



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

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

MINUTES

NOVEMBER 3, 2015 1:30 P.M. (EASTERN)

MEETING CALLED BY	CHAIRMAN JOHN BRIDGER
TYPE OF MEETING	TECHNICAL COORDINATING COMMITTEE (TCC)
FACILITATOR	Ms. Karen Rennich, Deputy Director, Regional Planning Agency (RPA)
NOTE TAKER	Ms. Rozanne Brown, RPA
QUORUM	Present
ATTENDEES	See Attachment

ANNOUNCEMENTS	
PUBLIC COMMENTS	
OTHER ITEMS OF IMPORTANCE	Handouts: Chattanooga-Hamilton County Data Collection Phase II Draft Report (October 27, 2015 by Cambridge Systematics, Inc.); Design of Modern Roundabouts (11/20/15 Nashville); Traffic Access Management (12/15/15 Knoxville); 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); 2040 RTP Executive Summary; Sample TPO Executive Board Designee Letter; Limited English Proficiency (LEP) and RPA TITLE VI Packet; 2015 and 2016 TPO TCC & Executive Board Meeting Calendars

Agenda Topics

ITEM #1. APPROVAL OF THE JULY 7, 2015 TPO TECHNICAL COORDINATING COMMITTEE MEETING MINUTES

CHAIRMAN JOHN BRIDGER

DISCUSSION	Chairman John Bridger called the meeting to order, welcomed everyone, called for introductions and then questions/comments regarding Item #1, or 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 THE JULY 7, 2015 TPO TECHNICAL COORDINATING COMMITTEE MEETING MINUTES	Ms. Janice Cagle City of Soddy-Daisy	Mr. Blythe Bailey City of Chattanooga
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #2. APPROVE BY RESOLUTION AN AMENDMENT TO THE TPO TECHNICAL COORDINATING COMMITTEE BY-LAWS REGARDING REPRESENTATION

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
<p>Ms. Karen Rennich said that this item was discussed at the July 7, 2015 TPO TCC meeting and, as stated by the TPO TCC By-Laws, a change to the TPO TCC By-Laws must be presented for consideration at a TCC meeting with voting being deferred until a subsequent meeting. She said that the action being proposed today was to amend the TPO TCC By-Laws with two changes regarding TPO TCC representation:</p> <p><u>Georgia Advisory Committee</u> – In April 2015, the GAC dissolved the existing GAC By-Laws due to a change in GAC structure, and there was no further need to have a GAC Chairman position as currently stated in the TPO TCC By-Laws. The amendment today changes the GAC reference from Chairman to Representative of the GAC in the TPO TCC By-Laws. Once this change is made, the GAC will designate a Representative to the TCC.</p> <p><u>Railroad Authority</u> – The TPO TCC By-Laws currently reference the Tennessee Valley Railroad Authority (also previously referenced as Tennessee Valley Railroad Museum). Ms. Rennich said that it appears the intent is to have a member of the Hamilton County Railroad Authority (whose Board includes the Hamilton County Mayor, City of Chattanooga Mayor, and Chamber of Commerce CEO) as a member of the TCC, and at the TPO TCC meeting on July 7, 2015, the TPO Staff was requested to:</p> <ol style="list-style-type: none"> (1) confirm whether or not the Tennessee Valley Railroad Authority exists, and (2) confirm that all parties are clear and that there is no issue with these two entities (Tennessee Valley Railroad Authority and Tennessee Valley Railroad Museum) with the TCC By-Laws change being proposed today <p>TPO Staff has confirmed with Mr. Tim Andrews (Director of the Hamilton County Railroad Authority) that all parties involved are clear, that there is no issue with the Tennessee Valley Authority (the entity does not exist) or the Tennessee Valley Railroad Museum (of which Mr. Tim Andrews is President) with this change in TCC representation to the Director of the Hamilton County Railroad Authority. Ms. Rennich said that Mr. Andrews supports this change and he would like to be more active in the TCC once his role is clarified.</p> <p>The proposed changes in the TPO TCC By-Laws are:</p> <p><u>Current Representative</u> Chairman – Georgia Portion, Georgia Advisory Committee Representative – Tennessee Valley Railroad Authority</p> <p><u>Proposed Representative</u> Representative – Georgia Advisory Committee Director – Hamilton County Railroad Authority</p> <p>Ms. Rennich inquired if there were questions or comments, and there being none, Chairman Bridger called for a motion.</p>		
<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 AN AMENDMENT TO THE TPO TECHNICAL COORDINATING COMMITTEE BY-LAWS REGARDING REPRESENTATION AS PRESENTED</p>	<p>Mr. John Naylor Chattanooga Metropolitan Airport Authority</p>	<p>Mr. Ryan Walker Georgia Department of Transportation</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #3. APPROVE FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT (TN PORTION)

**MS. MELISSA TAYLOR
RPA STAFF**

- **ADD TAP PROJECT LAKESITEPED (PEDESTRIAN ENHANCEMENT PROJECT) - CITY OF LAKESITE**
- **ADD TAP PROJECT CHATTCAINELN (CAINE LANE GREENWAY CONNECTOR) - CITY OF CHATTANOOGA**
- **REVISE TERMINI AND FISCAL YEAR FOR PROJECT SR58 – CITY OF CHATTANOOGA**
- **ADD FLAP FUNDS FOR PROJECT #MANUFACT/HAMM – CITY OF CHATTANOOGA**

DISCUSSION		
<p>Ms. Melissa Taylor said that she was presenting this item today since Ms. Betsy Evans is on leave of absence.</p> <p>Ms. Taylor said that two of today's TIP amendment projects were as a result of the TDOT Transportation Alternatives Program (TAP) grant awards to the City of Chattanooga and the City of Lakesite (Caine Lane Greenway Connector and Pedestrian Improvement Project, respectively), and that funds were being added to the 2014-2017 TIP for these projects. Ms. Taylor said that any federal funds must be in the TIP prior to the start of a project, and the IAC approved these projects are exempt for Transportation Conformity on October 5, 2015.</p> <p>A TIP amendment was also included to shift funds between phases for the City of Chattanooga SR-58 Bike/Ped Facilities Phase II (revising termini and fiscal year). The IAC concurred this project is exempt from Transportation Conformity on October 23, 2015.</p> <p>Today's action also includes an amendment to the City of Chattanooga's bike/ped facilities project along Manufacturers Road and Hamm Road for recently awarded Federal Lands Access Program (FLAP) funds. Ms. Taylor said that today's approval of this TIP amendment is contingent upon IAC concurrence that the project is exempt from Transportation Conformity on or before the end of today, November 3, 2015. Ms. Taylor said that she did not expect any issues with concurrence, as she has already heard from a number of the IAC members.</p> <p>The old and new TIP pages for these TIP amendments were included in the meeting packet, except for the TAP projects which have only NEW pages.</p> <p>Ms. Taylor said that today's TCC action opens the public comment period for this TIP amendment, and the final opportunity to comment will be during the December 15, 2015 TPO Executive Board meeting, which will serve as the public meeting for this TIP amendment. Ms. Karen Rennich confirmed that December 15, 2015 is the correct date for the next TPO Executive Board meeting.</p> <p>Responding to an inquiry regarding when the TPO actually received notice that the Transportation Alternatives grants were awarded, Ms. Courtney Mild said that they were 2015 grant awards from last year's applications, and that notification of the Chattanooga and Lakesite 2015 TDOT TAP awards was received by the TPO on August 10, 2015. At that time, the final award amount for Lakesite was TBD, and notification of the final award amount of \$567,662 for the Lakesite project was received by the TPO Staff on October 30, 2015. Ms. Taylor inquired if there were other questions or comments, and there being none, Chairman Bridger called for a motion.</p>		
CONCLUSIONS		
<p>There being no further 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 FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT (TN PORTION) AS PRESENTED</p>	<p>Mr. Stacy Morrison Tennessee Department of Transportation</p>	<p>Mr. John Naylor Chattanooga Metropolitan Airport Authority</p>
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #4. NOTICE OF 2040 REGIONAL TRANSPORTATION PLAN BIENNIAL AMENDMENT & CONFORMITY REDETERMINATION FOR EMISSIONS BUDGETS (TN & GA)

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		
<p>Ms. Melissa Taylor said that, within the 2-year window between the current 2040 RTP and the new 2045 RTP which will begin soon, the TPO is expected to offer an opportunity to make amendments to the 2040 RTP. Ms. Taylor said that, prior to starting the new RTP, this is done by a biennial amendment to the existing RTP, and the call for projects for this amendment will be done in January 2016. She said that this is a notice to TPO Members to start thinking about projects in the current 2040 RTP with which they have issues (or need changes) in preparation for the January 2016 (one-month) call for projects. Additional information will be provided to TPO Members via email and TPO Members are requested to please respond to those emails, and to contact Ms. Taylor for any assistance.</p> <p>In addition to doing this 2040 RTP Biennial Amendment, Ms. Taylor said that the TPO has been notified that new Georgia budgets for air quality were approved, which means that no 2014-2017 TIP amendments can be done until the TPO conforms the 2040 RTP to the new emissions budgets for air quality. New air quality budgets are also expected for Tennessee by the end of this calendar year. For this reason, the TPO is going to wrap together the 2040 RTP Biennial Amendment process (which also has an air quality conformity component) and the Conformity Redetermination for Emissions Budgets (TN & GA).</p> <p>Referring to agenda Item #3 above (2014-2017 TIP Amendments), Ms. Taylor said that she has tried to ensure that any needed TIP amendments have been done prior to getting into this emissions issue, since it will take four to six months to get through the process of updating the 2040 RTP for the new TN and GA emissions budgets, and no 2014-2017 TIP amendments can be done during that time.</p> <p>Chairman Bridger inquired if there were questions or comments, there were none, and Ms. Taylor invited anyone to contact her for project discussion.</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 provide additional information to TPO Members regarding the January 2016 2040 RTP Biennial Amendment and call for projects.	Ms. Melissa Taylor	Done 11/12/15 gmail and 11/17/15 Workshop

ITEM #5. NOTICE OF 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		
<p>Ms. Melissa Taylor said that the development of the new 2017-2020 Transportation Improvement Program is the third big process which is beginning now (one TIP combined for both Georgia and Tennessee), and TDOT is the lead agency. Ms. Taylor referred to the State Transportation Improvement Program (Fiscal Years 2017-2020) TDOT and MPO Milestone Timeline 2016 enclosed in the meeting packet. She said that this process (a four-year cycle) is beginning now, since it will take until August 2016 to finalize.</p> <p>A TIP development workshop will be conducted prior to Thanksgiving (tentatively Tuesday, November 17, 2015), and confirmation to TPO Members will follow via email along with additional information. The workshop will include discussion about how to get a project into the TIP, and more time would be provided than in the past (December 2015 and January 2016) to get projects into TPO Staff. An online survey will be available, or applications can be submitted as normally done by downloading the application and submitting it to the TPO Staff. Ms. Taylor said that the workshop will be able to accommodate all TPO Members, and requested that she be advised if there were conflicts for anyone with this date (November 17, 2015).</p>		

Responding to an inquiry from Mr. Bert Kuyrkendall, City of Chattanooga, regarding whether or not the 2040 RTP Biennial Amendment window and 2017-2020 TIP creation window would overlap so that a project which is not currently in the RTP could be added to the RTP and then be added to the new TIP, Ms. Taylor said possibly yes, but that the call for projects for the 2040 RTP Biennial Amendment would be just the month of January 2016 (possibly a little into February 2016 but not two months), and shorter than the two months call for projects for the new 2017-2020 TIP (December 2015 and January 2016). She said that, if anyone does find in the review of their TIP projects that a project needs to be added, shifted, or changed, she thinks there is still opportunity to do so.

However, Ms. Taylor said that, when new projects are added to the existing RTP, the plan must then be fiscally constrained which is difficult. It depends on funding sources available, and when those numbers are manipulated (a full blown funding of the RTP), it can often take a lot longer to resolve than a change to a project description, omission of a project, or shifting of a project from one tier to another. Adding a new project to the RTP also means that the TPO Executive Board must re-approve the project list, and the timing and number of projects which may then become involved (big changes to the RTP) could cause a delay impacting completion of the new TIP, which must be adopted in August 2016 in order for it to go to the state on time. Ms. Taylor said that adding a project to the RTP is not impossible, and she is open to it, but that these things must be kept in mind.

There were no further comments or questions.

CONCLUSIONS

No Formal Action Required

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
TPO Staff will confirm the November 17, 2015 2040 RTP Biennial Amendment and 2017-2020 TIP development workshop to TPO members and provide additional information via gmail.	Melissa Taylor	Done 11/12/2015

ITEM #6. CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY (CARTA) ON-BOARD SURVEY UPDATE

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION

Ms. Karen Rennich said that the On-Board Survey is a requirement for CARTA to meet FTA's Title VI requirements, the last survey was done in 2010 as a partnership between CARTA and RPA, and a similar partnership was done this year. CARTA took the lead on understanding their requirements, identifying their needs, scheduling, and making sure that the routes were covered. RPA was responsible for hiring surveyors, making sure that the needed survey numbers were met, and putting together the report.

The study includes race, color, national origin, English proficiency, language spoken at home, household income and travel patterns of CARTA riders with some origin and destination data (what you would expect for a Title VI document). North Shore and Downtown shuttle riders were surveyed this year which was not previously done, along with the Enterprise South routes which made this study a bigger effort.

Ms. Rennich said that the fixed route and dial-a-ride surveys have been entered but that no data cleaning or manipulation has been done, and that the shuttle surveys should be done this week. She said that the past report was a little more complex than perhaps was needed at that time. After talking with the TPO consultants, the decision was made that Ms. Yuen Lee and her team will prepare a basic report of the data collected in this survey by the end of December 2015 (see meeting packet for specifics), and the staff will look at the data again in the beginning of the year (perhaps Spring 2016), or as needed. Ms. Rennich said that she expects the TPO Members to get more information on the data and report during the January and February 2016 TPO TCC and Executive Board meetings.

Ms. Rennich said that all routes were surveyed this year with a surveyor on every CARTA trip. Staff then looked at the ridership for routes, determined if enough samples were taken for each route, and conducted additional surveys if necessary. She said that Ms. Yuen Lee calculated ridership numbers, but that she was unsure whether or not staff used day and time (or a portion of that data), that she hopes the data can be used again for projects or grants, and the TPO Staff will know more about the data by January 2016.

Responding to an inquiry by the City of Chattanooga, Ms. Rennich said that the surveys were only done Monday-Friday, CARTA provided passenger counts, and that Ms. Lee (currently out of the office) would be available to answer questions regarding boarding count for the routes, day, and time of day as requested by the City of Chattanooga by approximately November 17, 2015. Ms. Rennich will request that Ms. Lee provide the requested information upon her return to the office, or as soon as possible.

Chairman Bridger thanked the staff for a great job working with CARTA, and for going the extra mile conducting On-Board Surveys themselves (in addition to the surveyors) to obtain the needed survey numbers. He said that this data is very important in multimodal planning.

CONCLUSIONS

No Formal Action Required

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Ms. Rennich will request via gmail that boarding count for the routes, day, and time of day be provided by Ms. Yuen Lee to the City of Chattanooga, or advise if she will be able to provide it in the future.	Ms. Karen Rennich Ms. Yuen Lee	

ITEM #7. DATA COLLECTION UPDATE

**MR. DAVID KALL
CAMBRIDGE SYSTEMATICS, INC.**

DISCUSSION

Mr. David Kall, Cambridge Systematics, Inc., thanked the TCC Members for the opportunity to present the Chattanooga-Hamilton County / North Georgia Data Collection Phase II Draft Report prepared by Cambridge Systematics (October 27, 2015) at the end of this transportation data collection process, which has been under way with the TPO for a number of years. He said that the predecessor (first phase) to the project being presented today was a Data Collection Process and Schedule that was put together which stepped back and took a higher level view at all of the data collection activities that might be helpful in the transportation planning processes (April 17, 2014). Mr. Kall said that the project being presented today is the second phase (follow-up on some of the phase one recommendations), and he recapped four types of data collected in this second phase (see meeting packet Staff Report and draft report for details):

- Task 1: Travel Time Data Collection
- Task 2: Origin-Destination (O-D) Data Collection
- Task 3: Truck Origin-Destination (O-D) Data Collection
- Task 4: Supplemental Traffic Counts

Mr. Kall thanked sub-consultant, RPM Transportation Consultants, who did a lot of the field work for this project (travel time runs, traffic counts, and other types of counts), and also thanked Ms. Yuen Lee, RPA Research & Analysis Director (not present at the meeting). Mr. Kall gave an overview of each type of data described in the draft report which can be requested from Ms. Yuen Lee, recapped validations which were done, and noted any limitations for each type of data so that everyone is aware of them when using the data.

Regarding Travel Time Data collection, Mr. Kall said that there is quite a bit of opportunity to obtain data which has not historically been available for transportation purposes with the advent of new technology (without making individual travel time runs to estimate congestion). With cell phones, smart phones, and GPS devices in automobiles (all acting as probes), he said that it is possible to collect data on all of the corridors with these devices. There are a number of vendors that aggregate this data into a usable format, which not only provides real-time data for navigation devices, smart phones and Google Maps, but the data also serves this market for the historical information that is very helpful in transportation planning. The TPO went through an RFP process with vendors who provide this type of electronic Travel Time Data, and selected the partnership of MS2/HERE. The TPO purchased this very large volume of high resolution electronic data from MS2/HERE for the 2012-2014 three-year timeframe, which covered fifty-one high priority corridors and came from the previous Congestion Management Process and Mobility and Livability Corridors from the 2040 RTP.

After the data purchase, Mr. Kall said that validation checks (sixty traditional Travel Time runs on five of the fifty-one corridors) were done to ensure that this data is actually reflecting what is happening in the real world. Generally, the data is valid except for some rural low volume roadways (fewer probes collecting data). Some cautions for handling this low volume data, and some methods to analyze/aggregate this data to establish useful measures to show the congestion levels on the roadways are provided in the report. Having the highest traffic, I-24 gave the highest data validation.

Mr. Kall said that this data will be used by TPO Consultants, RSG, for the Travel Demand Model, and it can be a very helpful data source for the next RTP and Congestion Management Process to characterize the congestion levels on the fifty-one corridors. He is hopeful that TPO Members can find other uses for the data, and he feels the possible uses are limitless.

Mr. Kall said that the Origin-Destination Data is also from electronic sources. It would traditionally be derived from a Household Travel Survey which is a large and expensive effort usually only undertaken with the 10-Year Census, and this electronic data offers a lower cost option for updating this data between the 10-year Household Travel Survey and the next 2045 RTP (2014 base year model TDM). Through an RFP process, the TPO purchased this electronic data from AirSage, Inc. for the November 2014 time period chosen to coincide with traffic counts (Task 4 of the study), and is for 20 external zones along with the proposed 2014 Chattanooga model internal zone boundaries for a total of 728 zones.

Although this was not a traditional survey where questions were asked, Mr. Kall said that cell phone data can be analyzed to see where the cell phone is parked at night and then infer that it must be their home location, and where the cell phone is parked during the day can be inferred as their workplace. See the draft report for validation methods and future possible applications (including being a starting point for development and calibration of model trip distribution, assistance with refinement of the Chattanooga Household Survey results used to develop the 2010 model, calibrating EE trip distribution patterns, and non-model related general planning studies). This data was recently used for the Enterprise South Subarea Study to understand the origin of people who are coming to work at Enterprise South, and they are coming from all around the region.

A traditional method was used for the Truck Origin-Destination Data at six locations surrounding the area including the three major interstate corridors coming in and out of the area (I-75 to the North, I-75 North and South in Georgia, and I-24 to the Northwest). Some of the six locations were slightly outside of the area, but were chosen for safety reasons. A number of survey questions were analyzed and details are contained in the draft report. This data can be used for the Travel Demand Model and for general freight planning for the next RTP.

Regarding the Supplemental Traffic Counts, Mr. Kall said that TDOT and GDOT have extensive traffic counting programs including permanent stations and rotating stations (providing 1-2 day counts). However, a lot of these counts do not show the detail by vehicle classification. An important part of this data collection effort was to get vehicle category classifications by:

- o Motorcycles
- o Passenger Cars & Light Trucks
- o Buses
- o Single-Unit Trucks
- o Combination Trucks

Mr. Kall said that Total Truck Count validation is planned for the next model update, and it is necessary to have good vehicle classification coverage. This data was collected for ninety-five locations which were carefully selected to cover areas where this data is not currently available from TDOT and GDOT. The time resolution is at least one hour, and in some cases, it is as detailed as 15 minutes, and is for at least a twenty-four hour period in all locations (a forty-eight hour period in high volume areas). RPM Group, Inc. (sub-consultant for Cambridge Systematics, Inc.) collected these counts which have been summarized into an Access database and is available to TPO Members. Mr. Kall said that RSG is currently using this data for the Travel Demand Model, it may be used for the air quality modeling (MOVES Vehicle Emissions Model) because it also requests that the traffic counts be broken down by the five vehicle category classifications outlined above, and there other possible uses for the data.

Ms. Karen Rennich said that hard copies of the CHCNGA Data Collection Phase II draft report were available on the meeting tables, the meeting packet contained a link to the document on the website, and she would be happy to provide the report in either hard or digital copy to anyone making a request. Ms. Rennich said that this report is for information purposes, that the TPO Executive Board will not be adopting it as a plan, and it will be presented at the December TPO Executive Board meeting. Mr. Kall provided his contact information, said that Ms. Yuen Lee has all of the data should anyone wish to obtain data, and he entertained any questions.

Responding to an inquiry from Chairman John Bridger regarding observations and possible uses for the data in preparation for the next RTP, Ms. Karen Rennich said that it is her understanding that Ms. Yuen Lee intends to do some reporting back to help TPO Members prepare for the RTP development in order to have an understanding of what is going on in the system. She will ask Ms. Lee to provide this information in the Staff Report for the December TPO Executive Board meeting as a next step.

Mr. Bert Kuyrkendall, City of Chattanooga, inquired if the cell phone data collected multimodal travel information (bike/ped) or perhaps the speed of travel. Mr. Kall said that some of this information could be buried in the data, but that he would have to check with his staff or AirSage to see if multimodal counts can be filtered out, perhaps by separate analysis. Mr. Kuyrkendall said that the City of Chattanooga conducts multimodal counts in certain locations but that it is very spot specific (not comprehensive), and he inquired if the TPO is going to use another method to collect multimodal traffic counts for the next RTP. Ms. Karen Rennich said that she would have to look up the information regarding the possible source for multimodal travel information, and that she will ask Ms. Lee to provide this information. Mr. Kuyrkendall said that this information is needed in order to plan facilities, understand how bike/ped traffic is increasing (in addition to vehicle traffic counts at the same time), plan transit, and that it is important to have a handle on this data.

Mr. Kall said that, while filtering specific information out may be a bit difficult, he remembers an earlier discussion with AirSage about how interesting it would be to look at traffic counts on the downtown pedestrian bridge (Walnut Street Bridge) since it is bike/ped traffic only. Perhaps it is possible to at least do that, but he is unsure if AirSage can do it on a larger general scale.

Mr. Kuyrkendall said that the multimodal data would be helpful with an ITS project (CMAQ grant) which is designed to provide real time travel information on the best way and alternate ways to get to places. He inquired about the change in traffic over the three year period (whether it has increased or remained flat). Mr. Kall said that he was not prepared to answer the question at this time, and, up to now, the focus has been on acquiring and validating the data. He said that the next stage is to analyze the data to see what it is actually telling us, and to determine the applications for the data. Chairman Bridger inquired if there were other questions, and there being none, thanked Mr. Kall for his presentation, and thanked everyone for the discussion.

CONCLUSIONS

No Formal Action Required

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE
Ms. Karen Rennich will ask Ms. Yuen Lee to provide information in the December TPO Executive Board meeting Staff Report to help everyone prepare for the next RTP (have an understanding of what is going on in the system), and provide the possible source for multimodal traffic counts.	Ms. Karen Rennich Ms. Yuen Lee	December 15, 2015

ITEM #8. STAFF REPORTS

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION

Staff Reports are discussed verbally as appropriate, or if there are questions. Staff Reports contain the details and contact information regarding each item:

- Notice of 2014-2017 TIP Adjustments/Modifications
 - Annual Review of the Coordinated Public Transit-Human Services Transportation Plan
 - TPO Transportation Land Use Subarea Studies Update
 - Multimodal Transportation Center Study (MTCS) Progress Report
 - Grants and Grant Awards:
 - Green Trips Update
 - TPO Executive Board Meeting Date Change (Verbal Report)
 - Upcoming Training and Continuing Education Events
- (No Formal Action Required)

Ms. Courtney Mild, SLRP Senior Planner, said that in July 2015, she reported to the TCC that the TPO Staff would be meeting with the Human Services Transportation Committee for an annual review of the Coordinated Public Transit-Human Services Transportation Plan, and that any updates needed would be presented to the TCC to open for public comment and recommendation to approve by resolution to the TPO Executive Board. However, the needed changes this year were of a minor nature and did not need to be adopted by resolution. Thus, one of the changes made in the plan during the 2015 review was to distinguish between the process for a major update involving substantial changes and requiring a full public engagement process (done every four years and last done in 2014) and an annual review such this one in 2015. For a major update, the plan will be presented to the TCC for public comment and recommendation and to the TPO Executive Board for approval by resolution. For future annual reviews such as the 2015 review, the TPO staff will lead the review of the plan with the Human Services Transportation Committee for the purpose of identifying any minor updates that need to be made, the TCC and TPO Executive Board will be notified that the annual review is being conducted, and any minor updates needed will not be approved by resolution. Ms. Mild inquired if there were any questions and there were none.

Ms. Mild reviewed the grant awards recently received as outlined in the meeting packet which indicates a 2015 TAP award to City of Lakesite for a Pedestrian Enhancement Project Awarded Amount TBD. She advised that the award amount of \$567,662.00 was received by the TPO Staff on October 30, 2015, and said that there are currently two open grant opportunities:
 (1) TDOT 2016 TAP application with deadline of November 3, 2015; and
 (2) TDOT 2015 Multimodal Access Grant

Regarding the TDOT 2015 Multimodal Access Grant process, Ms. Mild encouraged everyone to attend the Preliminary Project Review on Wednesday, December 16, 2015 and Project Selection on Wednesday, January 6, 2016. Ms. Mild asked that anyone contact her with questions (see meeting packet for eligibility and other important information). She said that there were only two projects submitted last year for this grant, and since two projects could be submitted by the TPO to TDOT, there was no need to conduct a full project selection process last year. She said that there is no cap on the number of projects which can be submitted to the TPO Staff by a jurisdiction, and since only two projects can be submitted by the TPO to TDOT, the full project selection process is required this year, and she wanted everyone to be clear on the process.

Mr. Stacy Morrison, TDOT, said there is a Fall 2015 Safe Routes To School call for projects (for 2016), and asked the TPO Staff to check the TDOT website for deadline and details.

Ms. Karen Rennich said that the TPO Executive Board meeting date was changed from the 3rd Tuesday to the 4th Wednesday (every other month beginning February 24, 2016) except for December which shall remain in the 3rd Tuesday due to the holidays. This change has resulted in a longer period of time occurring between TCC and Executive Board meetings. While enough time must lapse between the TCC and Executive Board meetings to accommodate opening for public comment for action items (particularly regarding the TIP), the meetings must be close enough together to ensure that action items can be handled quickly when necessary.

Ms. Rennich said that a change in the TCC meeting date (from the 1st Tuesday every other month) is not currently being proposed, but that the TPO Staff will be keeping a close watch on the meeting dates, and further discussion and date change may become necessary. She said that the 2015 and 2016 TPO TCC and Executive Board meeting calendars were contained in the meeting packet and are sent to TPO Members with the 2-week prior email for each TPO meeting.

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 Fall 2015 Safe Routes to School call for projects (2016) and update the TPO Members.	Ms. Cortney Mild	Done 11/9/2015

**MS. KAREN RENNICH
RPA STAFF**

ITEM #9. PUBLIC COMMENTS AND OTHER ITEMS OF IMPORTANCE

DISCUSSION

There being no further questions/discussion, the meeting was adjourned.

The next TPO Executive Board meeting is Tuesday, December 15, 2015.
The next TPO Technical Coordinating Committee (TCC) meeting is Tuesday, January 5, 2016.

CONCLUSIONS

No Formal Action Required

TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE



REGIONAL PLANNING AGENCY
 Transportation Planning Organization
 1250 Market Street, Suite 2000
 Chattanooga, TN 37402
 (423) 643-5900

CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA
 TRANSPORTATION PLANNING ORGANIZATION

TECHNICAL COORDINATING COMMITTEE (TCC) MEETING

NOVEMBER 3, 2015 (1:30 – 3:00 P.M. Eastern – DRC/1A)

NAME	REPRESENTATION	PLEASE CHECK ONE IF VOTING:	
		MEMBER	DESIGNEE
Karen Remick	RPA/TPO		<input checked="" type="checkbox"/>
Jawice Cinglo	City of Soddy-Daisy	<input checked="" type="checkbox"/>	
Bertvan Keyhendall	COT	<input checked="" type="checkbox"/>	
Billy Cooper	Ridgeville	<input checked="" type="checkbox"/>	
Joe Farrow	Collegedale		<input checked="" type="checkbox"/>
Jeremy Bayson	Catoosa County		<input checked="" type="checkbox"/>
P. Stacy Morrison	TPOT	<input checked="" type="checkbox"/>	
Rogaine Brown	RPA/TPO		
[Signature]	RPA/HPO		
[Signature]	FHWA		
Todd Larson	Hamilton Co.	<input checked="" type="checkbox"/>	



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TECHNICAL COORDINATING COMMITTEE (TCC) MEETING

NOVEMBER 3, 2015 (1:30 – 3:00 P.M. Eastern – DRC/1A)

NAME	REPRESENTATION	PLEASE CHECK ONE IF VOTING:	
		MEMBER	DESIGNEE
Burt Johnson	City of Soddy-Daisy		
Doug Maxwell	City of Lakesite		
Ned Edwards	City of Lakesite		
Joren Dammant	TPOT		
CHARLES JONES	NW GA REGIONAL COMMISSION		<input checked="" type="checkbox"/>
John Naylor	CMMA	<input checked="" type="checkbox"/>	
Annie Powell	CARTA	<input checked="" type="checkbox"/>	
Chris Can	Billie Walle Chattanooga	<input checked="" type="checkbox"/>	
C. RYAN WALKER	GDOT	<input checked="" type="checkbox"/>	
David Kay	Comdromy Systems		
JOHN AGAN	HAMILTON COUNTY	<input checked="" type="checkbox"/>	