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Cleveland Urban Area MPO Metropolitan Planning Committee

WEDNESDAY, MARCH 6, 2019, 11:00 O'CLOCK AM, 2nd FLOOR CITY COUNCIL MEETING ROOM, MUNICIPAL BUILDING, 190 CHURCH STREET NE, CLEVELAND, TN

MPO Minutes

1. MPO meeting called to order- 11:06 am

City of Cleveland Mayor, Kevin Brooks called the meeting to order, asked everyone to sign in and called the roll. Those in attendance were; Mayor Kevin Brooks- City of Cleveland, Greg Thomas- City of Cleveland/MPO, Christi Long- City of Cleveland, Andrea Noel- TDOT, Mary Lynn Brown- SETHRA, Bently Thomas- Bradley County, Ted Smith- SETHRA, Vice Mayor Avery Johnson- City of Cleveland, Sara Elmore-TDOT, D. Mayor, Gary Davis- Bradley County and Tim Siniard- Cleveland Banner

2. Approval of meeting minutes— January 9, 2019

Mayor Kevin Brooks asked for approval of the minutes from January 9, 2019. Mayor, Gary Davis made the motion and was seconded by Vice Mayor, Avery Johnson with the exception of one change. Motion was approved unanimously.

3. New Business

- A. Evaluate changes needed to the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) for Performance Measure PM 2 (infrastructure condition) and Performance Measure PM 3 (congestion reduction, system reliability, freight movement, economic vitality)**

MPO Coordinator Greg Thomas reported to the MPO that no vote was needed. It was informational only: The MPO previously made changes to the 2040 RTP and the 2017-2020 TIP to incorporate performance measure language. The timelines for the PM1 Safety performance measure was met but there still are some changes need to support the PM2 infrastructure condition and PM3

system performance (the MPO has agreed to support the TDOT targets for PM2 and PM3).

Proposed addenda to the TIP and RTP to incorporate changes for PM2 and PM 3 follow this memo. These documents described the performance measures, the adopted targets, and the types of projects that the MPO could pursue to support the target. Projects in the current RTP and TIP that support the targets are also noted. These addenda are being shared for the MPO Executive Board and TCC to be aware of them and offer any comments that you may have but these can be handled administratively since no formal amendment to the RTP or TIP is required.

B. Receive project ideas from MPO member jurisdictions and transit provider for consideration in 2020-2023 Transportation Improvement Program (TIP)

MPO Coordinator Greg Thomas explained the following is a list of 2020-2023 TIP Projects:

Dec 2018 – Apr 2019--- Request Program and Project information from transit providers and MPO member jurisdictions; Receive Project Cost Estimation Tool from TDOT

February 2019--- Receive Inflation Rate from TDOT Programming & Scheduling for YOE revenues & expenditures and system-level cost/revenue for O&M

Feb 2019 – May 2019-- Non-Attainment and Maintenance Areas provide IAC with TIP project list for comment

Apr 1 – May 15, 2019-- Receive State Projects and anticipated State funds to program

May 16 – May 31, 2019--- Submit Draft TIP to TDOT for Review (30 business day review)

May 17 – Jul 15, 2019-- TDOT reviews MPOs' draft TIPs

Jun 28 – Jul 15, 2019--- Receive TDOT comments and revise TIP based on comments

Jul 15 – Jul 29, 2019--- Submit Draft TIP to TDOT for submission to FHWA/FTA; TDOT submits Draft TIP to FHWA/FTA (20 business day review)

July 18 – Sept 12, 2019--- FHWA/FTA reviews MPOs' draft TIPs

Aug 29 – Sept 12, 2019-- Receive FHWA/FTA comments and revise TIP based on comments

Sept - Oct 2019--- Obtain Public Comment/Executive Board Approval based on Participation Plan

Nov 9, 2019--- Deadline for Submitting Final Approved Copies of TIP to TDOT;

Nov 10 – Dec 15, 2019--- TDOT submits Rural STIP and MPO TIPs to FHWA/FTA for approval

Nov 15 – Jan 15, 2020--- FHWA/FTA Review Period (20 business days)

Jan 15, 2020--- FHWA/FTA Approval of STIP

Yearlong Amendments to TIP as required

Letters were sent on January 29, 2019 to each of the Cleveland MPO member jurisdictions (Cleveland, Bradley County, McMinn County, Charleston, and Calhoun) and SETHRA/CUATS to solicit projects for possible inclusion in the TIP. The letters asked that the member jurisdictions submit projects by the March 6, 2019 MPO meeting.

As of March 2, 2019, only the City of Cleveland has submitted project ideas and these are as follows:

3R Improvements (includes pedestrian and drainage improvements) on Central Avenue, 17th Street and 20th Street, Norman Chapel Road

Gaut Street Area Multi-modal Improvements

25th Street and Peerless Road Multi-modal Improvements

Adkisson Drive widening and roundabout at Norman Chapel Road

20th Street/ Michigan Avenue Road intersection

Downtown Traffic Study

Traffic Signal System Upgrades (Keith Street and Paul Huff Parkway)

No action was needed.

C. Receive transportation planning study input from MPO member jurisdictions and transit provider for consideration in development of new Unified Planning Work Program (UPWP)

In the January 9, 2019 MPO and TCC meetings the schedule and process for updating the meeting was shared with the MPO and TCC. A letter went to the MPO's member jurisdictions and transit provider in January of 2019 asking for input on work tasks to be included in the UPWP. A meeting was held with CUATS staff and transportation planning consultants WSP to address, among other things, items that could become part of the new UPWP. We are working toward a mid-March 2019 completion of a draft UPWP that would be shared with TDOT.

A preliminary list of work tasks for the 2020-2022 UPWP is shown below. In developing this list, MPO staff has kept in mind the furtherance of the PM1, PM2, and PM3 performance measures to support safety, system maintenance, and system performance. Input is still being received and some modification may still be made based upon the transportation planning needs identified and the necessity of managing the transportation planning work flow within available resources.

TASK 1.0 ADMINISTRATION

- Update PPP to incorporate more use of digital media and improved outreach, especially to EJ communities
- Update Memorandum of Understanding among Cleveland, Bradley County and SETHRA for operation of the Cleveland Urban Area Transit System
- Continue MPO administrative tasks such as budgeting, payroll, preparation of meeting agendas and minutes, preparation of advertisements, preparation of reimbursement requests and related reports, administration of MPO website, etc.
- Develop and maintain a listing of transportation planning work tasks for future inclusion within the UPWP based upon a continuing, cooperative, and comprehensive planning process

TASK 2.0 REGIONAL AND SUBAREA TRANSPORTATION PLANNING

- Participate in TDOT's I-75 Corridor Study
- Participate in local, regional, and national organizations, activities, and events focused on land use and transportation planning
- Work with Cleveland officials to review and further analyze citizen concerns about traffic congestion that were expressed in recent surveys
- Evaluate the needs for connectivity between SR 312 (Harrison Pike) and APD-40, given recent transportation improvements and expected growth
- Develop comprehensive approach to safety planning, based on review of best practices among small MPOs
- Update the Traffic Analysis Zone (TAZ) boundaries used in the regional travel demand model in advance of the 2020 Census.
- Make modifications to the regional travel demand model to enhance the MPO's ability to use it to evaluate smaller-scale changes
- Provide planning information to local jurisdictions preparing grant applications for transportation projects and/or programs

TASK 3.0 TRANSPORTATION IMPROVEMENT PROGRAM

- Develop and adopt the FY2021-FY2023 TIP

- Continuously maintain the adopted TIP in response to changing conditions affecting project implementation
- Work with TDOT on development and implementation of an electronically-based TIP (E-TIP)

TASK 4.0 MULTIMODAL PLANNING

- Work with school system to plan sidewalks as needed within student walk zones and along bus routes
- Develop a plan for CUATS to transition from flag-stop to fixed-stop service, including recommended stop locations.
 - Evaluate needs and make recommendations for CUATS transit vehicle parking
 - Continue to work cooperatively with MPO member jurisdictions, neighborhood organizations, BikeWalk Cleveland, the Health Department, etc., to implement walkability strategies such as those identified in the Connect Cleveland Walkability Action Plan
 - Continue to participate in the ADA transition planning process

TASK 5.0 TRANSPORTATION DATA

- Work with TDOT to review traffic count stations and make changes/additions where appropriate
- Collect updated boarding/alighting data for riders of the Cleveland Urban Area Transit System
- Continue collection of count data for cyclists and pedestrians
- Evaluate methods and recommend an ongoing process for the City of Cleveland to collect data for a pavement management system

No action needed.

D. Consideration of transportation planning agreement between TDOT, the transit provider, and the MPO

MPO Coordinator Greg Thomas explained to the MPO that TDOT is asking that each of the MPOs enter a planning agreement with TDOT and the transit provider(s) within the MPO. The agreement spell out how the MPO planning process will be carried out in compliance with the various laws and regulations that come into play, and what the responsibilities of each party are in the MPO planning process. A January 11, 2019 draft of the agreement from TDOT is attached. This is the second draft that the MPOs have received for review and it

has been substantially revised from the first draft which received considerable comments from MPO staff.

Some comments on the January 11, 2019 draft are:

Article 3 Paragraph D---- delete this provision from the planning agreement with the Cleveland MPO since it does not apply and would potentially cause confusion.

Article 4 Paragraphs B and C--- transit agencies should be referred to as “participating agency” rather than “participating jurisdiction”

Article 4 Paragraph E--- is the intent to refer to the State Long Range Transportation Plan or the STIP?

Article 6 Paragraph I --- approval of revenue forecasts and year-of-expenditure cost estimates is by MPO Executive Board

Article 12 insert “developed, reviewed, and approved” in front of “interstates, freeways, and arterials”

Signature Page--- “Cleveland Urban Area Metropolitan Planning Organization” is the organization name. The signatory for the MPO is the Chair of the MPO Executive Board.

Vice Mayor, Avery Johnson made the motion to allow the City of Cleveland Mayor, Kevin Brooks, to sign the planning agreement between the MPO, TDOT and the transit provider. Mayor Gary Davis seconded it and was passed unanimously contingent upon the recommended changes.

4. Old Business- None

5. Comments by federal, state, local agencies- None

6. MPO Coordinator/ staff comments-

Vice Mayor Avery Johnson ask who to get in contact with to get Cleveland's name on the green interstate guide signs at I-75 & 24. It was decided for MPO Coordinator Greg Thomas to draft a letter between to TDOT to see if this can be done. Sara Elmore with TDOT suggesting contacting Alan Wolfe, the regional traffic engineer at TDOT to see about getting it done.

7. Public Comments- None

8. Next Regular Meeting: Wednesday, May 1, 2019 at 11 am

9. Adjourned Meeting at 11:38 am