



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

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

MINUTES

MARCH 3, 2015

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

MEETING CALLED BY	Chairman Todd Leamon
TYPE OF MEETING	COMBINED TPO EXECUTIVE BOARD & TECHNICAL COORDINATING COMMITTEE (TCC)
FACILITATOR	Ms. Karen Rennich, Deputy Director, Regional Planning Agency (RPA)
NOTE TAKER	Ms. Rozanne Brown, RPA
QUORUM	Yes
ATTENDEES	See Attachment

ANNOUNCEMENTS	Chairman Todd Leamon called the meeting to order, said that this was a combined TPO Executive Board and Technical Coordinating Committee (TCC) meeting, requested that Executive Board action required agenda items be voted on only by Executive Board Members, that TCC action required agenda items be voted on only by TCC Members, and that he would be specific who was to vote when calling for a motion.
PUBLIC COMMENTS	
OTHER ITEMS OF IMPORTANCE	Handouts: FY13-FY16 Section 5310 Call for Projects Applicant Information; 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; and 2015 TPO TCC & Executive Board Meeting Calendar.

Agenda Topics

**ITEM #1. APPROVAL OF DECEMBER 16, 2014 AND
FEBRUARY 17, 2015 TPO EXECUTIVE BOARD MINUTES**

CHAIRMAN TODD LEAMON

DISCUSSION	Chairman Todd Leamon inquired if there were questions/comments regarding Item #1, and there being none, entertained a motion to approve as presented by a TPO Executive Board Member.	
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 DECEMBER 16, 2014 AND FEBRUARY 17, 2015 TPO EXECUTIVE BOARD MINUTES	Mr. Blythe Bailey City of Chattanooga	Mr. Billie Cooper City of Ridgeseide
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #2. APPROVAL OF THE FEBRUARY 3, 2015 TPO TECHNICAL COORDINATING COMMITTEE (TCC) MEETING MINUTES

CHAIRMAN TODD LEAMON

DISCUSSION		
Chairman Todd Leamon inquired if there were questions/comments regarding Item #2, and there being none, entertained a motion to approve as presented by a TCC Member.		
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 FEBRUARY 3, 2015 TPO TECHNICAL COORDINATING COMMITTEE (TCC) MEETING MINUTES	Mr. John Naylor Chattanooga Metropolitan Airport Authority	Mr. Chris Carr Multimodal Advisory Committee
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #3. APPROVE BY RESOLUTION AN AMENDMENT TO THE 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
 • Project HELPTRUCK

**MS. BETSY EVANS
RPA STAFF**

DISCUSSION		
<p>Ms. Betsy Evans said that TDOT has requested to add the TDOT Help Truck Expansion project to the 2014-2017 TIP, and that a new page and Resolution were contained in the meeting packet. She said that this project (TIP ID HELPTRUCK) is being funded by CMAQ funds for Capitalization and Operation work for 2015, 2016 and 2017, and that the IAC concurred that this project is exempt on January 28, 2015.</p> <p>Since this TPO meeting constituted the public meeting for this TIP Amendment, Ms. Evans called for any public comments on the Amendment prior to a vote being taken by the TPO Executive Board Members, and there were none.</p> <p>Chairman Leamon called for any questions or discussion by TPO Executive Board Members, and there being none, entertained a motion for approval by a TPO Executive Board Member.</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 AN AMENDMENT TO THE 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) • Project HELPTRUCK	Councilman Bill Lusk Town of Signal Mountain	Mr. Blythe Bailey
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #4. APPROVE BY RESOLUTION AN AMENDMENT TO THE FY2015 UPWP PROGRAM

**MS. KAREN RENNICH
RPA STAFF**

<p>Ms. Karen Rennich said that there were two UPWP Amendment action items on today's agenda including this one (Item #4) for TPO Executive Board Member consideration which is for TDOT Planning (PL) funds, and one for consideration by TCC Members (Item #12) for Georgia Planning (PL) funds. She said that both of these Amendments are to the current TPO one-year 2015 UPWP. Ms. Rennich said that this Amendment (Item #4) is programming carryover Planning (PL) funds that are currently in the TDOT Planning Contract for some Subarea Transportation Planning Studies and primarily for data for the new 2045 Regional Transportation Plan (RTP) and it will ensure that the funds are available. She said that Ms. Melissa Taylor would present more information regarding the Subarea Transportation Studies later on the agenda (Item #8).</p> <p>Chairman Leamon called for any questions or discussion, and there being none, called for a motion to approve by a TPO Executive Board Member.</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 AMENDMENT TO THE FY2015 UPWP PROGRAM	Mr. John Naylor	Mr. Blythe Bailey
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #5. 2016-17 UNIFIED PLANNING WORK PROGRAM KEY PROJECTS DISCUSSION

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
<p>Ms. Karen Rennich said these items were discussed with the TPO TCC on February 3, 2015 and were new to the TPO Executive Board Members today. She said that work is under way on the new 2016-2017 two-year Unified Planning Work Program, and that the TPO Staff usually gives an update on the status of current key projects during this process which is being done today. Further details were provided in the Staff Report contained in the meeting packet. She said that, as previously discussed, data is being purchased in preparation for the Travel Demand Model, development of the new 2016-2017 Unified Planning Work Program is underway, a workshop is proposed for an FHWA INVEST Tool workshop in May, 2015 (an update was previously given to the TPO Members on the intention to use this tool by Ms. Betsy Evans), an update will be given later on today's meeting agenda on the Multimodal Transportation Center Study and Subarea Transportation Planning Studies, and some items are closer to completion and some will carry over to the next year.</p> <p>Regarding the proposed projects for 2016-2017 (see Initial Proposal FY 2016-17 in the meeting packet Staff Report), Ms. Rennich said that this work is ramping up in preparation for the 2045 Regional Transportation Plan. Key items she recapped included completing the socio-economic data for the base year 2015 and 2045 projections for the 2045 RTP, working on the projections, updating and running the Travel Demand Model (TDM), beginning development of the 2045 RTP, completing a major update to the Regional Intelligent Transportation System (ITS) Architecture and Development Plan with a time frame aligned with the planning horizon of the 2045 RTP (a recommendation during the 2013 Certification Review and previously done prior to the RTP), development of the 2017-2020 Transportation Improvement Program (TIP), and participation in the FHWA/FTA Transportation Management Area Certification Review.</p> <p>Ms. Rennich said that this is a very busy period, the 2045 RTP is due Spring of 2018, and the next two years are really gearing up and getting to the point of a draft 2045 RTP.</p> <p>Ms. Rennich said that this update for the UPWP was sent to TDOT on March 2, 2015 and will be sent to GDOT. The draft 2016-2017 UPWP will be presented for review to the TPO TCC on May 5, 2015 and to the TPO Executive Board on June 16, 2015. It will be presented to the TPO TCC and Executive Board in July and August 2015 for adoption, and will be an agenda item for the next few months. There were no questions or comments by the TPO Executive Board Members.</p>		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #6. TPO EXECUTIVE BOARD ALTERNATE MEETING DATE DISCUSSION

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
<p>Ms. Karen Rennich said that, due to a conflict between the Chattanooga City Council meetings on Tuesday (including Council Committee meetings) and the TPO Executive Board meetings on Tuesday, Chattanooga City Council Chairman Chip Henderson requested at the December 16, 2014 TPO Executive Board meeting that the TPO look at an alternate meeting date for Executive Board meetings. A motion was made and approved at the December 16, 2014 meeting for the TPO Staff to determine some alternative meeting dates for consideration at the next Executive Board meeting.</p> <p>Ms. Rennich referred everyone to the meeting packet Staff Report which contained a draft listing of the TPO member jurisdictions' standing legislative meetings and Board meetings (primarily derived by the TPO Staff from phone calls and Web research). A list of other meetings that would need to be considered was also included in the Staff Report.</p> <p>As the TPO Staff attempts to narrow down to some possible alternative TPO Executive Board meeting dates, Ms. Rennich requested that each jurisdiction's representative who was present at the meeting confirm that the dates and times for their jurisdiction were correct (or correct the dates and times if needed). If anyone was uncertain of the correct information, Ms. Rennich requested that she be provided with the name of someone within the jurisdiction to contact for further information. She requested that any additional meetings which may be a conflict also be listed, that everyone sign the meeting packet sheet and leave the sheet on the desk, or return it to her.</p> <p>Ms. Rennich said that, once the TPO Staff calendars the input from everyone, the potential alternative meeting dates will be presented to the TPO Executive Board for consideration. She said that the TPO Staff has to work around some meetings as well, and representatives from GDOT, TDOT and the federal partners would need to be considered as well as preventing overnight stays when attending TPO Executive Board meetings.</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

#7. MULTIMODAL TRANSPORTATION CENTER STUDY UPDATE

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		
<p>Ms. Melissa Taylor, RPA/TPO Director of Strategic Long Range Planning (SLRP), said that Mr. Phil Pugliese, Multimodal Transit Center Study Coordinator, has previously given a report on this study to the TPO Members, and that she is giving a brief update today with a more detailed presentation planned for the future. The SLRP Staff is working with the City of Chattanooga, Chattanooga Area Regional Transportation Authority (CARTA) and the foundations on a Multimodal Transportation Center Study (see meeting packet Staff Report for additional details).</p> <p>The TPO was coordinating with CARTA to get them to the point where they could undergo an RFP process for a consultant firm to work on an actual feasibility study for the Multimodal Transportation Center, which was a recommendation out of the 2040 Regional Transportation Plan. CARTA has now contracted with CDM Smith (and other firms listed in the meeting packet) and now there is a consultant looking at the study and determining whether or not there will be one or two center sites, and/or satellite centers.</p> <p>Ms. Taylor said that contact information was contained in the meeting packet Staff Report (including contact information for Mr. Phil Pugliese), and requested that anyone who wishes to get more involved, please contact either of them. She</p>		

inquired whether or not Ms. Annie Powell (CARTA) wished to comment further, and she did not wish to add anything to Ms. Taylor's comments. Responding to an inquiry by Chairman Leamon regarding the Multimodal Center Study schedule, Ms. Taylor said that Ms. Ann Coulter (A. Coulter Consulting) is currently working with CDM Smith and the Leadership Team to determine how to handle the public process (Task 1), and quite a bit of data from the 2040 RTP process has been provided to CDM Smith (Task 2), so parts of both tasks are simultaneously being done currently.

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

ITEM #8. OFFICIAL NOTICE OF TRANSPORTATION PLANNING STUDIES

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION

Ms. Melissa Taylor said that the 2040 RTP recommended several rather big (never before considered) transit studies/projects (like Bus Rapid Transit) but, due to fiscal constraints, three areas have been selected to further identify what kind of land use or transportation planning activities need to take place. These are general areas and specific boundaries for the study areas will be decided while working with the consultant firms (see meeting packet Staff Report). The three Subarea Transportation Studies are:

1. Hamilton Place Connectivity Study
2. Highway 58, Enterprise South Industrial Park (ESIP), and Bonny Oaks Transportation Study
3. Highway 153 Transit Corridor Study

Ms. Taylor said that each of the areas has its own issues and changes that are proposed to take place in the future and the RPA/TPO Staff thinks that the changes will have direct relationships to how land use may shape up in those areas, and would like to further study the areas to determine where more specifically to go in the future relative to transportation projects.

Ms. Taylor said that the staff also hopes that the studies will generate a better outcome for how to look at the integration of transportation and land use, and define what needs to be done from a land use standpoint to better support the functionality or support transportation projects. The studies should also inform the area planning being done at the Regional Planning Agency to set up policy and strategy that will better reflect integration of land use and transportation.

Responding to an inquiry from Mr. Kelly Martin, City of Collegedale, Ms. Taylor said that these are concurrent studies and three consulting firms were contracted which the staff felt could handle the magnitude and nature of these studies. She hopes that the three studies can be done within the year (contracts should be done in March 2015), with a Kick-Off in the Spring with TPO TCC and Executive Board members and other jurisdictional representation.

There were no other 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 #9. OFFICIAL NOTICE OF FTA 5310 SUPPLEMENTAL CALL FOR PROJECTS

**MS. CORTNEY MILD
RPA STAFF**

DISCUSSION	
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Ms. Cortney Mild, SLRP Senior Planner, said that in coordination with the TPO, CARTA is issuing a call for projects for Section 5310 for combined FY13, FY14, FY15, and FY16 funds. The Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program is funded by the Federal Transit Administration and is a program designed to improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options available.

Ms. Mild said that the call for projects would open Tuesday, March 3, 2015 and close on Wednesday, April 1, 2015 at 5:00 p.m. Eastern. Prospective applicants should send an email to tpo@chattanooga.gov by Tuesday, March 10, 2015 expressing their intent to apply. She requested that the email include the general scope of the project, anticipated costs, and requested federal funding to ensure that the project is eligible for funding under FTA guidelines.

On October 21, 2014, the TPO Executive Board approved TIP amendments for three projects that were eligible for Section 5310 funding, and as a result, approximately \$247,624 of combined FY13 and FY14 federal funds were programmed, leaving \$554,508 of federal funds to program for FY13 and FY14 in addition to \$801,349 of federal funds which are expected to be available for combined FY15 and FY16. The intention behind including the FY15 and FY16 federal funds in this call for projects is to create a prioritized list of projects to bring back to the TPO for approval to amend into the TIP once the funds become available.

Both Capital and Operating projects are eligible, and TDOT will provide a 10% match for both Capital and Operating projects. Proposers will be responsible for providing a 10% local match for Capital projects and a 40% local match for Operating projects.

Applications can be completed online at surveymonkey.com/s/QQKMY3N, emailed to tpo@chattanooga.gov, or mailed to Ms. Mild at the Regional Planning Agency, 1250 Market Street, Suite 2000, Chattanooga, TN 37402. Application forms were also available on the meeting handout table. Ms. Mild called for any questions or comments.

Mr. Billy Cooper, City of Ridgese, said that he had previously mentioned a section of Shallowford Road which is within the City of Ridgese relative to resurfacing and whether or not it would be best to coordinate with the City of Chattanooga. He received a call from TDOT on the morning of March 3, 2015 regarding a maintenance agreement with the City of Ridgese (appearing to be related to a safety issue). Mr. Cooper inquired whether or not the City of Chattanooga is planning to detour traffic onto Shallowford Road during future work on the Wilcox Tunnel and said that, if so, he does not believe maintenance would be the best use of funds and have it then be for naught a year later. He understands that TDOT would do the maintenance as a safety feature, and then the City of Ridgese would be responsible for any wear or future deficiencies on notification. Mr. Cooper said that he would like to get some feedback and be better able to advise the City of Ridgese regarding the TDOT maintenance agreement.

Chairman Leamon said that Mr. Stacy Morrison of TDOT was in the meeting and requested Mr. Cooper to speak to Mr. Morrison after the meeting for further clarification, and that he would be happy to meet with the two of them.

There were no further questions or comments.

CONCLUSIONS	
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No Formal Action Required

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

ITEM #10. APPROVE FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION 2040 REGIONAL TRANSPORTATION PLAN (RTP) AMENDMENT AND ACCOMPANYING CONFORMITY REDETERMINATION

- City of Chattanooga & Hamilton County’s project revisions to Enterprise Parkway, now referred to as Ferdinand Peich Way, and Hickory Valley Road
- State Industrial Access Road (SIA) Addition

**MS. MELISSA TAYLOR
RPA STAFF**

DISCUSSION		
<p>Ms. Melissa Taylor said that there typically is a bi-annual Regional Transportation Plan (RTP) Amendment process that happens two years after the plan adoption. However, occasionally projects that need to be revised and are of an expedited nature arise, and TPO Staff tries to process the requests at the time they are approached to do so.</p> <p>This Amendment is for the City of Chattanooga and Hamilton County at Enterprise South. Currently, there are State Industrial Access Road (SAI) and Hickory Valley Road projects underway. However, those projects are being revised at this time and an Amendment is being made so that, when two of the projects are completed, they will provide public access from Highway 58 to the roundabout at the exit I-75 (provide a public facility extending from Highway 58 to I-75).</p> <p>Ms. Taylor said that this Amendment required some revisions to the 2040 Regional Transportation Plan and constituted the need for emissions modeling and a Redetermination of Conformity. She recapped the three major changes (see meeting packet Staff Report for complete set of project changes and 2040 RTP sections revised to accommodate the amendment – changes are highlighted):</p> <ul style="list-style-type: none"> ○ Revision to the Existing Plus Committed (E+C) Network – these projects are fiscally constrained but are in a different location in the document because they are expected to be completed by 2017 (page number provided in packet). ○ Change to the 2030 Fiscally Constrained Project List – A Hickory Valley Road project remained in the plan and is now placed in the 2030 Fiscally Constrained Tier (from the E+C list). ○ A project moved to the Illustrative List. <p>Ms. Taylor said that these are the three main changes to the 2040 RTP, along with the necessary modeling for the Travel Demand Model and Air Quality Model. The Interagency Consultation Committee (IAC) approved the conformity redetermination on January 8, 2015, and all changes were highlighted in the 2014 Amendment Draft 2040 RTP document contained in the meeting packet. The draft Conformity Redetermination document was also attached for review.</p> <p>Chairman Leamon inquired if there were any questions or any further discussion, and there being none, said that this is a TCC item today that will go before the next TPO Executive Board meeting (April 21, 2015), and called for a motion to approve from a TCC Member.</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 FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION 2040 REGIONAL TRANSPORTATION PLAN (RTP) AMENDMENT AND ACCOMPANYING CONFORMITY REDETERMINATION</p> <ul style="list-style-type: none"> • City of Chattanooga & Hamilton County’s project revisions to Enterprise Parkway, now referred to as Ferdinand Peich Way, and Hickory Valley Road • State Industrial Access Road (SIA) Addition 	<p>Mr. Stacy Morrison TDOT</p>	<p>Mr. John Naylor</p>

STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #11. APPROVE FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION AN AMENDMENT TO THE 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

**MS. BETSY EVANS
RPA STAFF**

- Revised TIP# ENTPARKHICK58
- Removed TIP# HICKVALLENTPARK58

DISCUSSION		
<p>Ms. Betsy Evans said that, due to the RTP Amendment previously discussed by Ms. Melissa Taylor (Item #10), the Hickory Valley Road project, TIP ID HICKVALLENTPARK58, is being removed from the 2014-2017 TIP. The project name, termini and description and the total project cost for TIP ID ENTPARKHICK58 (Enterprise Parkway, Ferdinand Peich Way) project has been changed and the old and new TIP pages were contained in the meeting packet.</p> <p>Ms. Evans said that the IAC approved the Conformity Redetermination Report for these changes on January 8, 2015, the TCC action today will open the 30-day public comment period, and a public meeting will be held for this TIP amendment and the 2040 RTP amendment (Item #10) at the Development Resource Center (Room 1A) on Thursday, April 9, 2015 (4:30-5:30 p.m.), and everyone is invited.</p> <p>Chairman Leamon inquired if there were questions or any further discussion, and hearing none, entertained a motion to approve from a TCC Member.</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 FOR PUBLIC COMMENT AND RECOMMENDATION TO APPROVE BY RESOLUTION AN AMENDMENT TO THE 2014-2017 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) <ul style="list-style-type: none"> • Revised TIP# ENTPARKHICK58 • Removed TIP# HICKVALLENTPARK58 	Mr. John Naylor	Mr. Ryan Walker GDOT
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

ITEM #12. RECOMMEND TO APPROVE BY RESOLUTION AMENDMENT TO THE FY2015 UNIFIED PLANNING WORK PROGRAM

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION	
<p>Ms. Karen Rennich said that this is the second 2015 Unified Planning Program agenda item today, that it is for programming of Georgia Planning (PL) funds from GDOT, and it moves funds not expended from the FY2014 contract to FY2015 allowing them to be used in the current fiscal year (see Item #4 for programming of Tennessee Planning [PL] funds from TDOT).</p> <p>Ms. Rennich said that, as previously mentioned, a lot of work is being done on data and on starting the model development for the next RTP, and funds are being moved into Consulting Support for the Travel Demand Model and data. She is currently developing a work order with the consultant and TPO Staff is working to develop the base model by Spring of 2016. The plan is to use these funds to help with model development.</p>	

Chairman Leamon called for questions/comments, and hearing none, called for a motion to approve by a TCC Member.

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
RECOMMEND TO APPROVE BY RESOLUTION AMENDMENT TO THE FY2015 UNIFIED PLANNING WORK PROGRAM	Mr. Ryan Walker	Mr. Stacy Morrison
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE

**MS. KAREN RENNICH
RPA STAFF**

ITEM #13. STAFF REPORTS

DISCUSSION
<p>Staff reports are verbally discussed as needed or if there is a question. The meeting packet contained Staff Reports and contact information on the following:</p> <ul style="list-style-type: none"> • Notice of 2014-2017 TIP Adjustments/Modifications • Data Collection Update • Functional Classification System of Streets Update / Georgia • TPO Work Accolades • TPO Survey Follow-up • Recent Complete Streets Policy Updates <ul style="list-style-type: none"> ▪ City of Chattanooga ▪ City of East Ridge • Green Trips Progress Report • Grants and Grant Awards <ul style="list-style-type: none"> ▪ FHWA Eastern Federal Lands Access Program – Applications Due March 13, 2015 ▪ Congestion Mitigation and Air Quality (CMAQ) Improvement Program-Applications due April 10, 2015 (Verbal Report) ▪ Governors’ Highway Safety Grants <ul style="list-style-type: none"> ○ Tennessee Governor’s Highway Safety Office – Applications Due March 31, 2015 ○ Georgia Governor’s Office of Highway Safety “Innovative Grants” – Sign up for mandatory grant application training by March 9, 2015 ▪ TDOT 2015 Safe Routes to School – Award Status • USDOT Mayors’ Challenge for Safer People, Safer Streets • Upcoming Training and Continuing Education Events • TDOT Hamilton County Transportation Quarterly Status Report (1/12/2015) • 2015 TPO TCC & Executive Board Meeting Calendar <p>Ms. Betsy Evans said that TDOT has opened a call for a new round of Congestion Mitigation Air Quality (CMAQ) grants. The deadline for applications is April 10, 2015 which should be submitted by the jurisdictions directly to TDOT (not to the TPO as in the past). The TPO is available and happy to assist the jurisdictions with their applications, and she is the contact (423-643-5935). Ms. Evans said that there are three different categories for this call: (1) General Call, (2) Strategic Air Quality Initiatives (cleaner transit buses, new or expanded transit service and new or expanded park and ride lots), and (3) Clean diesel technologies rebate program. (See Item #13 Staff Reports for more information and contact including TDOT’s email address for applications to be submitted and CMAQ weblink).</p> <p>Ms. Melissa Taylor said that she had asked a question and gotten notice about the Transportation Alternative Program and obligations of those funds. TDOT has asked that jurisdictions get their TAP project funds obligated as soon as possible, and she plans to put together a table showing the jurisdictions who currently have TAP projects programmed into the TIP to receive TAP money, but they need to be obligated as soon as possible. The first set of TAP monies came out in 2013 and 2013 TAP funds were folded into our 2014-2017 TIP because we were doing the new TIP at the time. The 2014 line item in our 2014-2017 for TAP funds contains both the 2013 and 2014 TAP funds, and a rescission is on the table to return those funds to the federal government. That would mean that you must get your 2013 TAP funds obligated by</p>

September 30, 2016. TDOT has requested that you have your 2013 monies obligated and secured with them by July. This is a heads up, please be looking for an email with additional information from our staff, and Ms. Taylor requested that anyone contact her with any questions.

Chairman Leamon asked that TDOT please speak with Mr. Cooper regarding the City of Ridgeside following the meeting. He called for additional comments, and there being none, the meeting was adjourned.

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

ITEM #14. PUBLIC COMMENTS AND OTHER ITEMS OF IMPORTANCE

**MS. KAREN RENNICH
RPA STAFF**

DISCUSSION		
The next TPO Executive Board Meeting is April 21, 2015. The next TPO Technical Coordinating Committee (TCC) meeting is May 5, 2015.		
CONCLUSIONS		
No Formal Action Required		
TCC/BOARD ACTION/RESOLUTION	PERSON PRESENTED MOTION	PERSON SECONDED MOTION
STAFF FOLLOW-UP	PERSON RESPONSIBLE	DEADLINE