

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



MINUTES

DECEMBER 18, 2012 1:30 P.M. (EASTERN)

DEVELOPMENT RESOURCE CENTER
1250 MARKET STREET
CHATTANOOGA, TN

MEETING CALLED BY	Chairman Manuel Rico
TYPE OF MEETING	Executive Board
FACILITATOR	Ms. Karen Rennich, Chattanooga-Hamilton County Regional Planning Agency (RPA)
NOTE TAKER	Ms. Rozanne Brown, RPA
QUORUM	Yes
ATTENDEES	See Quorum Sheet Attached

ANNOUNCEMENTS	
PUBLIC COMMENTS	Handouts: Sample Designee Letter; 2013 TPO Meetings Calendar; The Transportation Planning Process Key Issues, A Briefing Book for Transportation Decisionmakers, Officials, and Staff.
OTHER ITEMS OF IMPORTANCE	Chairman Manuel Rico welcomed and thanked everyone for attending. New TPO Executive Board Designees (Lisa Maragnano, CARTA; Randall Smith, City of Red Bank; and Bill Trohanis, Town of Walden) were present, and introductions were made by each Executive Board Member and Designee.

Agenda Topics

ITEM #1. APPROVAL OF THE OCTOBER 16, 2012 TPO
EXECUTIVE BOARD MEETING MINUTES

CHAIRMAN MANUEL RICO
CHATTANOOGA CITY COUNCIL
REPRESENTATIVE

DISCUSSION		
	There being no discussion or changes submitted, a vote was taken and the minutes were approved.	
CONCLUSIONS		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approval of the October 16, 2012 TPO Executive Board Meeting Minutes.		
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #2. APPROVE BY RESOLUTION PROJECT(S) PROPOSED BY THE SELECTION COMMITTEE FOR FEDERAL TRANSIT ADMINISTRATION SECTION 5307 FEDERAL FUNDS OF THE JOB ACCESS AND REVERSE COMMUTE (JARC) PROGRAM AND SECTION 5310 FEDERAL FUNDS OF THE NEW FREEDOM PROGRAM:

**MS. SUE KNAPP
RPA STAFF**

- **JARC: CARTA/SETHRA- JOB ACCESS SERVICE**
- **NF: CARTA/SETHRA/STS- MOBILITY MANAGEMENT POSITION AND STAFF FUNDING**
- **NF: STS- BE-MOBILE VOUCHERS**

DISCUSSION		
<p>Ms. Sue Knapp said that there have been discussions during the past year regarding the Job Access and Reverse Commute program that provides transportation services to jobs and employment-related activities for low-income individuals, and for the New Freedom program which connects disabled individuals to transportation options. Ms. Knapp said that, following a "request for proposals," a Selection Committee recommended funding the programs as outlined in the Resolution contained in the meeting packet, and she recapped each program in detail.</p> <p>There being no questions or discussion, a motion was made to Approve by Resolution Project(s) Proposed by the Selection Committee for Federal Transit Administration Section 5307 Federal Funds of the Job Access and Reverse Commute (JARC) Program and Section 5310 Federal Funds of the New Freedom Program:</p> <ul style="list-style-type: none"> • JARC: CARTA/SETHRA- Job Access Service • NF: CARTA/SETHRA/STS- Mobility Management Position and Staff Funding • NF: STS- Be-Mobile Vouchers 		
CONCLUSIONS		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
<p>Approve by Resolution Project(s) Proposed by the Selection Committee for Federal Transit Administration Section 5307 Federal Funds of the Job Access and Reverse Commute (JARC) Program and Section 5310 Federal Funds of the New Freedom Program:</p> <ul style="list-style-type: none"> • JARC: CARTA/SETHRA- Job Access Service • NF: CARTA/SETHRA/STS- Mobility Management Position and Staff Funding • NF: STS- Be-Mobile Vouchers 	<p>Mr. Steve Leach City of Chattanooga</p>	<p>Mr. Randall Smith City of Red Bank</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #3. APPROVE BY RESOLUTION FOR CHATTANOOGA-HAMILTON COUNTY / NORTH GEORGIA TRANSPORTATION PLANNING ORGANIZATION MEMORANDUM OF UNDERSTANDING (MOU) RELATIVE TO THE CATOOSA COUNTY, GEORGIA PORTION OF THE DALTON-WHITFIELD COUNTY URBANIZED AREA (UZA)

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
<p>Ms. Karen Rennich said that the Urbanized Areas resulting from the 2010 Census were released earlier this year. Referring to a map being projected and a portion shown in blue extending into Catoosa County, Ms. Rennich said that the majority of the Urbanized Area of Catoosa County is part of the Chattanooga, TN/GA Urbanized Area boundary. However, a portion of the Urbanized Boundary established for the Greater Dalton MPO extends into the southeast portion of Catoosa County. Prior agreements (2002 and 2004) between the Chattanooga-Hamilton County / North Georgia TPO and Greater Dalton MPO state that the Chattanooga-Hamilton County / North Georgia TPO will administer the transportation planning process for the Dalton, GA Urbanized Area extending into Catoosa County. The agreement update (continuing this agreement) being presented today for approval has been signed by the Chairman of the Whitfield County Board of Commissioners and Chairman of the Greater Dalton MPO Technical Coordinating Committee. Ms. Rennich said that Mr. Mike Helton, Catoosa County Manager, is comfortable with and supports the continuation of this agreement. Staff may look into an extension of the Transportation Planning Boundary into Catoosa County, and is very interested in continuing to provide good transportation planning services for Catoosa County.</p> <p>There being no questions or discussion, a motion was made to approve by Resolution for Chattanooga-Hamilton County / North Georgia Transportation Planning Organization Memorandum of Understanding (MOU) Relative to the Catoosa County, Georgia Portion of the Dalton-Whitfield County Urbanized Area (UZA), seconded, and the motion carried.</p>		
CONCLUSIONS		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approve by Resolution for Chattanooga-Hamilton County / North Georgia Transportation Planning Organization Memorandum of Understanding (MOU) Relative to the Catoosa County, Georgia Portion of the Dalton-Whitfield County Urbanized Area (UZA).	Mr. Radney Simpson Georgia Department of Transportation	Ms. Honna Rogers Town of Signal Mountain
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Staff may look into an extension of the Transportation Planning Boundary into Catoosa County.	Ms. Karen Rennich	

DISCUSSION

Ms. Karen Rennich said this action has been triggered by the newly released 2010 Census (discussed in Item #3 above). She said that Staff received the new Urbanized Area Boundary and, as part of the process, there is an opportunity for the TPO to adjust (or smooth) the Urbanized Area Boundary, which has been started in North Georgia, and will begin for Tennessee in January 2013. Boundaries are adjusted to smooth out geographic irregularities, maintain administrative continuity, and encompass fringe areas having residential, commercial, industrial, and/or national defense significance. These changes are usually minor and used for transportation planning to adjust the Highway Functional Classification System of Streets after data reporting. GDOT reviewed the suggested boundary provided to them by our Staff after discussions with the TPO North Georgia partners. In light of GDOT's review of all of the state-wide boundaries, GDOT responded with a second proposed (revised) boundary (shown in light pink on the meeting packet map). Ms. Rennich said that Catoosa and Walker County representatives confirmed that they are comfortable with this second proposed boundary. Ms. Rennich said that, since Dade County did not have a representative present at this meeting, she would convey today's discussion and any action taken to them. Ms. Rennich said that representatives of Dade County said to the TPO Staff and also in the November 13, 2012 TPO Technical Coordinating Committee (TCC) meeting that they are not comfortable with the Census Urban designation, but they understand that there are guidelines to follow and why this adjustment is being done. Referring to the map, Ms. Rennich said that Dade County representatives agree with an expansion to the Interstate and picking up the interchange on Interstate 24. A change had been a long extension of the Urbanized Boundary along the top of Lookout Mountain, Georgia and, originally, Staff had recommended following the Urbanized Boundary. However, for continuity and to meet Federal Highway guidelines, GDOT is recommending that another small portion along the top of the mountain (*Lookout Mountain, GA*) indicated on the map be included. This recommended change for Dade County has been communicated to Dade County representatives, but just prior to this meeting, Ms. Rennich had not received a response from Dade County representatives. Ms. Rennich said that, according to GDOT, this is their proposal as long as it is contiguous, and they do understand the concerns of Dade County Representatives about the Urban designation, while also following the Federal Highway guidelines. Ms. Rennich thanked Mr. Dave Cox and Ms. Krystal Harris of GDOT for their assistance in this matter, for their understanding of the concerns expressed by Dade County representatives, and the need for balancing with Federal Highway guidelines.

Ms. Rennich said that this Resolution is to approve the North Georgia Adjusted Urbanized Boundary with a note that discussions will continue with representatives of Dade County regarding the relatively small portion of the top of Lookout Mountain, Georgia, which was included in the 2000 Urbanized Boundary (and is currently a part of that Adjusted Urbanized Boundary).

There being no questions or discussion, a motion was made to approve the North Georgia Adjusted Urbanized Boundary with discussions to continue with representatives of Dade County regarding the relatively small portion of the top of Lookout Mountain, Georgia, which was included in the 2000 Urbanized Boundary (and is currently a part of that Adjusted Urbanized Boundary), seconded, and the motion carried.

CONCLUSIONS

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
Approve by Resolution the North Georgia Adjusted Urbanized Boundary with discussions to continue with representatives of Dade County regarding the relatively small portion of the top of Lookout Mountain, Georgia, which was included in the 2000 Urbanized Boundary (and is currently a part of that Adjusted Urbanized Boundary).	Ms. Honna Rogers	Mr. Radney Simpson
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Discussions will continue with representatives of Dade County regarding the relatively small portion of the top of Lookout Mountain, Georgia, which was included in the 2000 Urbanized Boundary (and is currently a part of that Adjusted Urbanized Boundary).	Ms. Karen Rennich	

ITEM #5. APPROVE BY RESOLUTION A CONTRACTUAL AGREEMENT WITH RIDESHARK AS A CHOSEN VENDOR FOR THE IMPLEMENTATION OF THE CHATTANOOGA AREA GREEN TRIPS WEB-BASED TRANSPORTATION PROGRAM FOR A PERIOD OF ONE YEAR WITH OPTIONAL ONE YEAR EXTENSIONS FOR UP TO THREE YEARS

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION
<p>Ms. Melissa Taylor said that TDOT expanded their state-wide Congestion Mitigation and Air Quality program about three years ago, providing an opportunity for the TPO to submit an application for this education and encouragement program. The program encourages people to think about alternative types of work styles including telecommuting, ride sharing, carpooling, biking and walking, and includes an incentives based program to encourage the use of transportation alternatives. The Chattanooga-Hamilton County Regional Planning Agency was awarded \$600,000 in 2011 to implement the three-year pilot project. In 2012, following a selection process (overview shown in the meeting packet), the TPO Green Trips Selection Sub-Committee recommended the preferred vendor, RideShark, and this vendor was recommended for approval by the TPO Technical Coordinating Committee (TCC) on November 13, 2012. Ms. Taylor said that all of the information had been provided to the TPO members, and that the Resolution was coming before the TPO Executive Board for approval at this meeting so that the Chattanooga-Hamilton County Regional Planning Agency could enter into a contractual agreement (<i>for a period of one year with optional one year extensions for up to three years</i>) with the preferred vendor (<u>RideShark</u>).</p> <p>Ms. Taylor introduced Ms. Jenny Park (a new Staff member and the Green Trips Program Coordinator) who will implement the project over the next three years. Ms. Taylor said that Ms. Betsy Evans, Strategic Long-Range Transportation Senior and Air Quality Planner, will provide contract oversight, look at the air quality emissions reduction portion of the program, and do the reporting for the grant.</p>

There being no further questions or comments, a **motion was made to Approve by Resolution a Contractual Agreement with RideShark as a Chosen Vendor for the Implementation of the Chattanooga Area Green Trips Web-based Transportation Program for a Period of One Year with Optional One Year Extensions for up to Three Years, seconded, and the motion carried.**

CONCLUSIONS		
<p>Ms. Taylor introduced Mr. Jim Frierson, a member of the Chattanooga Green Committee that led development of the Chattanooga Climate Action Plan. Mr. Frierson said that the Green Committee made at least three or four recommendations similar to those contained in this Green Trips program including intermodal transportation, use of incentives, and reduction of vehicle miles traveled (the core of this Green Trips program). Following a conversation with the President of RideShark, Mr. Frierson said that it is his opinion that the right vendor has been selected, that this vendor will look at Chattanooga as a test bed for doing things that will take this program to the next level, and that this community is capable of doing so. Mr. Frierson said that this Green Trips program is not just an urban solution for high-density areas, but those individuals who prefer to telecommute from their home office in any of the unincorporated areas will find employer-based incentives for themselves in the program. Mr. Frierson said that he believes the Green Trips program will get off to a good start, hopefully in Spring 2013.</p>		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
<p>Approve by Resolution a Contractual Agreement with RideShark as a Chosen Vendor for the Implementation of the Chattanooga Area Green Trips Web-based Transportation Program for a Period of One Year with Optional One Year Extensions for up to Three Years.</p>	<p>Mr. Steve Leach</p>	<p>Commissioner Chester Bankston Hamilton County</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #6. 2012 PRIORITY LIST OF PROJECTS FOR TDOT – REVIEW AND RANKING

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION
<p>Ms. Melissa Taylor said that annually TDOT provides the TPO with a list of projects that are already in some phase of the process, and the TPO Executive Board is requested to provide a prioritized ranking to TDOT. A recommended ranking for the this year’s list was done by the TPO TCC on November 13, 2012 <i>(resulting in a tie for the #2 project priority on the list as shown on the enclosed TCC ranking sheet, with no #3 project priority on the list)</i>. The TDOT list and TCC recommended ranking of November 13, 2012 were provided to the TPO Executive Board members for consideration prior to today’s meeting. Ms. Taylor said that the TPO Executive Board could either accept the TCC’s recommended ranking and submit it to TDOT, or rank the list themselves and submit (with results being presented back to the Executive Board prior to the end of the meeting).</p> <p>Mr. Ted Rogers, City Manager, City of Collegedale, inquired whether or not the \$2.5M Estimated Cost shown for the SR-317 / (Apison Pike); Intersection at Old Lee Hwy to SR-321 (Ooltewah-Ringgold Road) project was correct or perhaps an error (and possibly a \$25M project). If in error, Mr. Rogers inquired whether or not this should affect the ranking being done at the meeting. Mr. Rick Pack of TDOT (present at the meeting) said that this is an estimated \$27M project. Ms. Taylor said that it is her understanding that the list was presented to the TCC to rank the “projects” themselves and not to rank the list according to dollars that were being provided for information purposes only, and she would confirm with TDOT that her understanding is correct. Ms. Taylor said that there is another question regarding the dollar amount (\$50M) being shown for the Interchange at I-24, which is possibly not the correct amount of funds for the PE phase of this project, and she will follow with TDOT regarding both of these project estimated costs.</p>

To provide a better understanding of the local perspective and priorities to TDOT, a motion was made by Mr. Bob Colby, Chattanooga-Hamilton County Air Pollution Control Bureau, to break the "tie" in the ranking of the 2012 Priority List of Projects for TDOT as recommended by the TPO TCC on November 13, 2012 with the SR-317 / (Apison Pike); Intersection at Old Lee Hwy to SR-321 (Ooltewah-Ringgold Road) project being ranked by the TPO Executive Board as the #2 priority on the list, and the I-24 / North of I-24 to South of Tennessee River Bridge (Additional Lanes) project being ranked by the TPO Executive Board as the #3 priority on the list, seconded by Ms. Honna Rogers, Town of Signal Mountain, and there being no further discussion, the motion to carried.

A motion was made by Mr. Steve Leach, City of Chattanooga, to approve and submit to TDOT the November 13, 2012 TPO TCC recommended ranking for the 2012 Priority List of Projects for TDOT as amended in the preceding motion (tie being broken in the November 13, 2012 TPO TCC recommended ranking of the list), seconded by Mr. Todd Leamon, Hamilton County, and there being no further discussion, the motion carried.

Ms. Taylor said that the second part of this item is the Local Write-In Projects List (additional considerations) contained in the meeting packet in ranked order as recommended by the TPO TCC on November 13, 2012 with a higher number of TCC votes equaling a higher priority. Ms. Taylor said that, in the past, the "write-in" projects which were provided to TDOT by the TPO members on a blank sheet (those projects felt by the TPO to be of importance to the region and warrant additional considerations) became a "wish list" because they were not in the TPO's Transportation Plan and could not move forward. This year, TPO members were being provided with the actual list of projects currently in the Transportation Plan minus those projects already on the state's Priority List (see the meeting packet). Ms. Taylor said that the recommended ranking (*by the TPO TCC on November 13, 2012*) was given to the TPO Executive Board members prior to today's meeting, and it was being presented to the TPO Executive Board members at this meeting who could choose not to submit the list to TDOT, to accept the TPO TCC's recommended ranking and submit the list to TDOT, or to re-rank the list themselves and submit.

Ms. Honna Rogers inquired whether or not TDOT would move on to the projects on this Local Write-In Projects List if all of the projects on the 2012 Priority List of Projects for TDOT were completed. Ms. Taylor said that she could not speak for anyone else, but that this Local Write-In Projects List is a way for the state to be made aware of projects which are in the current Transportation Plan and not on the state's docket, but which the TPO members would like to have on the state's docket and are of interest to our area. Ms. Taylor said that, as long as a project is in the current Transportation Plan and is in the proper place (*phase*), it is possible that a project on this list could move forward.

Responding to an inquiry by Mr. Hardie Stulce, City Manager, City of Soddy-Daisy, Ms. Taylor said that a project cannot be written into the Local Write-In Projects List unless it is already in the current Transportation Plan. This is because these Local Write-In Projects are moving forward in the Transportation Improvement Program (TIP) and must, therefore, already be in the Transportation Plan. Ms. Taylor said that the place to submit new projects for consideration is in the Transportation Plan.

Following an inquiry by Mr. Bob Colby regarding the availability of funding for any of the Local Write-In Projects, Ms. Taylor offered the Bonny Oaks project as an example of a project that was not originally on the state's list as provided to the TPO, but which was in the TPO Transportation Plan as an additional consideration project, and ranked as an additional consideration on a Local Write-in Projects List. After a letter was written to TDOT, the Bonny Oaks project appeared on this year's state list (as shown in the meeting packet).

Ms. Angie Midgett, TDOT, said that TDOT is always interested in what the regional TPO considers to be the priorities in the area, and that it is perfectly fine for this list (*Local Write-In Projects*) to be submitted to TDOT by the TPO members. However, Ms. Midgett said that she cannot say that TDOT will consider funding these projects in the next fiscal year, or several future fiscal years, but TDOT does want to receive the TPO's priorities.

A motion was made to submit the *Local Write-In Projects List* to TDOT as ranked by the TPO TCC on November 13, 2012, seconded, and there being no further discussion, the motion carried by majority with a "no" vote being cast by Mr. Hardie Stulce, City Manager, City of Soddy-Daisy.

CONCLUSIONS

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
<p>Motion was made to break the "tie" in the ranking of the 2012 Priority List of Projects for TDOT as recommended by the TPO TCC on November 13, 2012 with the SR-317 / (Apison Pike); Intersection at Old Lee Hwy to SR-321 (Ooltawah-Ringgold Road) project being ranked by the TPO Executive Board as the #2 priority on the list, and the I-124 / North of I-24 to South of Tennessee River Bridge (Additional Lanes) project being ranked by the TPO Executive Board as the #3 priority on the list, seconded, and there being no further discussion, the motion carried.</p>	<p>Mr. Bob Colby Chattanooga-Hamilton County Air Pollution Control Bureau</p>	<p>Ms. Honna Rogers</p>
<p>Motion was made to approve and submit to TDOT the November 13, 2012 TPO TCC recommended ranking for the 2012 Priority List of Projects for TDOT as amended in the preceding motion (tie being broken in the November 13, 2012 TPO TCC recommended ranking of the list), seconded, and there being no further discussion, the motion carried.</p>	<p>Mr. Steve Leach</p>	<p>Mr. Todd Leamon</p>
<p>Motion was made to submit the <i>Local Write-In Projects List</i> to TDOT as ranked by the TCC on November 13, 2012, seconded, and there being no further discussion, the motion carried by majority with a "no" vote being cast by Mr. Hardie Stulce, City Manager, City of Soddy-Daisy.</p>	<p>Mr. Steve Leach</p>	<p>Mr. Todd Leamon</p>

STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #7. 2040 REGIONAL TRANSPORTATION PLAN

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION
<ul style="list-style-type: none"> • Public Engagement Summary • Revised Schedule • January - Performance Measures Workshop w/ CAC & CTT • February - Leadership Symposium & Public Open House • April - Third Round of Public Workshops • Travel Demand Model Update • Land Use Growth Scenarios <p>Ms. Melissa Taylor provided a status update on the progress of the 2040 Regional Transportation Plan (RTP), that many TPO members have participated in different related activities over the past several months, and there will be opportunities for others (including new TPO members) to become involved going forward for almost another year. Ms. Taylor said that the TPO TCC and TPO Executive Board members requested an overall summary of the public involvement process (Committee Meetings, Leadership Symposium and Public Workshops), and this information was included in the meeting packet. Ms. Taylor said that the original “call for projects” for the RTP was closed and that information was included in the packet. These are projects of interest to the TPO membership and sponsors who will be implementing them over the next several years. However, Ms. Taylor said that there will be further opportunity to discuss projects for the RTP.</p> <p>Ms. Taylor said that, in lieu of a January 2013 TPO TCC meeting, an all-day RTP Workshop (including Committee members) will be held on Tuesday, January 29, 2013. In the morning, the workshop will address the Community, Community to Region, and Region to Region scales (previously discussed by the TPO members and contained in the meeting packet), the “Performance Measures” associated with each scale, and how to better address projects for the Communities and Region. Lunch will be served, and the afternoon session will address the Transportation Improvement Program (TIP).</p> <p>Ms. Taylor said that the revised RTP Plan Schedule (included in the meeting packet) indicates that some deadlines have been moved out to later January for the TPO members to review draft parts of the RTP as the document develops (possibly by link with the opportunity to offer comments and submit questions). Arrows at the bottom of the revised schedule relate to the next set of Committee Meetings, the second Leadership Symposium in February 2013 involving Hamilton County and North Georgia participants as a team (which will differ from the first Leadership Symposium focusing more on the projects and Performance Measures while moving toward project selection and overall key themes of the RTP), and another Public Open House. There will be a third round of Public Workshops in April 2013.</p> <p>Regarding the Travel Demand Model, Ms. Yuen Lee said that she is communicating with TDOT regarding a few questions, and that Land Use Growth Scenarios will be addressed later (possibly during the January 29, 2013 workshop).</p>

CONCLUSIONS		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
No Formal Action Required.		
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
TPO Staff will provide additional information to everyone regarding the January 29, 2013 all-day RTP Workshop.	Ms. Melissa Taylor	
Staff will provide additional information regarding the Travel Demand Model and Land Use Growth Scenarios (possibly at the January 29, 2013 all-day RTP Workshop).	Ms. Yuen Lee	

ITEM #8. TRANSPORTATION ALTERNATIVES – TENNESSEE AND GEORGIA

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION
<p>Ms. Melissa Taylor said that the way the new federal legislation, “Moving Ahead for Progress in the 21st Century” (MAP-21), handles the Enhancement Program is significantly different than how it was handled under past legislation, especially for MPO areas. In the past, jurisdictions and local project sponsors were able to submit an application to the state and compete for state-wide funds. The Tennessee Riverwalk is a notable example in our area that has been funded several times through state-wide Enhancement Program funds. Under MAP-21, a designated amount of money will be allocated to this TPO area for the Enhancement Program (<i>now part of Transportation Alternatives</i>). This is similar to the way Surface Transportation Program (STP) funds are allocated which has a project selection process and is done along with the 4-year TIP. Staff expects the Transportation Alternatives Program (TAP), which is a direct allocation, to run in a similar manner as the STP and be programmed for the four-year TIP. Ms. Taylor said that there will be a “call for projects” for both of those funding programs (<i>STP and TAP</i>), with the statement that there will be a call for projects for the development of the new TIP (slated for late January 2013). Eligibility will be looked at under TAP, and the jurisdictions/project sponsors will know which projects are eligible under TAP. There will be a selection process for each program (STP and TAP). This TPO area has typically seen \$1-2M in dollars for projects under the Enhancement Program funds. The allocation under MAP-21 is less than \$400,000 annually (Tennessee portion). However, Ms. Taylor said that, if no projects are submitted which meet the amount of available money, it may be possible to program funds with another year (resulting in \$700-800,000 being available); however, this remains to be seen.</p>

A TPO TIP Selection Sub-Committee is already established and Ms. Taylor said that new Selection Sub-Committees will be needed for the STP and TAP selection processes. She encouraged TPO members to participate in any of the Sub-Committees and said that, since the TAP is associated with reducing air quality emissions and providing multimodal functionality, Staff would like to have more participation by "livability" advocates (possibly members of the Bicycle & Pedestrian Task Force and Green Trips Committee). Staff will send more information to everyone involved regarding the Selection Sub-Committees, and they will be part of the discussion at the January 29, 2013 all-day RTP Workshop.

Ms. Taylor said that the states have some flexibility in how the Transportation Alternatives funds are handled under MAP-21, and she is waiting to hear from the State of Georgia. The exact amount of the allocation for the Georgia portion is being determined by GDOT.

CONCLUSIONS

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
No Formal Action Required.		
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Staff will send more information to everyone involved regarding the Selection Sub-Committees and they will be part of the discussion at the January 29, 2013 all-day RTP Workshop.	Ms. Melissa Taylor	
Staff will provide information to the TPO members regarding the Transportation Alternatives Program for the State of Georgia (program and allocation).	Ms. Melissa Taylor	

ITEM #9. OFFICIAL NOTICE OF 2012 ANNUAL OBLIGATED LIST OF PROJECTS FOR LOCAL AND STATE GOVERNMENTS WITHIN THE TPO AREA (TENNESSEE, GEORGIA, AND CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY [CARTA])

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		
<p>Ms. Betsy Evans was unable to attend the meeting, and Ms. Melissa Taylor said that the TPO is required each year to publish the Annual Obligated List of Projects for Local and State Governments Within the TPO Area (TN GA and CARTA) to the TPO TCC, TPO Executive Board, and to the public (projects are in the TIP). Obligation means that the project has been deducted from the bank accounts of the states, and that the money was approved to be spent on the phases of those projects. Ms. Taylor said that this is the official notice to the TPO and to the public, a link to the 2012 Annual Obligated List of Projects has been sent to TPO members, and a copy of the document was included in the meeting packet. Ms. Taylor congratulated the jurisdictions for getting projects moving in their area (totaling \$3.5M STP for this TPO).</p>		
CONCLUSIONS		
<p><i>Official notice of the 2012 Annual Obligated List of Projects was posted in six area newspapers (Tennessee and Georgia) on December 2, 2012 (English and Spanish), and posted on the RPA website (www.chcrpa.org/tpo.htm).</i></p>		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
No Formal Action Required.		
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #10. TDOT REVISED GUIDELINES – DEVELOPMENT OF LOCALLY SELECTED HIGHWAY PROJECTS OFF THE STATE ROUTE HIGHWAY SYSTEM (NOVEMBER 20, 2012 TDOT LETTER)

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		

Ms. Melissa Taylor said that TPO Staff received a letter from TDOT stating that, in order to be more effective in doing their job (both in their Nashville Headquarters and in the Regions), TDOT re-evaluated the level of assistance they will give to local agencies for local projects. Effective October 1, 2012, TDOT will review all requests received from jurisdictions, and TDOT will not manage local projects when the jurisdiction has the ability to manage their own projects. In the past, TDOT has managed the local projects if requested to do so by a jurisdiction.

Ms. Angie Midgett, TDOT, said that TDOT recently reviewed the manpower required to manage both TDOT's projects and the projects that local jurisdictions had asked TDOT to manage, and it required a lot of manpower to do both. Commissioner John Schroer made the decision that TDOT will no longer manage projects presented to TDOT by the local jurisdictions, as long as the jurisdiction is fully staffed and equipped to manage their projects. If the jurisdiction is not staffed and is unable to manage their projects, TDOT will still provide oversight in the development of the projects according to the Local Government Guideline Manual. Ms. Midgett said that this change will provide TDOT with the manpower to better manage their own projects, and allow the jurisdictions to manage local projects on their timeline.

Ms. Midgett said that the TDOT contact is Ms. Teresa Estes at 615-741-5329 or by email at Teresa.Estes@tn.gov.

CONCLUSIONS

See copy of letter dated November 20, 2012 from TDOT Commissioner John C. Schroer contained in the meeting packet (Item #10).

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

**MS. KAREN RENNICH
RPA STAFF**

ITEM #11. STAFF REPORTS

DISCUSSION
<p>Ms. Karen Rennich said that verbal Staff Reports are given selectively by TPO Staff or when questions occur. Staff Report details and contacts contained in the packet included:</p> <ul style="list-style-type: none"> • Notice of 2011-2014 TIP Adjustments/Modifications • GDOT Complete Streets Policy • 2013 TPO Meetings Calendar • Project Fact Sheet – Central Avenue Extension (6 November 2012) • State Route 8 – (US-127: from State Route 27 to Palisades Drive (Signal Mountain Blvd)) • 2013 Safe Routes to School Application Deadline (January 15, 2013)

Ms. Rennich called everyone's attention to the January 15, 2013 deadline for the 2013 Safe Routes to School applications. See the meeting packet for details (Item #11). *The TDOT contact is Ms. Diana Benedict at 615-253-2421, or email Diana.Benedict@tn.gov.*

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

ITEM #12. PUBLIC COMMENTS AND OTHER ITEMS OF IMPORTANCE **MS. KAREN RENNICH**
RPA STAFF

DISCUSSION		
<p>Ms. Rennich welcomed and introduced Mr. Bill Harmon, Executive Director of Southeast Tennessee Human Resource Agency (SETHRA), who was in attendance at the meeting.</p> <p>The next meeting of the TPO Executive Board is February 19, 2013. The January 8, 2013 TPO Technical Coordinating Committee (TCC) is <u>cancelled</u>.</p>		
CONCLUSIONS		
There being no further discussion, the meeting was adjourned by Chairman Rico with Best Wishes to everyone for the Holidays and the New Year.		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
No Formal Action Required.		
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

TPO Executive Board Meeting

Role Call: December 18, 2012

- | | |
|---|--|
| <input checked="" type="checkbox"/> Governor | State of Tennessee |
| <input checked="" type="checkbox"/> Commissioner | Georgia Department of Transportation |
| <input checked="" type="checkbox"/> Mayor | City of Chattanooga |
| <input checked="" type="checkbox"/> Elected Representative | Chattanooga City Council |
| <input checked="" type="checkbox"/> County Mayor | Hamilton County |
| <input checked="" type="checkbox"/> Elected Representative | Hamilton County Commission (209-7202) |
| <input type="checkbox"/> Elected Official | North Georgia Legislative Delegation |
| <input type="checkbox"/> Elected Official | Catoosa, Dade, Walker Counties, Georgia |
| <input checked="" type="checkbox"/> Chairman of the Board | Tennessee Legislative Delegation, Hamilton County, Tennessee |
| <input type="checkbox"/> Chairman of the Board | Chattanooga Area Regional Transportation Authority |
| <input checked="" type="checkbox"/> Director | Chattanooga Metropolitan Airport Authority |
| <input type="checkbox"/> Elected Representative | Chattanooga-Hamilton Co. Air Pollution Control Bureau |
| <input checked="" type="checkbox"/> Elected Representative | Dade County, Georgia Government |
| <input checked="" type="checkbox"/> Elected Representative | Walker County, Georgia Government |
| <input type="checkbox"/> Mayor/Commission Representative | Catoosa County, Georgia Government |
| <input checked="" type="checkbox"/> Mayor/Commission Representative | Chickamauga, Georgia |
| <input checked="" type="checkbox"/> Mayor/Council Representative | Collegedale, Tennessee |
| <input checked="" type="checkbox"/> Mayor/Commission 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 checked="" type="checkbox"/> Mayor/Commission Representative | Lookout Mountain, Tennessee |
| <input type="checkbox"/> Mayor/Commission Representative | Red Bank, Tennessee |
| <input type="checkbox"/> Mayor/Commission Representative | Ridgeside, Tennessee |
| <input type="checkbox"/> Mayor/Commission Representative | Ringgold, Georgia |
| <input checked="" type="checkbox"/> Mayor/Council Representative | Rossville, Georgia |
| <input checked="" type="checkbox"/> Mayor/Commission Representative | Signal Mountain, Tennessee |
| <input checked="" type="checkbox"/> Mayor/Alderman Representative | Soddy-Daisy, Tennessee |
| | Walden, Tennessee |

17 

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