

MINUTES OF REGULAR MEETING
OF THE
TECHNICAL COORDINATING COMMITTEE OF THE
HUNTSVILLE AREA METROPOLITAN PLANNING ORGANIZATION,
HELD WEDNESDAY, JUNE 7, 2017

The Technical Coordinating Committee of the Huntsville Area Metropolitan Planning Organization met in a regular meeting on Wednesday, June 7, 2017, at 3:30 p.m., in the Council Chambers of the Municipal Building of the City of Huntsville, Alabama, there being present:

Committee Members:

Ms. Connie Graham	City of Huntsville Planning Division
Mr. Tommy Brown	City of Huntsville Director of Parking and Public Transit
Mr. Dan Sanders	City of Huntsville Director of Traffic Engineering
Mr. Nicholas Nene	City of Huntsville Traffic Engineering
Mr. Houston Matthews	Madison County Engineering
Mr. Richard Grace	Madison County Engineering
Ms. Anne Burkett	Madison County Planning and Economic Development
Mr. Rodney Ellis	Alabama Department of Transportation
Ms. Kaela Hamby	Redstone Arsenal
Mr. Dan Sanders	City of Huntsville Traffic Engineering
Mr. Lucas Blankenship	Top of Alabama Regional Council Of Governments

Staff Members:

Mr. Dennis Madsen	MPO Staff
Ms. Paige Colburn	MPO Staff
Mr. James Moore	MPO Staff
Mr. James Vandiver	MPO Staff
Mr. Steve Dinges	MPO Staff
Mr. John Autry	City of Huntsville Transit Department Staff
Ms. Kim Smith	City of Huntsville Transit Department Staff
Mr. Scott Freeman	City of Huntsville Transit Department Staff

Mr. Madsen, MPO Coordinator, stated that the first item on the agenda was Approval of the Minutes of the March 29, 2017, meeting of the Committee.

Ms. Graham moved for approval of the minutes of the meeting on March 29, 2017.

Said motion was duly seconded by Mr. Matthews.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Committee members present.

Mr. Madsen stated that the next item on the agenda was a presentation of the Draft FY 2018 Unified Planning Work Program.

Mr. Madsen recognized Mr. James Moore.

Mr. Moore made a PowerPoint presentation.

Mr. Moore stated that this was the draft version of the 2018 Unified Planning Work Program, the UPWP. He stated that the purpose of the Unified Planning Work Program was to outline multimodal transportation planning activities within a financially constrained budget, to be conducted in the Huntsville MPO planning area.

Mr. Moore stated that the Unified Planning Work Program was updated every year to provide citizens and stakeholders the necessary transparency to see how Federal and State transportation planning dollars were expended by the Huntsville MPO and the Alabama Department of Transportation.

Mr. Moore stated that examples of tasks performed in the UPWP were as follows: Task I, Administration, covering

administrative support activities such as financial management, contract management, public outreach, and the general management of the MPO; Task II, Data Development and Maintenance, covering the collection, maintenance, and analysis of transportation data, including the development of socioeconomic forecasts and travel demand models to determine where future transportation investments would be; Tasks III and IV, Short and Long-Range Planning, addressing planning for activities taking place within a three- to five-year time frame, including the management of the Transportation Improvement Program, the TIP, the Unified Planning Work Program, the UPWP, and covering planning activities for the long term, including the development of the 2040 Regional Transportation Plan, air quality planning, bicycle and pedestrian facilities, transit, and the promotion of sustainable development; and Task V, Special Studies, covering other planning issues and studies, including major corridor studies; planning, freight planning, congestion management, and safety management, as well as environmental justice and climate change.

Mr. Moore stated that the 2018 Draft UPWP was developed by the MPO staff, in consultation with partner agencies and input from local citizens and stakeholders. He stated that the document may be amended to account for changes in funding or project needs.

Mr. Moore stated that next was a look at the budget. He

stated that the Huntsville MPO's current UPWP, adopted in September 2016, extended through September 30, 2017. He continued that as adopted, the 2018 program funded more than \$756,000 of planning activities and studies for the Huntsville MPO region.

Mr. Madsen asked Mr. Moore for a quick overview of the CAC comments on this item.

Mr. Moore stated that the Citizens Advisory Committee had inquired as to the difference between the final FY 2017 UPWP total funds and the Draft FY 2018 UPWP total funds.

Mr. Moore stated that during the CAC meeting, the MPO staff had directed the CAC membership to the location of both UPWPs on the MPO website. He stated that the final FY 2017 UPWP funds totaled \$745,816.

Mr. Moore stated that there was also a comment that the Transit Study should look at additional routes and service after 6 p.m. and on Saturdays. He stated that Huntsville Public Transit had answered that this study would look at mid-term expansion options for more service, a greater service area, and the mid-term steps, in the next 2 to 15 years, toward a long-term goal of a regional transit system.

Mr. Madsen stated, as a point of clarification, that on the first bullet, that was roughly a 10 to 12 thousand dollar uptick in the funds over the prior year. He stated concerning the Transit Study, that Transit had taken that on, that it was actually a recommendation from the FTA during their TMA Review

that the MPO do a little more mid-range planning in terms of transit, to actually look at that 2- to 15-year range. He continued that before they had even received the final report from FTA, Transit had already undertaken to fill that gap, that that was something they were actually already working on.

Mr. Madsen asked if anyone had any questions for Mr. Moore with regard to the UPWP.

There was no response.

Mr. Brown moved to recommend approval of Resolution No. 04-17, adopting the draft Fiscal Year 2018 Unified Planning Work Program.

Said motion was duly seconded by Ms. Graham.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Committee members present.

Mr. Madsen stated that the next item on the agenda was an amendment to the FY 2016-2019 Transportation Improvement Program.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that this would amend the Other Surface Transportation Program Projects Section of the adopted FY 2016-2019 TIP to add a Utility Relocation phase to the Winchester Road project from Naugher Road to Riverton Road. She stated that the Construction phase of this project was already in the TIP. She continued that it was scheduled for construction to begin in August of 2017. She stated that the

Utility Relocation phase had not been a part of the project previously, but a Utility Relocation phase had been requested, so this amendment would add that phase. She stated that as one could see on the display, the total cost was \$1.7 million, with the Federal share being \$1.1 million and the Other, local, share \$572,740.

Mr. Madsen asked if there were any questions on the project, to be directed to the County.

Ms. Colburn stated that the CAC comments were basically a discussion and questions regarding the complexity of jurisdictional utility issues in the area, if this utility relocation was a Madison County Water issue or a Huntsville Utility Power and Gas issue. She stated that staff had advised them that they would follow up with them on this after this meeting of the TCC.

Mr. Madsen asked Mr. Grace if he could address these questions.

Mr. Grace stated that the answer to both questions was "Yes."

Mr. Madsen asked if there was any further discussion of this item.

There was no response.

Mr. Grace moved to recommend approval of Resolution No. 05-17, amending the Other Surface Transportation Program Projects Section of the adopted FY 2016-2019 TIP to add a Utility Relocation Phase to the Winchester Road Project from

Naugher Road to Riverton Road.

Said motion was duly seconded by Mr. Matthews.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Committee members present.

Mr. Madsen stated that the next item on the agenda was an amendment to the FY 2016-2019 Transportation Improvement Program.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that this amended the Other Surface Transportation Program Projects Section of the adopted 2016-2019 TIP to add a maintenance resurfacing project on US Highway 72 from the intersection of US Highway 231/431 to the intersection of I-565.

Ms. Colburn stated that the phase that one could see in the blue box on the display was unique, noting that they were used to seeing Construction, Right-of-Way, Utility, and PE phases, but that this was FM, which she noted meant "Federal Maintenance." She stated that this was a Federal Maintenance project on a Federal highway, in the amount of \$688,000, with the Federal share being \$563,000 and the State share being \$125,000. She stated that this work was scheduled to begin on June 30, 2017, and the funds had already been authorized. She stated that the project was moving forward, that it just needed to be added to the TIP.

Mr. Madsen asked if there had been any CAC comments on

this item.

Ms. Colburn stated that they had had questions concerning the Meridian Street Bridge, if there were going to be any upgrades or if closures were possible during this project, or if it would be otherwise affected. She stated that the answer had been no, that it did not appear there would be any changes to the bridge since the cost of the project was less than \$700,000.

Ms. Colburn asked if ALDOT would like to comment on this.

Mr. Ellis stated that there would not be any structural changes to the bridge.

Mr. Madsen asked if there was any further discussion of the above amendment.

There was no response.

Mr. Grace moved to recommend approval of Resolution No. 06-17, amending the Other Surface Transportation Program Projects Section of the adopted FY 2016-2019 TIP to add a maintenance resurfacing project on US Highway 72 from the intersection of US Highway 231/431 to the intersection of I-565.

Said motion was duly seconded by Mr. Brown.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Technical Coordinating Committee members present.

Mr. Madsen stated that the next item on the agenda was an amendment to the FY 2016-2019 Transportation Improvement

Program.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that this was a resolution amending the Transit Projects Section of the adopted 2016-2019 TIP to alter the Section 5307 FTA Transit funding by deleting a City of Huntsville FY 2018 Transit Project and adding a replacement FY 2018 Transit Project. She stated that the FTA had several sections of their grant funding, and that this Section 5307 applied specifically to the fixed-route transit system of the City of Huntsville's Public Transit. She stated that there would be a deletion of Project No. 100064132 from the TIP and the addition of Project No. 100067016. She stated that the cost would go up, but there was an increase in Section 5307 FTA Funds.

Ms. Colburn stated that this also had to do with their Transportation Management Area Certification Review that Mr. Madsen had mentioned earlier. She stated that the FTA had stated during that review process that the wording of the description of this project, 100064132, was too vague, noting that on the top line of the display, which was highlighted, it said "Other Capital Projects/Items FY 2018." She continued that the wording had been changed on the new project, that 100067016 had the wording "Communications Equipment Acquisitions FY 2018," and the new dollar amounts in the further columns.

Ms. Colburn stated that these were the changes to the Transit Projects Section by this amendment.

Mr. Madsen asked if there were any CAC comments concerning this amendment.

Ms. Colburn replied in the affirmative. She stated that they had asked if there was an itemized list of the Communications Equipment. She stated that the City of Huntsville Public Transit was available at the CAC meeting to discuss in detail the increase in funding and what it would be used for. She continued that they had described the Automated Vehicle Location system, the AVL system, to be paid for using this increase in funds.

Ms. Colburn stated that another question by the CAC was if staff could be paid with these funds, more bus drivers specifically, concerning the topic that had come up earlier with the UPWP, the desire for longer service times and time on Saturdays. She stated that staff could be paid through 5307, but none of this current increase on this TIP amendment would be used toward staff or hiring more drivers.

Mr. Madsen asked if there were any questions concerning this amendment.

There was no response.

Ms. Graham moved to recommend approval of Resolution No. 07-17, amending the Transit Projects Section of the adopted FY 2016-2019 TIP to alter the Section 5307 FTA transit funding by deleting a City of Huntsville FY 2018 Transit Project and

adding a replacement FY 2018 Transit Project.

Said motion was duly seconded by Mr. Sanders.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Committee members present.

Mr. Madsen stated that the next item on the agenda was an amendment to the FY 2016-2019 Transportation Improvement Program.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that this was a resolution amending the Transit Projects Section of the adopted 2016-2019 TIP to add two new FY 2017 transit project numbers for existing Section 5311 and Section 5310 FTA funding for the Madison County Commission and the ARC of Madison County.

Ms. Colburn stated that the MPO, the TCC, and the CAC had all approved funding in these two FTA grant funding categories, Section 5311 and Section 5310, the prior year and in 2015. She continued that during those resolutions and amendments to the TIP, there was not a project number associated with the projects and the dollars that were added to the TIP, so this amendment was to add these two project numbers that were displayed on the left of the screen. She stated that No. 100066766 was Section 5310 Transit, Madison County ARC, Capital Rolling Stock Funds.

Ms. Colburn stated that the Committee members might recall that Susan Klingel had spoken to the MPO and each of the

MPO committees about these funds in the past. She continued that both of these projects had already been authorized back in October of 2016, and both of them had a start date of June 1, 2017.

Ms. Colburn stated that this was really just an Administrative Modification that had to be done as an amendment to the TIP because technically new projects were being added to the TIP.

Mr. Madsen asked if there were any questions concerning the above amendment.

There was no response.

Ms. Burkett recommended approval of Resolution No. 08-17, amending the Transit Projects Section of the adopted FY 2016-2019 TIP to add two new FY 2017 Transit Project numbers for existing Section 5311 and Section 5310 FTA funding for the Madison County Commission and the ARC of Madison County.

Said motion was duly seconded by Mr. Matthews.

Mr. Madsen called for the vote on the above motion, and it was unanimously approved by the Technical Coordinating Committee members present.

Mr. Madsen stated that the next item on the agenda was the City of Huntsville Public Transit Shares Transit Asset Management Performance Measures.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn stated that the City of Huntsville Public Transit was in the process of doing a Transit Asset Management

Plan that was required, and that as a part of that, the first step was Transit Asset Management Performance Measures. She stated that these were not required to be adopted or approved by this body but were required to be shared with the body.

Ms. Colburn stated that Mr. John Autry of the City of Huntsville Public Transit would make this presentation.

Mr. Autry stated that he was the Public Transit Manager for the City of Huntsville. He stated that as Ms. Colburn had indicated, the Federal Transit Administration, through its most recent authorizing legislation, the FAST Act, required all transit agencies receiving grant funds to develop Transit Asset Management Plans.

Mr. Autry stated that the assets of the transit agency in Huntsville included 20 fixed-route transit buses, 22 paratransit minibuses, one bus transfer station, and a transit station at the Bridge Street Mall. He stated that the performance measures that they would be informing the MPO of later on this date were in line with the City's asset replacement schedule for vehicles, which was that no more than 20 percent of the fixed-route buses would exceed their useful life and no more than 20 percent of the paratransit vehicles would exceed their useful life, and all stations and other facility assets would be maintained at FTA Level 3 or better.

Mr. Madsen asked if there were any questions for Mr. Autry.

There was no response.

Mr. Madsen stated that there would be no vote required on this, that it was just a point of information.

Mr. Madsen stated that the next item on the agenda was Review of Administrative Modifications to MPO Documents since the last MPO meeting.

Mr. Madsen recognized Ms. Colburn.

Ms. Colburn made a PowerPoint Presentation.

Ms. Colburn stated that this was a new item on the CAC, TCC, and MPO agendas. She stated that they had always done Administrative Modifications, but they had not always shared them with these bodies. She stated that an Administrative Modification was a minor revision to the cost, funding sources, or initiation dates of projects in the Transportation Improvement Program, the TIP, or the Statewide Transportation Improvement Program, the STIP. She stated that this was taken from the TIP itself, the actual definition of an Administrative Modification.

Ms. Colburn stated that in practice, these were routine edits to the MPO documents that occurred between meetings. She stated that by ALDOT practice, this also included Highway Safety Improvement Program project additions, which were Safety projects that were added by the Feds or the State, and they were automatically added to the STIP, which meant they were automatically added to the TIP.

Ms. Colburn stated that the staff would now report these Administrative Modifications to each of the committees every

quarter.

Ms. Colburn stated that the first one that had happened since the last MPO meeting was the addition of a Safety project. She stated that Project No. 100066585 was construction that would start the following month and would cost \$300,000. She stated that this was at the railroad crossing on James Record Road. She stated that the stop light intersection that one could see on the display just a little way down this road was Wall Triana, and that this was a railroad crossing just after the Wall Triana intersection with James Record Road. She stated that she was assuming that they were going to be installing arms or something of that sort.

Ms. Colburn asked if ALDOT had any comments on this project.

Mr. Ellis stated that that was correct, that it would be installation of gates.

Ms. Colburn stated that the second Administrative Modification was the addition of a Safety project, No. 100066853, with construction to start on June 15, 2017, at a cost of \$50,000. She stated that this would be patching of the northbound outside lane on Governors Drive/431, just west of Parkhill Road, which she indicated on the display. She stated that this was going up to Monte Sano on Governors Drive. She stated that on the far right of the road, one could see where the pavement color changed and stated that she believed that was where the project was located.

Ms. Colburn stated that the next modification was Changes in Project Costs that had occurred in the TIP between the last MPO meeting and this meeting. She stated that there was a decrease of \$700,000 for additional lanes on Martin Road from Wall Triana Boulevard to Old Jim Williams Road; an increase of \$871,000 to the widening and realignment of Church Street, Phase 1; and an increase of \$54,000 to Huntsville Transit Operating Assistance FY 2018. She stated that this was another FTA Section 5307 increase, but because this one did not involve the deletion or addition of a project, it could be performed as an Administrative Modification, not requiring an amendment to the TIP.

Mr. Madsen asked if there were any questions on the Administrative Modifications.

Ms. Jennifer Nelson asked if there was a quantitative value for the Administrative Modifications, such as within 10 percent or 5 percent of the original cost. She asked further if there was a limit for Administrative Modifications to a project.

Ms. Colburn stated that all of the project cost changes were changes that were less than 10 percent of the total project cost. She continued that if they were over 10 percent or \$5 million, whichever was greater, a TIP amendment, with a resolution on the agenda, had to occur.

Mr. Madsen stated that he was not aware of a limit in terms of the changes, but they would talk with ALDOT and get a

firm answer to that question.

Mr. Madsen asked if there was any Other Business to come before the Technical Coordinating Committee.

Ms. Colburn replied in the negative.

Upon motion, duly seconded, the meeting was adjourned.