

**CITIZENS ADVISORY COMMITTEE OF THE
HUNTSVILLE AREA METROPOLITAN PLANNING ORGANIZATION**

MINUTES

Regular Meeting - August 26, 2019 - 5 p.m.

**City Council Conference Room, Municipal Building
Huntsville, Alabama**

Committee Members Present:

Mr. Taron Thorpe	Acting Chairman - City of Huntsville
Mr. Trent Griffin	City of Huntsville
Mr. Todd Slyman	City of Huntsville
Mr. Gary T. Whitley, Jr.	City of Huntsville
Mr. Patrick Mason	City of Madison
Mr. Russ McDonald	Limestone/Huntsville

MPO Staff Members Present:

Ms. Shontrill Lowe
Ms. Paige Colburn
Mr. James Moore

The meeting was called to order by Acting Chairman Thorpe at the time and place noted above.

Acting Chairman Thorpe stated that in the absence of Chairman Tony Smith, he would be presiding over the meeting.

Acting Chairman Thorpe stated that the members should have received a copy of the agenda and asked for a motion for approval of the agenda.

Mr. Whitley moved to approve the agenda as presented, which motion was duly seconded by Mr. Griffin.

Acting Chairman Thorpe asked if there was any discussion.

Acting Chairman Thorpe called for the vote on the above motion, and it was unanimously approved by the Citizens Advisory Committee members present.

Acting Chairman Thorpe stated that the members should have received a copy of the Minutes of the meeting of the Citizens Advisory Committee on May 20, 2019. He asked if there was a motion to approve the Minutes as presented.

Mr. Griffin moved for approval of the Minutes of the Regular Meeting of the Citizens Advisory Committee held on May 20, 2019.

Said motion was duly seconded by Mr. McDonald.

Acting Chairman Thorpe called for the vote on the above motion, and it was unanimously approved by the Citizens Advisory Committee members present.

Acting Chairman Thorpe stated that the next item on the agenda was Jurisdiction Reports.

Acting Chairman Thorpe asked if there was a member present representing Madison County who wished to comment at this time.

There was no response.

Acting Chairman Thorpe asked if there was a member present representing the City of Huntsville who wished to comment at this time.

There was no response.

Acting Chairman Thorpe asked if there was a member present representing the City of Madison who wished to comment at this time.

There was no response.

Acting Chairman Thorpe asked if there was a member present from the Town of Triana who wished to comment at this time.

There was no response.

Acting Chairman Thorpe asked if there was a member present from the Town of Owens Cross Roads who wished to comment at this time.

There was no response.

Acting Chairman Thorpe stated that the next item on the agenda was Discussion - Long-Range Transportation Plan (LRTP) Update.

Ms. Paige Colburn stated that she was with the MPO staff, and she had a Long-Range Transportation Plan Update. She stated that the last time they had discussed this matter, they had not named the consultant for the Long-Range Transportation Plan, and she would do that at this time. She stated that Croy Engineering was the consultant, and she asked two employees of the company who were in the audience to raise their hands to be identified. She thanked them for being in attendance at the meeting.

Ms. Colburn stated that if the Citizens Advisory Committee members had any questions concerning this Plan, these gentlemen could certainly answer them.

Ms. Colburn made a PowerPoint presentation.

Ms. Colburn stated that the Draft of the Long-Range Transportation Plan Update would be presented to this Committee, to the TCC, and to the MPO in January of 2020. She continued that this would be followed by a 45-day public comment period, and then the Final Plan would be due in March of 2020. She stated that between this date and January of 2020, there might be opportunities for this Committee to receive more information concerning this Update, such information coming in terms of emails directing persons to information that would be on line. She stated that they were also working on getting a Commuter Study done in tandem with this process. She stated that

the Commuter Study would probably last a little bit longer than the LRTP process. She continued that they would be hearing more about this at the next CAC meeting.

Ms. Colburn stated that they needed some feedback concerning the name of the LRTP they were working on at this time, noting that they were thinking about calling it "TRIP 2045." She stated that "TRIP" stood for "Transportation Regionally Innovative Projects."

Ms. Colburn stated that all of the CAC members, as their spokespersons to the public, through all the jurisdictions, needed to email either Shontrill or her about this wonderful game they had. She stated that it was the "Spend the MPO Money Board." She stated that this was their public outreach opportunity, to engage the public in the Long-Range Transportation Planning process.

Ms. Colburn stated that they had a bunch of MPO bucks, and they would give everyone \$500 million each and ask them to spend that money on new projects of their choice which were on the board. She stated that there were several Alternative Modes projects and several very large-scale transportation projects, such as the Intersection of Memorial Parkway and 565, the Intersection of 255 and 565, and the widening of 65. She stated that regional Transit was on there, and the Singing River Trail, the original 80-mile Greenway, was on there.

Ms. Colburn stated that they would be tallying and keeping score, as Shontrill would show them on the screen, of the public outreach results they would get. She stated that this would help over the next several months, in the course of the development of the TRIP 2045 Long-Range Transportation Plan, to gauge what the public was looking for in the 2045 Plan.

Ms. Colburn stated that the mission they had for each of the CAC members was to email either Shontrill or her. She continued that she knew each one of the members wore many hats, and they could invite the MPO to come and do this song-and-dance for their organization, their church, their place of business, Rotary, or anything such as that that they might be a part of. She stated that they would like to come out and do the "Spend the MPO Money" game and talk about the TRIP 2045 Plan.

Acting Chairman Thorpe asked if there was any discussion of this matter.

Mr. Slyman inquired as to how they were to do this.

Ms. Colburn stated that persons should send either Shontrill or her an email telling them where they should take this show.

Mr. Slyman suggested that the MPO staff send each of the members an email requesting this since there were a lot of members who were not in attendance at this meeting.

Acting Chairman Thorpe stated that the next item on the agenda was Adoption - MPO Self-Certification Question and Answer Form.

Ms. Lowe made a PowerPoint presentation.

Ms. Lowe stated that Resolution No. 24-19 was the MPO Self-Certification Question and Answer Form. She stated that this was required by the federal government, to go inside the updated TIP, 2020-2023. She stated that this was basically a lot of questions and answers pertaining to the Statewide TIP and the process the TIP went through to make sure it was in coordination with the State's process. She stated that this would go before the MPO at their meeting on the following Wednesday at 4 p.m.

Acting Chairman Thorpe asked if there was any further discussion on Resolution No. 24-19.

Mr. Griffin moved to recommend approval of Resolution No. 24-19, amending the MPO Self- Certification section in the adopted FY 2020-2023 TIP to include the attached Self-Certification Form, ADA Compliance Spreadsheet, and letters from MPO member jurisdictions.

Said motion was duly seconded by Mr. Slyman.

Acting Chairman Thorpe asked if there was any discussion of the above motion.

Acting Chairman Thorpe called for the vote on the above motion, and it was unanimously approved by the Citizens Advisory Committee members present.

Acting Chairman Thorpe stated that the next item on the agenda was Adoption - Final FY2020 Unified Planning Work Program (UPWP).

Ms. Lowe made a PowerPoint presentation.

Ms. Lowe stated that Resolution No. 25-19 was to review the Final FY2020 UPWP, the Unified Planning Work Program. She stated that, basically, this program was to outline Multimodal Transportation Planning activities, within a financially constrained budget, to be conducted in the Huntsville-Area MPO Planning area within the next fiscal year. She stated that they performed different tasks under the UPWP, and some of those tasks were Administrative tasks, to do Invoicing and Contract Management, such as that for the Long-Range Transportation Plan. She stated that they also did Public Outreach and General Management, such as their salaries, et cetera.

Ms. Lowe stated that they also had Task II, Data Development and Maintenance. She stated that some of these tasks included Socioeconomic Forecasts and the Travel Demand Model portion of the Long-Range Transportation Plan and other plans, such as the TIP and the UPWP itself.

Ms. Lowe stated that Tasks III and IV addressed Long-Range and Short-Range Planning activities, noting that some of that could be considered the Transit Plan they had updated with the Huntsville Transit System in the past fiscal year.

Ms. Lowe stated that Task V was Special Studies, which covered other issues, such as major Corridor Studies or a Congestion Management Plan such as the one mentioned earlier.

Ms. Lowe stated that looking from 2019 to 2020, the Huntsville MPO's current Budget was adopted in August of 2018, and it extended through September 30, 2019. She stated that the final total of that was \$651,524. She stated that the new program would fund over \$726,000 worth of Planning activities. She stated that a couple of activities that were under this plan were the Madison County Transportation Master Plan and Implementation Study, and what was awarded to the City of Huntsville, the Memorial Parkway Intersection Safety Study.

Acting Chairman Thorpe asked if there was any discussion.

Mr. McDonald asked who funded all of this, if it came from more than one source, if it was not just one city. He asked where the funding came from for this.

Ms. Lowe stated that most of it was federal funds, but the cities also had a match of 20 percent. She stated that they would put in the 20 percent, such as Madison County, the Transportation Master Plan Implementation Study, that for that particular study, DOT had funds out, a special application, for old funds that they kind of had sitting, and they wanted to utilize those funds before they went back to the feds, so they put out an application, and everyone applied, and Madison County and the City of Huntsville got their portion, and

they put in their percent, the match, so they would be doing those this fiscal year.

Mr. Griffin stated that Ms. Lowe had said she was going to review this, and he asked if that was the intent of this or if there was a lot of work to be done. He asked if these dollars had already been allocated to everyone who was going to use them.

Ms. Lowe stated that as far as the studies were concerned, that as she had mentioned, each task was a different thing, such as the Administrative Task was for salaries and different things, as far as this particular task. She stated that the PL Funds were for Task V, and those had been allocated already to Madison County and the City of Huntsville. She stated that she believed those totals were 100,000 and 225,000.

Mr. Griffin asked if that was the matching part.

Ms. Lowe stated that that was the total. he stated that it was 80/20 for Madison County and 180/45 for the City of Huntsville, if she was not mistaken. She stated that she would check her numbers later.

Mr. Slyman asked if each municipality did their own studies and got reimbursed by these funds, or who was doing the studies.

Ms. Lowe stated that Madison County and the City of Huntsville were doing them, but the MPO was kind of hanging in the back, helping out. She stated that they were the assisting agency. She stated that they were doing their own studies, but they were there to assist any of the jurisdictions to do any of their particular studies or programs.

Mr. Slyman asked if when they were doing these studies, they were being reimbursed out of the MPO funds or if they were providing their own funds for that.

Ms. Lowe stated that that was their 20 percent match, those funds, and the federal funds were floating through the MPO, that they funneled them through.

Mr. Slyman asked who determined who got to use those dollars.

Ms. Lowe stated that ALDOT actually determined who got to use those dollars because they applied for those particular funds.

Mr. Slyman asked if they had a list of what projects had been applied for for the \$726,266.

Ms. Lowe stated that not all of those funds were applicationwise, that those were their apportionments as well, so that the MPO staff could get paid or the LRTP consultant, Cory, could get paid, and other studies, such as the Congestion Management Plan that Ms. Colburn had mentioned earlier. She stated that they had an apportionment from the federal government, as the MPO, that was part of that 726, and the other portion was where Madison County and the City of Huntsville applied for those funds.

Mr. Slyman asked if they had a Budget put together for this 726,266.

Ms. Lowe replied in the affirmative. She stated that it was in their UPWP, in the back. She stated that Mr. Slyman could take a look at it if he would like.

Ms. Colburn stated that this was an annual document that was required by the feds. She stated that the budget was broken down amongst all the Tasks, which Ms. Lowe had listed earlier. She stated that these Tasks were Tasks that were required to be done by MPO staff. She stated that the cost of each of the Tasks was broken down among the MPO staff. She stated that that was where this number came from. She stated that every jurisdiction like theirs, like the Metropolitan Planning Organization, that had more than 500,000 residents,

got so much money, per capita, from the federal government, for the Planning side.

Ms. Colburn stated that none of these dollars could be used for construction, or for anything else except plans. She stated that when ALDOT put out that they had some more planning dollars, they said they could not use this for Utilities, for Right-of-Way, or anything, to send them a Corridor Study or some sort of Preliminary-Engineering-type thing they wanted to do, to send them their proposal for that. She stated that that was where some of that money came from, and then the rest of it was broken down among the Tasks that Ms. Lowe had mentioned, all of which were required Tasks by the feds, that had to be done by MPOs because MPOs had to exist.

Acting Chairman Thorpe asked if there were any further questions.

Acting Chairman Thorpe asked if there was a motion to approve.

Mr. Griffin moved to recommend approval of Resolution No. 25-19, adopting the Final Unified Planning Work Program for Fiscal Year 2020.

Said motion was duly seconded by Mr. Slyman.

Acting Chairman Thorpe asked if there was any further discussion.

Mr. Slyman asked if Appendix C was the Budget.

Ms. Lowe replied in the affirmative.

Mr. Slyman stated that it had a total of 1.2 million.

Ms. Lowe stated that that included Madison County and the City of Huntsville. She stated that the 726 was just the Tasks, as required by the federal government. She stated that the other 2.5 was added in to make the 1 million. She stated that that was Planning funds.

Ms. Colburn stated that they could change that for the TCC and the MPO.

Ms. Lowe stated that she would make a note to change the slides for the

TCC and MPO meetings.

Acting Chairman Thorpe asked if there was any further discussion of the motion that was on the floor.

Acting Chairman Thorpe called for the vote on the motion to recommend approval of Resolution No. 25-19, and it was unanimously approved by the Citizens Advisory Committee members present.

Acting Chairman Thorpe stated that the next item on the agenda was Adoption - Final FY 2020-2023 Transportation Improvement Program (TIP).

Ms. Lowe made a PowerPoint presentation.

Ms. Lowe stated that Resolution No. 26-19 was required by the federal government, to have a fully updated and approved Transportation Improvement Program. She stated that this was a four-year program of transportation projects within their urbanized area, to have different projects within the Transportation Improvement Program, those of the Transportation Alternatives Program. She stated that they had a section in the TIP that had the City of Madison, the Mill Creek Greenway, Phase 2; they had the City of Huntsville, a bridge, Old Big Cove. She stated that that was a project under the Transportation Alternatives Program section of the TIP. She stated that these were changes that were made from the Draft to the Final.

Ms. Lowe stated that the Wall Triana Corridor Study was moved into 2020. She stated that she thought it was out in 2023.

Ms. Lowe stated that the City of Madison's Old Madison Pike/Slaughter Intersection Improvements, in the first phase of the Slaughter widening, had moved into the TIP cycle from 2026-2028, somewhere in there, to 2023.

Ms. Lowe stated that, also, moving parts from the Draft to the Final, the City of Huntsville's Church Street Bridge at Big Spring Park was moved out to

2023, the Utility and the Construction phase. She stated that she believed they brought forth the Right-of-Way phase back in May of the current year, to this Committee.

Ms. Lowe stated that the City of Madison's Balch Road and Slaughter Road had moved forward to 2020-2021.

Ms. Lowe stated that the City of Huntsville had also added, from the LRTP, the Redstone Arsenal East Connector, Phase 1, from I-565 to Redstone Arsenal Gate 10, the Patton Road Gate.

Ms. Lowe stated that those were the particular projects that came forth from the Draft to the Final, as they talked with the cities and the county, to get approval for different projects that should be included in the Transportation Improvement Program.

Acting Chairman Thorpe asked if there was any discussion.

Mr. McDonald moved to recommend approval of Resolution No. 26-19, adopting the Final FY 2020-2023 Transportation Improvement Program (TIP).

Said motion was duly seconded by Mr. Griffin.

Acting Chairman Thorpe asked if there was any discussion.

Mr. Slyman asked if they were going to move up the widening of Capshaw and Old Monrovia this was where it would show up.

Ms. Lowe replied in the affirmative.

Mr. Slyman asked if, then, they had not moved that up.

Ms. Lowe stated that it was included, but she was not sure what year they were working on for it. She stated that these were subject to move around within the TIP. She stated that when they came back to the Committee with amendments, it was because something had moved up or something had moved back or something had been deleted or something had been added. She stated

that there was still time to move it up or move it back. She stated that she believed it was in there.

Mr. Slyman stated that they had made a motion at their last meeting with regard to that. He stated that he guessed they would find out what the results of that motion had been.

Ms. Lowe stated that she would make a note of that and get back with Mr. Slyman.

Acting Chairman Thorpe asked if there were any further questions.

Acting Chairman Thorpe called for the vote on the motion to recommend approval of Resolution No. 26-19, and it was unanimously approved by the Citizens Advisory Committee members present.

Acting Chairman Thorpe stated that the next item on the agenda was Review of Administrative Modifications to MPO Documents Since Last MPO Meeting. He stated that he did not believe this had to have a vote, but it did need to be reported.

Ms. Lowe stated that "Administrative Modifications" were routine edits that happened in between the MPO meetings, as they had them quarterly. She stated that there were projects that were moved up or moved back, had funds added, et cetera. She stated that Staff was supposed to report these to the Boards and Committees, to make sure that the modifications were at least stated for the public record.

Ms. Lowe stated that the first one was the widening and realignment of Church Street, Phase 1, from Monroe Street to east of Pratt Avenue, and the realignment of Pratt Avenue, including bridge replacement at Pinhook Creek, in the city of Huntsville. She stated that this project was 50 percent complete. She stated that the City was asking for 2 million, due to purchasing the

Sherman Concrete site, not originally in the agreement. She stated that the Federal Highway had made statements that any of the profit from leasing the site should go directly back to the project funding. She stated that the 2 million would be from the MPO Budget, to take care of this particular override.

Mr. Slyman asked who owned that, that paid \$2 million for it.

Ms. Lowe asked what Mr. Slyman's question was.

Mr. Slyman asked who purchased the Sherman Concrete site.

Ms. Lowe stated that it was the City of Huntsville.

Mr. Griffin asked if they were going to lease it.

Ms. Lowe stated that if they were to lease it, any of the profits from leasing the site should go directly back to the project funding, that that was the statement made by Federal Highway. She stated that the MPO was taking care of the overruns, of what they originally thought the project would cost, and if this particular site were to be leased out, the City of Huntsville could not reap the profits, that they would need to put that back with the MPO.

Mr. Slyman asked if that would be as long as the project was open or forever.

Ms. Lowe stated that she could not answer that question, that she would have to get with the DOT for that answer.

Acting Chairman Thorpe stated that the next item on the agenda was Board Member Comments. He asked if any of the Board members had any comments.

Mr. Slyman stated that he would like an update on the motion the Committee had passed at their last meeting regarding Capshaw and Old Monrovia.

Acting Chairman Thorpe stated that he had that listed, for further

discussion on the Capshaw Road project, so that it would be notated in the Minutes for them to have a follow-up on that.

Ms. Lowe stated that that follow-up would come through email.

Mr. Slyman asked if it was correct that Ms. Lowe did not recall what the MPO had said when CAC's motion had been presented to them. He stated that he was just curious as to what they had said.

Ms. Lowe stated that she did not have those notes, that she was sorry.

Acting Chairman Thorpe asked if there were any other comments from any Board member.

Mr. Griffin asked if when they were proposing these studies, they ever took public input for recommendations for any of these studies or if they were all developed by them.

Ms. Lowe stated that the MPO did not necessarily go out for public comment on specific projects. She stated that the jurisdiction in which the project was held did its public comment, its due diligence, as far as the public was concerned. She stated that she was pretty sure that maybe during the design phase they took that into consideration, before they started designing and constructing and actually working on it, or acquiring land for it.

Ms. Colburn asked Mr. Griffin if there was one in particular, from the slides earlier, that he was concerned with.

Mr. Griffin stated that this was about the sidewalk plans and the bike paths.

Ms. Colburn stated that those were predominantly done by the jurisdictions themselves. She stated that the MPO was most of the time only ever involved in federally funded road projects and bridge projects that were typically very large projects. She stated that when federal dollars were involved

in bike and pedestrian projects, it was usually things like greenways, such as they had seen earlier, like, Mill Creek Greenway, for the City of Madison. She stated that Aldridge Creek Greenway had been built with federal money, or some of Aldridge Creek Greenway was built with federal money. She stated that the pedestrian bridge on Old Big Cove was going to be with federal money. She stated that it was usually projects that the jurisdictions were not going to spend out of their regular Capital Plan.

Ms. Colburn stated that, unfortunately, the MPO did not have a lot of say over individual member jurisdictions, how they did their bikes and their sidewalks and stuff. She stated that they tried to incorporate their plans for alternative modes, including bike sidewalks, greenways, transit, everything. She stated that they tried to include their individual jurisdictional plans within their broader MPO documents, like TRIP 2045 or the TIP, but they did not get a lot of say in how member jurisdictions did their plans and how they prioritized bike and pedestrian infrastructure.

Mr. Griffin asked if he wanted to talk to someone about that, who he would talk to.

Ms. Colburn asked if he was referring to the City of Huntsville.

Mr. Griffin replied in the affirmative.

Ms. Colburn stated that he could talk to her or to James Moore. She stated that Mr. Moore focused on bicycle infrastructure, and she focused on greenways and sidewalks. She stated that that was when they took their MPO hats off and put their City of Huntsville hats on, not to be confused with their MPO hats. She stated that James Moore's MPO hat was modeling, and her MPO hat was public outreach.

Acting Chairman Thorpe asked if there were any further Board

comments.

Mr. McDonald stated that he wanted to go back to the widening of Capshaw. He stated that Capshaw Road did fit in over in Limestone County. He stated that he had forgotten the name of the north-south, two-lane road that it dead-ended into. He asked if in this improvement of Capshaw, there was a plan to extend it and connect it over to 72.

Mr. McDonald stated that it looked like it could be easily extended about a mile and a half across an empty cotton field, which would help move traffic a lot better and make it safer than if it just flat dead-ended. He stated that he thought there had been some wrecks there lately because it got so much traffic, and then it ran into a bottleneck. He stated that then trying to get down 72, there was another big bottleneck.

Mr. McDonald stated that it would not take much of an extension to tie it into 72 West. He stated that he just did not know if that had been in the plans at all. He also asked about the east end of it, noting that he was aware that was a lot more congested. He stated that he did not know if there would be an easy way to tie it into 255, Research Boulevard, or whatever it was called right through there. He stated that by default it was an east-west connector at this time. He asked if anybody was looking into tying it into Research Boulevard on the east or tying it in on the west.

Ms. Colburn asked if he was asking, in addition to the widening of Capshaw, perhaps looking at what to do with each of the ends of Capshaw.

Mr. McDonald replied in the affirmative.

Ms. Lowe stated that that would also go into the email that was going to update the Committee members about what had been said at the last meeting, and it would answer the questions about connecting the ends.

Acting Chairman Thorpe asked if there was any further discussion or any questions from Board members.

There was no response.

Acting Chairman Thorpe stated that the next item on the agenda was Opportunity for Public Comment, and he asked if there was anyone in the audience who would like to address the Committee.

There was no response.

Acting Chairman Thorpe stated that hearing none, because they had approved the agenda at the beginning of the meeting, they did not have to have a motion to adjourn.

Acting Chairman Thorpe stated that the meeting was adjourned.

Meeting adjourned on August 26, 2019, at 5:40 p.m.