAL OF AUGUST 19, 2014
 TPO EXECUTIVE BOARD MEETING MINUTES

CHAIRMAN TODD LEAMON

DISCUSSION		
	Chairman Todd Leamon called the meeting to order, inquired if there were questions/comments regarding Item #1, or called for a motion to approve as presented.	
CONCLUSIONS		
	There being no questions/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 AUGUST 19, 2014 TPO EXECUTIVE BOARD MEETING MINUTES	Mr. Billy Cooper City of Ridgeside	Mr. Stacy Morrison Tennessee Department of Transportation
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #2. APPROVE EVALUATED PROJECTS FOR FTA 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES TRANSIT PROGRAM AND GA SUPPLEMENTAL CALL FOR PROJECTS FOR STP-M AND TAP URBANIZED AREA PROGRAMS AND APPROVE BY RESOLUTION 2014-2017 TIP AMENDMENTS

- Project SETHRABUSREPLACE
- Project SETHRAVOUCHER
- Project ORANGEGRVEVEHC
- Project 1433040 – SR 317
- Project GA-642220 – SR 146
- Project CARTA25

**MS. BETSY EVANS
RPA STAFF**

DISCUSSION		
<p>Ms. Betsy Evans said that Project 1433040 (SR 317 Widening project from Ooltewah-Ringgold Road to near Layton Lane) was requested by TDOT, that it is to add the Right-of-Way/Utilities phase in 2015 (NHPP funds), and the IAC approved the Technical Memorandum for this project on August 7, 2104.</p> <p>Project CARTA25 is for Incline Railway Rehabilitation, CARTA received TDOT TAP funds for this project, and the IAC concurred that this project is exempt on September 10, 2014.</p> <p>The CHCNGA TPO recently issued a Call for Projects for several programs and projects were submitted for these funds:</p> <p><u>GA STP-M (M230)</u> – GDOT submitted three projects (two of which are cost increases for projects currently in the TIP making them Modifications, which can be seen in the Staff Report section of the meeting packet), and Project GA-642220 (SR 146 / Cloud Springs Road – Widening project). Details were included in the evaluation table contained in the meeting packet, and there was no need to rank these projects or hold a Selection Subcommittee meeting, since no other projects were submitted. The IAC approved the Technical Memorandum for this project on August 7, 2014.</p> <p><u>GA-TAP</u> – No projects were received for this call.</p> <p><u>FTA 5310 (TN)</u> – Three projects were selected and were listed in the meeting packet table, but they were not subject to evaluation, since they were general transit projects.</p> <ol style="list-style-type: none"> 1. SETHRABUSREPLACE - Bus Purchase 2. ORANGEGRVEVEHC – Vehicle Replacement 3. SETHRAVOUCHER – Bee Mobile Voucher <p>The IAC concurred that these projects are exempt on August 14, 2014.</p> <p>A public meeting was held on October 9, 2014 for all of these amendments, and no comments were received.</p> <p>The Old and New pages for the TIP amendments were included in the meeting package.</p> <p>Chairman Leamon called for questions or comments.</p>		
CONCLUSIONS		
<p>There being no questions/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
<p>APPROVE EVALUATED PROJECTS FOR FTA 5310 ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES TRANSIT PROGRAM AND GA SUPPLEMENTAL CALL FOR PROJECTS FOR STP-M AND TAP URBANIZED AREA PROGRAMS AND APPROVE BY RESOLUTION 2014-2017 TIP AMENDMENTS</p> <ul style="list-style-type: none"> ▪ Project SETHRABUSREPLACE ▪ Project SETHRAVOUCHER ▪ Project ORANGEGRVEVEHC ▪ Project 1433040 – SR 317 ▪ Project GA-642220 – SR 146 ▪ Project CARTA25 	<p>Mr. Dave Cox Georgia Department of Transportation</p>	<p>Mr. Stacy Morrison</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #3. APPROVE BY RESOLUTION THE PREQUALIFICATION OF THE CONSULTANT FIRMS ALLIANCE TRANSPORTATION GROUP, CAMBRIDGE SYSTEMATICS, INC., THE CORRADINO GROUP, INC., KIMLEY-HORN AND ASSOCIATES, INC., PARSONS BRINCKERHOFF, RSG, NEEL-SCHAFFER, STANTEC, AND MORELAND ALTOBELLI ASSOCIATES, INC., FOR VARIOUS PROFESSIONAL TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR TERM

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION

Ms. Karen Rennich said that there were four items on the agenda regarding Professional Transportation Services and that this was the first item.

The TPO issued a Request For Qualifications (RFQ) for Professional Planning Services in July 2014, which was very similar to the process that has been done for the past eight to ten years, and there were two purposes for the RFQ:

- (1) to prequalify a pool of consultants for transportation planning work for up to a four-year term, and
- (2) to select consultant firms to pursue some Immediate Service Needs for the TPO (the first three items ***bolded and italicized*** below).

The Transportation Planning Service categories (shown in the meeting packet and displayed on the screen) are the same as those the TPO had two years ago when consultants were selected:

- (1) Air Quality Modeling*** (ongoing task).
- (2) Travel Demand Modeling*** (ongoing work and ramp up for the Regional Transportation Plan update).
- (3) Various Transportation Planning Services*** (the four-year Regional Transportation Plan, and some creative ideas as mentioned in the Unified Planning Work Program which the TPO Staff wishes to pursue with consultants).
- (4) Transportation System Performance/Analysis/Travel Studies.
- (5) Transportation Planning Expertise in Distinctly Specialized Areas (including ITS Architecture, freight planning, advanced transit planning/passenger rail, and land use planning as a function of transportation).

Ms. Rennich said that nine firms submitted a proposal in response to the July RFQ, and she gave special thanks to members of the TPO Consultant Selection Subcommittee for their work in reviewing each firm's response and completion of individual scoring sheets. Ms. Rennich said that an invitation to participate in the TPO Consultant Selection Subcommittee was opened up to all TPO member via recent email and that the City of Chattanooga Transportation Department participated in the process. Subcommittee members included TDOT, RPA/TPO Staff, TPO Chairman Todd Leamon (Hamilton County, and City of Chattanooga Department of Transportation).

The TPO Consultant Selection Subcommittee met on August 21, 2014 for the following actions:

1. determine the prequalified consultants for each of the five categories (shown above).
2. select consultants for the Immediate Service Needs (three items ***bolded and italicized*** above).

Ms. Rennich said the item before the TPO Executive Board for action today was to Prequalify consultants (see **Prequalification Recommendation** in the meeting packet Staff Report).

Ms. Rennich said that some firms did not submit for all categories, but all firms were Prequalified (for up to four years), and deemed able to perform all of the categories for which they submitted. After reviewing and scoring the firms, the Subcommittee members recommend six firms for Categories 1-5; two firms for Categories 2-5, and one for Categories 1,3,5 (see meeting packet Staff Report for consultant names by Category).

Responding to an inquiry from Mr. Billy Cooper, City of Ridgeside, Ms. Rennich said that there will be one contract for each consultant which will include language for all Categories (one or multiple) being put under work order contract, as approved by the TPO Executive Board.

Responding to a second inquiry regarding the TPO's past experience with each of the firms, Ms. Rennich said that Cambridge Systematics, Inc. and Kimley-Horn and Associates, Inc. are currently under contract with RPA on behalf of the TPO (for the Regional Transportation Plan process). She said that some (but not all) of the firms were previously prequalified by the TPO, that she is uncertain if some of the firms contracted with the TPO prior to that time, and some of the firms are new to the TPO.

Ms. Rennich said that Prequalification does not guarantee that a consultant will be issued work by the TPO, but it enables the TPO to be prepared to more quickly respond to changes in legislation or other planning needs. Ms. Rennich said that a consultant will not be put under work order by the TPO until the work order contract is approved by the TPO Executive Board.

Chairman Leamon inquired if there were other questions/comments, and there were none.

CONCLUSIONS

There being no questions/comments, **a motion was made to approve as presented, seconded and the motion carried.**

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
APPROVE BY RESOLUTION THE PREQUALIFICATION OF THE CONSULTANT FIRMS ALLIANCE TRANSPORTATION GROUP, CAMBRIDGE SYSTEMATICS, INC., THE CORRADINO GROUP, INC., KIMLEY-HORN AND ASSOCIATES, INC., PARSONS BRINCKERHOFF, RSG, NEEL-SCHAFFER, STANTEC, AND MORELAND ALTOBELLI ASSOCIATES, INC., FOR VARIOUS PROFESSIONAL TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR TERM	Mr. Billy Cooper	Mr. John Naylor Chattanooga Metropolitan Airport Authority
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #4. APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, TO ENTER INTO WORK ORDER CONTRACT(S) FOR TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR TERM WITH CAMBRIDGE SYSTEMATICS, INC.

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION

To further clarify the consultant selection process and timeline, Ms. Karen Rennich said that the TPO Consultant Selection Subcommittee identified firms for interviews, held those interviews on September 4, 2014, provided their recommendations to the TCC (September 16, 2014), and the recommendations have now moved on to the TPO Executive Board for consideration of approval. Ms. Rennich said that the City of Chattanooga's Attorney office and TDOT review the TPO contracts.

Ms. Rennich said that Cambridge Systematics, Inc. has been recommended for approval for Air Quality Modeling and Transportation Planning Services. This Resolution allows the RPA (on behalf of the TPO) to enter into contract with Cambridge Systematics, Inc. for these two tasks for up to a four-year term. She said that there was discussion with the TCC regarding the possible extension of the existing Cambridge Systematics, Inc. contract (raising their compensation ceiling), which was not recommended by the City of Chattanooga Attorney. Therefore, this new contract is being proposed for the two tasks (Air Quality Modeling and Transportation Planning Services).

Chairman Leamon called for questions or comments, and there were none.

CONCLUSIONS		
There being no questions/comments, a motion was made to approve as presented, seconded and the motion carried.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, TO ENTER INTO WORK ORDER CONTRACT(S) FOR TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR TERM WITH CAMBRIDGE SYSTEMATICS, INC.	Mr. John Naylor	Mr. Billy Cooper
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #5. APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, TO ENTER INTO WORK ORDER CONTRACT(S) FOR TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR PERIOD WITH RSG

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
<p>Ms. Rennich said that RSG is a new firm to the TPO, but they are currently working on TDOT's state-wide model, and they are providing TDM modeling services for Knoxville and Nashville. RSG was recommended for the Travel Demand Modeling and Various Transportation Planning Services. This Resolution is for a work order contract for up to a four-year period for RSG for those two services.</p> <p>Chairman Leamon called for questions or comments, and there were none.</p>		
CONCLUSIONS		
There being no questions/comments, a motion was made to approve as presented, seconded and the motion carried.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, TO ENTER INTO WORK ORDER CONTRACT(S) FOR TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR PERIOD WITH RSG	Mr. Bill Trohanis Town of Walden	Mr. John Naylor
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

**ITEM #6. APPROVE BY RESOLUTION
 THE CHATTANOOGA-HAMILTON COUNTY REGIONAL
 PLANNING AGENCY, THE PLANNING ENTITY OF THE
 CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA
 TRANSPORTATION PLANNING ORGANIZATION,
 TO ENTER INTO WORK ORDER CONTRACT(S)
 FOR TRANSPORTATION PLANNING SERVICES FOR UP
 TO A FOUR-YEAR PERIOD WITH PARSONS BRINCKERHOFF**

**MS. KAREN RENNICH
 RPA STAFF**

DISCUSSION		
<p>Ms. Karen Rennich said that the firm of Parsons Brinckerhoff is recommended for Various Transportation Planning Services for up to a four-year term as outlined in this Resolution, and that Ms. Jean Stevens of Parsons Brinckerhoff (formerly with TDOT and located in Nashville) was present at this meeting.</p> <p>Chairman Leamon called for questions/comments, and there were none.</p>		
CONCLUSIONS		
There being no questions/comments, a motion was made to approve as presented, seconded and the motion carried.		
TCC/BOARD ACTION/RESOLUTION		
<p>APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, TO ENTER INTO WORK ORDER CONTRACT(S) FOR TRANSPORTATION PLANNING SERVICES FOR UP TO A FOUR-YEAR PERIOD WITH PARSONS BRINCKERHOFF</p>		
PERSON PRESENTED MOTION		PERSON SECONDED MOTION
Mr. Stacy Morrison		Ms. Annie Powell Chattanooga Area Regional Transportation Authority
STAFF FOLLOW-UP		
PERSON RESPONSIBLE		DEADLINE

ITEM #7. APPROVE BY RESOLUTION FUNCTIONAL CLASSIFICATION SYSTEM OF STREETS REVISION (TENNESSEE)

**MS. ALEETA ZELLER
RPA STAFF**

- **Ferdinand Peich Way**

DISCUSSION
<p>Ms. Aleeta Zeller said that the City of Chattanooga is requesting the addition of Ferdinand Peich Way to the Functional Classification System of Streets as an Urban Minor Arterial as shown in the Resolution and map contained in the meeting packet. The classification is necessary for the TPO to submit the Conformity Determination Report to EPA, for construction work to be done in the area, and in order to amend the 2014-17 Transportation Improvement Program (TIP).</p> <p>Chairman Leamon called for questions or comments.</p> <p>Mr. Stacy Morrison said that TDOT has worked with FHWA and with the TPO Staff to improve the classification process and he thanked everyone for their efforts. He said that he expects future Functional Classification requests will be further streamlined.</p> <p>There were no other questions/comments.</p>

CONCLUSIONS
<p>There being no questions/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
<p>APPROVE BY RESOLUTION FUNCTIONAL CLASSIFICATION SYSTEM OF STREETS REVISION (TENNESSEE)</p> <ul style="list-style-type: none"> ▪ Ferdinand Peich Way 	<p>Mr. Stacy Morrison</p>	<p>Mr. Bill Trohanis</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #8. APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, THE PURCHASE, WITH OR WITHOUT A CONTRACTUAL AGREEMENT, OF PROBE TRAVEL TIME AND SPEED DATA AND TRIP ORIGIN AND DESTINATION DATA WITH THE SELECTED VENDOR(S)

**MS. YUEN LEE
RPA STAFF**

DISCUSSION
<p>Ms. Yuen Lee said that two RFP's were issued for the purchase of data by the TPO in late September 2014: (1) Historic Travel Time and Speed Data, and (2) Trip Pattern Origin-Destination Data.</p> <p>Two proposals were received for the Historic Travel Time and Speed Data, and one proposal was received for the Trip Pattern Origin-Destination Data (resulting in a deadline extension to allow more time for vendor response).</p> <p>The proposals were reviewed by the Selection Team (see meeting packet Staff Report for team participants). The Selection Team recommends the purchase of Travel Time and Speed Data from Midwestern Software Solutions (MS2) and recommends AirSage, Inc. for purchase of the Origin-Destination Data (see meeting packet Staff Report for further details regarding the selection process and decision).</p>

Due to a delay in confirming the needed procurement process, the TPO was on a tight timeline to issue the RFP's and select vendors, and Ms. Lee said that the TPO Staff did not have time to take this item before the TPO TCC prior to today's TPO Executive Board meeting. However, the TCC Members have been notified of these recommendations should they have any questions or input.

In response to an inquiry regarding the advertisement of RFP's by the TPO, Ms. Lee said that the TPO follows the City of Chattanooga Purchasing Guidelines. Ms. Karen Rennich said that the City of Chattanooga Purchasing representative sat in on the selection process to ensure that everything was appropriately done (this was very much appreciated), and that the RFP's are advertised in minority newspapers in order to reach a broader base of response. Ms. Lee thanked everyone who served on the Selection Committee, especially in view of the short turnaround required.

Chairman Leamon inquired if there were other questions/comments, and there were none.

CONCLUSIONS

There being no questions/comments, **a motion was made to approve as presented, seconded and the motion carried.**

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
APPROVE BY RESOLUTION THE CHATTANOOGA-HAMILTON COUNTY REGIONAL PLANNING AGENCY, THE PLANNING ENTITY OF THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION, THE PURCHASE, WITH OR WITHOUT A CONTRACTUAL AGREEMENT, OF PROBE TRAVEL TIME AND SPEED DATA AND TRIP ORIGIN AND DESTINATION DATA WITH THE SELECTED VENDOR(S)	Mr. Billy Cooper	Mr. Stacy Morrison
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #9. DISCUSSION OF THE MULTIMODAL ADVISORY COMMITTEE & TCC REPRESENTATION

**MS. JENNY PARK
RPA STAFF**

DISCUSSION

Ms. Jenny Park said that a Multimodal Advisory Committee is being established by the TPO, that she would like to explain the purpose and role of the committee, and to provide information regarding the first committee meeting. She said that the establishment of this committee has been under discussion for some time among TPO Staff, and that there has been a need for individuals and organizations who are specifically interested in bicycle and pedestrian issues to have a role in the TPO planning process to provide input to the TPO Staff on how the staff is doing relative to these issues, and to connect with the jurisdictions which are interested in developing ideas for bicycle/pedestrian projects. (See the meeting packet Staff Report for details regarding the role of the Multimodal Advisory Committee).

In Fall 2013, Ms. Park said that the Bicycle & Pedestrian Task Force (formerly a Technical Coordinating Committee voting member) became an advocacy organization and is now separate from the TCC. This has resulted in no multimodal representation on the TCC and a gap in the planning committees. Therefore, the Multimodal Advisory Committee is being established primarily for the role of general involvement in the TPO planning processes and to work directly with the jurisdictions, especially with grant applications. During the Selection Subcommittee process last year, the TPO Staff learned from some of the jurisdictions that feedback obtained during the process was very helpful to the jurisdictions that were beginning grant applications.

Ms. Park said that the first meeting of the Multimodal Advisory Committee will be on Thursday, October 30, 2014 (1:30-3:00 p.m. Eastern) in room 2B of the Development Resource Center (see meeting packet Staff Report for details). The Multimodal Advisory Committee will be made up of voting members, and all TPO Members are encouraged to attend and participate in the meetings as non-voting members, especially those with project ideas. The first meeting will be an introduction to the committee and to discuss some of the open multimodal transportation grant applications (mostly for Tennessee).

Per the TPO Technical Coordinating Committee Bylaws, a representative of the Multimodal Advisory Committee (Chair or other designated member) will serve as a voting member on the TPO Technical Coordinating Committee, and the selection of that representative is anticipated in November, 2014. Quarterly meetings of the committee are anticipated, but there may be additional meetings depending on grant applications and due dates.

There were no questions or comments.		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #10. NOTICE OF IMPLEMENTATION OF FHWA INVEST TOOL FOR 2040 REGIONAL TRANSPORTATION PLAN

**MS. BETSY EVANS
RPA STAFF**

DISCUSSION		
<p>Ms. Betsy Evans said that the U.S. DOT Federal Highway Administration Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) is a web-based self-evaluation tool for assessing sustainability over the life cycle of a transportation project or program from planning through design, construction, operations and maintenance.</p> <p>Beginning in the next few weeks, Ms. Evans said that the TPO Staff will use the INVEST tool to evaluate the 2040 Regional Transportation Plan, the TPO Members will be kept updated throughout the process, and results will be shared with the TPO Members when the evaluation process concludes. (See the detailed INVEST goals in meeting packet Staff Report).</p> <p>There were no questions or comments.</p>		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #11. NOTICE OF 2014 MULTIMODAL ACCESS GRANT PROCESS - APPLICATIONS DUE DECEMBER 10, 2014 (TN PORTION)

**MS. JENNY PARK
RPA STAFF**

DISCUSSION		
<p>Ms. Jenny Park said that TDOT has announced the second grant cycle for the Multimodal Access Grant program which supports the safety and transportation needs of transit users, pedestrians, and bicyclists through infrastructure projects that address gaps along the state highway network. Ms. Park gave examples of eligible project types and said the program is funded 95% by TDOT, with 5% local match and the project maximum is \$1 million. Projects must be submitted through the TPO and are due to TPO Staff by Friday, November 14, 2014 to enable a selection process to be held if more than two project applications are received. A maximum of two projects can be submitted to TDOT by the TPO, and the applications can be further developed up until the TDOT deadline of December 10, 2014. The Guidelines and applications are available on line (as shown in Staff Report), and were available at the meeting on the handout table.</p> <p>Responding to an inquiry, Ms. Park said that the Multimodal Advisory Committee may be able to assist with the applications and encouraged everyone to attend the October 30, 2014 Multimodal Advisory Committee meeting.</p>		

CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #12. NOTICE OF 2015 SAFE ROUTES TO SCHOOL GRANT PROCESS – APPLICATIONS DUE JANUARY 15, 2015 (TN PORTION)

**MS. JENNY PARK
RPA STAFF**

DISCUSSION		
<p>Ms. Jenny Park said that these are Safe Routes to School federal funds and this is a TDOT program. Under the previous transportation bill (SAFETEA-LU), the program was 100% funded with no local match required. TDOT still has some of those funds available for this 2015 grant process, which is expected to be the final round of 100% federally funded SRTS projects. Currently under MAP-21, the Safe Routes to School program is wrapped into Transportation Alternative funds, which requires a 20% local match.</p> <p>Ms. Park detailed the qualification criteria contained in the Guidelines and Application (available at the meeting on the handout table and on the website), and said that applicants must have attended a September 2014 Tennessee SRTS Training Workshop held in the region in order to be eligible for the program. She said that the program is primarily to encourage elementary and middle school children to safely walk and bicycle to school through infrastructure improvements, educational initiatives and promotional activities.</p> <p>Applications are to be submitted electronically to TDOT by January 15, 2015, and Ms. Park is available to assist with applications. Contact information for both TDOT and Ms. Park was contained in the meeting packet Staff Report.</p> <p>There were no questions/comments.</p>		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #13. 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"> ▪ Notice of 2014-2017 TIP Adjustments/Modifications ▪ Transportation Research Board (TRB) Accepted Chattanooga TPO's "2040 RTP Performance Framework: Balancing Community and Regional Needs" ▪ Grants and Grant Awards <ul style="list-style-type: none"> ○ Upcoming Opportunity for TDOT CMAQ Diesel Rebate Program ○ TDOT 2015 Transportation Alternatives Program (TAP) – Deadline 11/3/14 ○ TDOT 2014 Congestion Mitigation & Air Quality (CMAQ) Improvement Program (Award Status) 	

- TDOT 2014 SRTS (Award Status)
- TDOT 2014 TAP (Award Status)
- Complete Streets Policy Assistance, Safe Routes to School National Partnership (*verbal presentation by Tennessee's Coordinator, Christy Smith*)
- 2015 TPO TCC & Executive Board Meeting Calendar

Ms. Christy Smith, Safe Routes to School National Partnership, invited everyone to attend a Complete Streets workshop and lunch which she would be conducting on November 4, 2014 (DRC/2B @ 12:00-1:00 p.m. Eastern). The workshop objective is to talk about Complete Streets policies, and discuss a number of policies within the cities and across the region to help ensure that transportation choices are available for all of those who are traveling in their community, within the region and beyond (biking, walking, or taking transit). Ms. Smith said that the TCC Members have been invited, and they were encouraged to bring others from their staff, possibly engineers or those who are working in transportation. There were no questions or comments.

Ms. Aleeta Zeller reminded that she recently sent an email to TPO Members asking for any revisions/reclassifications that are needed to the Functional Classifications System of Streets (TN Portion), and to date, information had been received from the City of Chattanooga, Collegedale and Signal Mountain. She is preparing for presentation of the needed changes at the November 4, 2014 TCC meeting, and requested that anyone with changes contact her or see the maps which were available at the meeting.

CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

**MS. KAREN RENNICH
RPA STAFF**

ITEM #14. PUBLIC COMMENTS

DISCUSSION		
<p>The next TPO Executive Board meeting is December 16, 2014. The next TPO Technical Coordinating Committee (TCC) meeting is November 4, 2014.</p> <p>There being no further questions or comments, the meeting was adjourned.</p>		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

TPO EXECUTIVE BOARD MEETING

Role Call: June 17, 2014

<input checked="" type="checkbox"/> Governor	State of Tennessee
<input checked="" type="checkbox"/> Commissioner	Georgia Department of Transportation
<input type="checkbox"/> Mayor	City of Chattanooga
<input type="checkbox"/> Elected Representative	Chattanooga City Council
<input checked="" type="checkbox"/> County Mayor	Hamilton County
<input checked="" type="checkbox"/> Elected Representative	Hamilton County Commission
<input type="checkbox"/> Elected Official	North Georgia Legislative Delegation
<input type="checkbox"/> Elected Official	Catoosa, Dade, Walker Counties, Georgia
	Tennessee Legislative Delegation, Hamilton County, Tennessee
<input checked="" type="checkbox"/> Chairman of the Board	Chattanooga Area Regional Transportation Authority
<input checked="" type="checkbox"/> Chairman of the Board	Chattanooga Metropolitan Airport Authority
<input type="checkbox"/> Director	Chattanooga-Hamilton Co. Air Pollution Control Bureau
<input type="checkbox"/> Elected Representative	Dade County, Georgia Government
<input type="checkbox"/> Elected Representative	Walker County, Georgia Government
<input type="checkbox"/> Elected Representative	Catoosa County, Georgia Government
<input type="checkbox"/> Mayor/Commission Representative	Chickamauga, Georgia
<input type="checkbox"/> Mayor/Commission Representative	Collegedale, Tennessee
<input checked="" type="checkbox"/> Mayor/Council Representative	East Ridge, Tennessee
<input type="checkbox"/> Mayor/Commission Representative	Fort Oglethorpe, Georgia
<input type="checkbox"/> Mayor/Commission Representative	Lakesite, Tennessee
<input type="checkbox"/> Mayor/Commission Representative	Lookout Mountain, Georgia
<input type="checkbox"/> Mayor/Commission Representative	Lookout Mountain, Tennessee
<input type="checkbox"/> Mayor/Commission Representative	Red Bank, Tennessee
<input checked="" type="checkbox"/> Mayor/Commission Representative	Ridgeside, Tennessee
<input checked="" type="checkbox"/> Mayor/Commission Representative	Ringgold, Georgia
<input type="checkbox"/> Mayor/Commission Representative	Rossville, Georgia
<input checked="" type="checkbox"/> Mayor/Council Representative	Signal Mountain, Tennessee
<input checked="" type="checkbox"/> Mayor/Commission Representative	Soddy-Daisy, Tennessee
<input checked="" type="checkbox"/> Mayor/Alderman Representative	Walden, Tennessee

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