

**TECHNICAL COORDINATING COMMITTEE  
OF THE  
HUNTSVILLE AREA METROPOLITAN PLANNING ORGANIZATION  
MINUTES**

**Regular Meeting - May 30, 2018 - 3:30 p.m.**

**City Council Chambers, Municipal Building  
Huntsville, Alabama**

**Committee Members Present:**

Mr. Dennis Madsen	City of Huntsville, Director of Urban and Long-Range Planning
Mr. James Moore	City of Huntsville Planning Division
Mr. Shane Davis	City of Huntsville, Director of Urban and Economic Development
Ms. Kathy Martin	City of Huntsville, Director of Engineering
Mr. Dan Sanders	City of Huntsville, Director of Traffic Engineering
Mr. Trey Riley	City of Huntsville, City Attorney
Ms. Brandi Quick	City of Huntsville, Executive Director, Ditto Landing
Mr. Tommy Brown	City of Huntsville, Director of Parking and Public Transit
Mr. Rick Tucker	Huntsville International Airport, Executive Director
Ms. Mary Beth Broeren	City of Madison
Ms. Anne Burkett	Madison County Planning and Economic Development
Mr. Houston Matthews	Madison County Engineering
Mr. Les Hopson	Alabama Department of Transportation
Mr. Allen Teague	Alabama Department of Transportation

**Staff Members Present:**

Ms. Paige Colburn	MPO Staff
Mr. Steve Dinges	MPO Staff

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The meeting was called to order by Mr. James Moore at the time and place noted above.

Mr. Moore stated that the first item on the agenda was Approval of the

Minutes of the meeting of March 28, 2018.

Mr. Tucker moved for approval of the minutes of the meeting on March 28, 2018.

Said motion was duly seconded by Mr. Hopson.

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

Mr. Moore stated that the next item on the agenda was the Alabama Performance Management Agreement between ALDOT and the Huntsville Area MPO.

Mr. Moore recognized Ms. Paige Colburn of the MPO staff.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that as the TCC members had been hearing over the last several meetings, along with a special meeting in January, these were the Performance Measures required through MAP-21 and the FAST Act, FHWA legislation. She continued that the 23 CFR 450 required all MPOs to cooperatively determine their mutual responsibilities in carrying out the Metropolitan Transportation Planning process.

Ms. Colburn stated that the TCC members all had a packet of material that had page numbers in bold in the top right-hand corner. She continued that on page 1, there was a letter the MPO had sent to ALDOT, stating their Safety Performance Measures, their Safety Performance Management targets. She stated that these were decided at the TCC meeting in January, and the letter had been sent in February. She stated that on the back of that page, there was a memorandum of April 16, 2018, from ALDOT and FHWA to the MPO, detailing the things required for the MPO to do for Performance Management by May 27th. She stated that they had given them a little leniency

in this because May 27th was on a weekend, and on Memorial Day weekend, so they were taking care of everything that was on page 2, this April 16, 2018, memo, on this date, at the TCC and MPO meetings.

Ms. Colburn stated that there were three bullets toward the bottom of that page that showed what the Transportation Improvement Program, the TIP, and the Long-Range Transportation Plan, the LRTP, must include. She stated that if they were ever going to do any edits or amendments to those plans after May 27, 2018, they had to have a description of Performance Measures and Targets, a Systems Performance Report, and the Performance Measures Agreement. She stated that the Performance Measures Agreement was what they were talking about at this time, and that was pages 3 through 8, the Performance Management Agreement between the State and the MPO. She stated that there were not many surprises in that agreement, except for the Systems Performance Report, which she noted was on page 4 and was mentioned again on page 6.

Ms. Colburn stated that the Systems Performance Report was something they did not realize they would have to do, but they had discussed it with ALDOT, and they had sent them materials they needed for the Systems Performance Report, to put in the TIP and the LRTP.

Ms. Colburn stated that they hoped that on this date the MPO would sign this agreement and make it official that they were cooperating and collaborating with ALDOT as required.

Ms. Colburn stated that there was no voting, or anything such as that, that the TCC needed to do in regard to this, that this was just informing the TCC that the MPO would be entering into a brand-new agreement.

Mr. Moore asked if there were any comments or questions concerning

the above item.

Mr. Moore stated that the next item on the agenda was an amendment to the FY 2016-2019 Transportation Improvement Program, Resolution No. 04-18, adding Performance Measures language to the Adopted 2016-2019 TIP.

Mr. Moore recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that if one moved past the pages in the packet with the bold numbers at the top, one would get to the resolutions. She stated that Resolution No. 04-18 was the one that would be discussed at this time. She stated that this added Performance Measures language and the Alabama Performance Management Agreement they had just discussed to the TIP. She stated that this resolution went on for several pages, and these pages detailed all of the language, the Performance Measures language, that would be added to the 2016-2019 TIP. She stated that it would include several paragraphs of the history of Performance Measures and Performance Management, and it would include a copy of the signed Alabama Performance Management Agreement they had just discussed, and it would have a brief Systems Performance Report that was provided by ALDOT. She stated that one would see that on the third page of the resolution, there were three paragraphs there, and that was the Systems Performance Report that was provided to them. She stated that all this information would be added to their 2016-2019 TIP, per this resolution.

Mr. Davis moved to recommend approval of Resolution No. 04-18, adding Performance Measures language to the Adopted 2016-2019 TIP.

Said motion was duly seconded by Mr. Brown.

Mr. Moore asked if there was any discussion of the above motion.

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

Mr. Moore stated that the next item on the agenda was an amendment to the Year 2040 Long-Range Transportation Plan (LRTP). He stated that Resolution No. 05-18 added Performance Measures language to the Adopted Year 2040 LRTP.

Mr. Moore recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that this was exactly the same as the prior resolution, except they would be editing the 2040 Long-Range Transportation Plan, to include all this language. She stated that if one flipped forward in the resolutions, one would see that Resolution No. 05-18 looked identical to Resolution No. 04-18. She stated that what had changed was that everywhere in Resolution No. 04-18 where it said "TIP" or "2016-2019 Transportation Improvement Program," it now said, in Resolution No. 05-18, "Long-Range Transportation Plan (LRTP)" or "Year 2040 Long-Range Transportation Plan."

Ms. Colburn stated that they would add all the same language they had mentioned in Resolution No. 04-18, the brief history and synopsis, the signed Alabama Performance Management Agreement, and the same Systems Performance Report provided by ALDOT, to the Long-Range Transportation Plan with this Resolution No. 05-18.

Mr. Madsen moved to recommend approval of Resolution No. 05-18.

Said motion was duly seconded by Mr. Brown.

Mr. Moore asked if there was any discussion of the above motion.

Mr. Moore called for the vote on the above motion, and it was

unanimously approved by the Committee members present.

Mr. Moore stated that the next item on the agenda was the adoption of the FY 2019 Unified Planning Work Program (UPWP). He stated that Resolution No. 06-18 adopted the FY 2019 UPWP.

Mr. Moore recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that the Unified Planning Work Program was a document that had come before this body many times; in fact, annually. She stated that the purpose of the UPWP was to outline the Multimodal Transportation Planning Activities within their Planning budget. She stated that the UPWP was updated every year. She continued that the TCC actually saw it twice a year, that a draft was due to ALDOT in June of every year, and a final was due to ALDOT in September of every year.

Ms. Colburn stated that the plan had gone out for two weeks of public review. She stated that this was a draft of the plan, noting that there were some things in it that were always in the plan; for example, Administration tasks, Data Development and Maintenance tasks. She stated that she had included the Special Studies task because they had been talking a lot about Special Studies in the UPWP in prior meetings. She continued that they had talked about the Transit Study that was added to the FY 2018 UPWP before it was adopted in August of 2017, and they had talked about the Commuter Study for congestion management, which was added to the FY 2018 UPWP at the March meeting. She stated that Task V was all of these special studies like that.

Ms. Colburn stated, concerning the 2018 UPWP versus the 2017 UPWP, that the current UPWP was adopted in September of 2017 and funded all the

planning activities through September of 2018. She stated that its total was \$827,664. She noted that this was higher than the number one could see for 2019 because it included the recently adopted March 2018 addition of \$59,700 for the FY 2015 rollover that they had to spend by September of 2018 or the funds would go away, they would expire. She continued that they were going to use these funds on the Regional Commuter Study she had just mentioned.

Ms. Colburn stated that as adopted, the 2019 UPWP would fund over \$767,500 worth of planning activities. She stated that there would probably be some changes between the draft and the final version, as ALDOT reviewed it over the summer and they continued discussions about potential rollover funds from FY 2016 or 2017. She stated that they were not quite sure about those funds or what they might use them for as of this time.

Mr. Brown moved to recommend approval of Resolution No. 06-18, adopting the FY 2019 UPWP.

Said motion was duly seconded by Mr. Madsen.

Mr. Moore asked if there was any discussion of the above motion.

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

Mr. Moore stated that the next item on the agenda was Adoption of the 2018 Public Participation Plan (PPP). He stated that Resolution No. 07-18 adopted the 2018 PPP.

Mr. Moore recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that the TCC members had seen this document several times previously, noting that it had first been adopted in January of 2014, being at that time the 2014 Public Participation Plan. She stated this was

supposed to be updated every four years, and they had gone through a revision draft that had been brought before this Committee on December 7, 2016. She stated that that draft had gone out for 45 days of public review in October and November of 2016, and that since then they had had their TMA Certification Review, in February of 2017, and they had suggested several edits to the PPP. She continued that they had made those edits and had also added several things to the plan, related to their updated forms of public outreach, such as social media, the MPO website, the TQ Newsletter, and the TQR Blog. She stated that this document also included their federally required Title VI Limited English Proficiency Plan, the LEP, as an appendix. She stated that this was a required document and was updated from the 2013 version to include some of their new partner agencies, as suggested by FHWA and FTA during the certification review, and to update all their demographics that were listed in the plan for 2013, which were now updated to 2017-2018.

Mr. Brown moved to recommend approval of Resolution No. 07-18, adopting the 2018 Public Participation Plan.

Said motion was duly seconded by Mr. Madsen.

Mr. Moore asked if there was any discussion of the above motion.

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

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

Mr. Moore recognized Ms. Colburn.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that there had been only one actual modification to a document. She continued that they were also going to discuss some things



from the TMA Certification Review.

Ms. Colburn stated that "Administration Modifications" were routine edits to MPO documents that occurred between meetings, noting that this also included the Highway Safety Improvement Program project additions that were automatically added to the State's Transportation Improvement Program. She stated that the staff reported these Administrative Modifications to all the MPO committees each quarter.

Ms. Colburn stated that the first document change they made was a 2016-2019 Transportation Improvement Program project adjustment, noting that this had to do with Madison County's High-Risk Rural Roads (HRRR) projects. She stated that these projects had come before the Committee initially in August of 2016, after two weeks of public review. She stated that these were the same four projects which were now being divided up into four project numbers rather than just one. She stated that normally when project numbers were added to any of their documents, it looked as though new projects had been added, which she noted required two weeks of public review, an amendment, a resolution, et cetera. She stated that the reason they had been able to do this as an Administrative Modification rather than an amendment was that the funds and the project descriptions for these projects were not changing in any way.

Ms. Colburn stated that the MPO resolution that had gone out for two weeks of public review in August of 2016 was Resolution No. 16-16, and it listed each one of these four projects in detail and talked about shoulder widening on Ryland Pike from US 72 to Everett Road; Hobbs Island Road from the Huntsville city limits to Vann Road; Wall Triana Highway from Madison city limits to McCrary Road; and Moores Mill Road from Countess Road to

Darwin Road. She continued that it had the total project cost, and the cost distribution, all of which remained the same as it was in August of 2016.

Ms. Colburn stated that what she was displaying at this time was an actual slide from the August 2016 MPO meeting, that it was Resolution No. 16-16, which she had just described, and that on this slide, and in the minutes of the August 2016 CAC, TCC, and MPO meetings, one would see descriptions of all four of these projects, under the single Project No. 100065247. She stated that they were described in detail at the August 2016 meetings.

Ms. Colburn stated that what was being displayed at this time was a map that had been presented at the meetings, that it was a map that had gone out for public review prior to the meetings. She stated that it had the total cost, and the Federal and State fund breakdown, which remained the same within their document. She stated that this was discussed in detail at these meetings. She continued that, also, they had done a TQ article on this project, with the exact same costs that were displayed on the screen, from August of 2016, and they described all four of the projects: safety improvements along Hobbs Island Road, Moores Mill Road, Ryland Pike, and Wall Triana Highway. She stated that they had included the cost, and everything else, in the Summer 2016 Transportation Quarterly.

Ms. Colburn stated that she had said all of this to say that a lot of public review had been done on these four projects, and, literally, the only thing changing was the project numbers. She stated that originally the first project number for all four projects listed in Resolution No. 16-16 from August 2016 was just the first number seen on the screen, 100065247, and it had that total amount of \$2,748.065 for just that one project number. She stated that at this

time they were dividing this up into these four different project numbers, but the total amount was the same, and the projects were the same, that nothing was changing besides the project numbers, so they had done an Administrative Modification for that.

Ms. Colburn stated that next was the last few pages of the packet with the bold numbers in the top, right-hand corner, starting at page 9. She stated that there was a letter dated April 2, 2018, from the Alabama Division of the Federal Highway Administration to Chairman Strong, the Chair of the Metropolitan Planning Organization, that requested an update on the TMA Certification recommendations, recommendations to the TIP, recommendations for the LRTP, recommendations for the Civil Rights Requirements, and recommendations for Non-Motorized Planning/Livability.

Ms. Colburn stated that on May 14, 2018, the MPO had responded to FHWA and described in detail all the things the MPO had done in the ensuing 14 or 16 months since they had received these recommendations. She continued that, actually, they had not gotten the recommendations until summer, so it had been only about 12 months. She stated that in 12 months, they had made all these changes in relationship to all the recommendations detailed on pages 11, 12, and 13, and they had sent that letter out in the middle of May.

Ms. Colburn stated that those were the only two major changes to any MPO documents, or any MPO updates, in the eight weeks since the last MPO meeting.

Mr. Moore asked if there were any comments or any questions for Ms. Colburn.

Mr. Moore stated that the next item on the agenda was Public

Comments. He asked if there was anyone present who would like to comment at this time.

There was no response.

Mr. Moore stated that the next item on the agenda was Other Business. He asked if there was any other business to come before the committee.

There was no response.

Mr. Moore stated that the meeting was adjourned.

**(Meeting adjourned at 3:50 p.m.)**