



Cleveland  
Urban Area  
METROPOLITAN  
PLANNING  
ORGANIZATION

**TOM ROWLAND, CHAIRMAN**  
190 Church Street, N.E., P.O. Box 1519, Cleveland, TN 37364-1519  
Phone (423) 479-1913 fax (423) 559 3373  
<http://www.cityofclevelandtn.com/mpo.htm>  
MPO Coordinator Greg Thomas, AICP  
[gthomas@cityofclevelandtn.com](mailto:gthomas@cityofclevelandtn.com)

## TECHNICAL COORDINATING COMMITTEE

WEDNESDAY, AUGUST 4<sup>th</sup>, 10:00 O'CLOCK AM, 2nd FLOOR COUNCIL MEETING ROOM,  
MUNICIPAL BUILDING, 190 CHURCH STREET NE, CLEVELAND, TN

### MINUTES

#### 1. Call to order by Chairman/Roll call of members

**Present:** Tommy Myers, Chairman of the TCC/Director of Public Works Dept.; Brian Beck, City Engineer/TCC Vice-Chairman; Tina Bishop proxy for Sandra Knight, County Engineer; Megan Wilson, Traffic Engineer; Mike Keith, Finance Director; Greg Thomas, MPO Coordinator/ Community Development Director; Chris Kleehammer, proxy for Ray Evans, Executive Director of SETHRA; Melinda Carroll, proxy for Janice Casteel, City Manager; Dan Howell, proxy for Corey Divel, County Planner; Deborah Fleming, TDOT Planning Division; Lindsay Smart, MPO Planner, and Brian Moran

Chairman Tommy Myers called the meeting to order at 10:00am.

#### 2. Approval of the July 7<sup>th</sup>, 2010 meeting minutes

Tommy Myers introduced the item, "First on the agenda we will need the approval of the June 7<sup>th</sup> meeting minutes."

Mike Keith made the motion to approve the meeting minutes as presented.

Chris Kleehammer seconded the motion.

Tommy Myers called for a vote, "All those in favor of approving these minutes signify by saying "I"".

The TCC unanimously voted to approve the meeting minutes.

#### 3. New Business

##### a. FY2008-FY2011 Transportation Improvement Program amendment #2010-13

Tommy Myers introduced the item, "First thing under new business, we have the TIP amendment #2010-13. Lindsay, do you want to talk about the amendment?"

Lindsay Smart said, "This is a transit funding amendment. This amendment will update the FTA-5307 grant funding for 2010. The amendment was released in early July for public review and comment. No comments were received on the amendment. Are there any questions on this amendment? If there aren't any, the TCC can recommend this amendment to the Board."

Tommy Myers said, "does anyone have any questions for lindsay?"

There were no questions.

Tommy Myers said, "do we have a motion?"

Deborah Fleming made the motion, "to recommend the amendment to the Board."

Brian Beck seconded the motion.

Tommy Myers said, "All those in favor of the recommendation, signify by saying "I".

The TCC unanimously voted to recommend the amendment to the Board.

**b. FY2008-FY2011 Transportation Improvement Program amendment #2010-14**

Tommy Myers introduced the item, "Next, we have the TIP amendment #2010-14."

Lindsay Smart said, "This is another transit funding amendment. This amendment adds FTA-5309 grant funding for 2010. The amendment was released in early July for public review and comment. No comments were received on the amendment. Today, TCC can recommend this amendment to the Board."

Tommy Myers said, "do we have a motion?"

Megan Wilson made the motion, "to recommend the amendment to the Board."

Deborah seconded the motion.

Tommy Myers said, "All those in favor of the recommendation, signify by saying "I".

The TCC unanimously responded, "I".

Tommy Myers said, "any opposed?"

Tommy Myers said, "hearing none, the motion carries."

**4. Old Business**

**a. Adoption of the FY2011 Unified Planning Work Program**

Tommy Myers introduced the item, "Under old business, we have the adoption of the FY2011 Unified Planning Work Program."

Lindsay Smart said, "The TCC has seen the FY2011 UPWP. The UPWP was released for public review and comment after the July 7<sup>th</sup> meeting. No comments have been received. Does anyone have any questions?"

There were none.

Deborah Fleming made the motion, "to recommend the adoption of the UPWP to the Executive Board."

Mike Keith seconded the motion.

Tommy Myers said, "Any further discussion? Hearing none, All those in favor of the recommendation, signify by saying "I".

The TCC unanimously voted to recommend the UPWP for adoption to the Executive Board.

**5. Update on 2035 Long Range Transportation Plan development process**

Tommy Myers introduced the item, "Next we have a couple of updates. We have one update on the 2035 Long Range Transportation Plan and another on the FY2011-FY2014 TIP development."

Lindsay Smart said, "The update to the LRTP has been included in your packets. Also, this afternoon the project team from Parsons Brinckerhoff will in Cleveland to meet with SETHRA and the City's public work department to discuss existing conditions and to further the development of the Long Range Plan. Draft elements of the plan have been prepared and reviewed by local staff and the consultants are looking for feedback from staff on the drafts. The update on the TIP is that the rough draft is being reviewed by FHWA and FTA and we expect comments back from those two agencies by August 23<sup>rd</sup>. The draft TIP will be on the September 1<sup>st</sup> MPO meeting

which will actually be the first of two public hearings for the review and adoption of the TIP."

Tommy Myers said, "does anyone have any discussion on those updates?"

## **6. Update on FY2011-FY2014 Transportation Improvement Program development**

### **7. Next Meeting Date: 10am – September 1, 2010**

Tommy Myers said, "Next is to remind everyone of the next meeting, which is on Wednesday, September 1<sup>st</sup> at 10am and it will be a public hearing, the one Lindsay just talked about."

### **8. Public Comments**

Tommy Myers asked if there were any public comments. There were none.

### **9. MPO Staff Comments**

Tommy Myers asked there were any comments from the MPO Coordinator.

Lindsay Smart said, "Well, I will just give MPO staff comments. In early May Executive Board adopted a revision to the MPO planning area boundary. As you remember, we extended the planning area boundary around APD-40 and exit 20 to incorporate the LIC project areas. The revised boundary was submitted to FHWA and the submission was denied because the MPO didn't go through the full proper consultation process with the Governor's office. What the MPO is proposing to do is wait until the 2010 census information is released and then re-evaluate the boundary of the MPO planning area. So, we are back to the original MPO planning area boundary. If you have any maps with the new boundary on it, let me know. I will provide you with the correct map."

## **10. Comments by Federal and State agencies**

Tommy Myers asked, "Any comments from any federal or state agencies?"

There were none.

Tommy Myers asked, "Any comments from anybody?"

Chris Kleehammer said, "for those of you who don't know me, I'm Chris Kleehammer, I'm filling in for Ray Evans. Ray is in China, his son is adopting a daughter so Ray is out of the office. Mary Lynn Hickey is not here because she is in training in Philadelphia and on a sad note, Billy Walker's father passed away over the weekend. So he is at the funeral which is today. I am here filling in for them.

Tommy Myers said, "any other discussion? if there is no other discussion this meeting is adjourned."

The meeting adjourned at 10:25am.



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## **EXECUTIVE BOARD MINUTES**

WEDNESDAY, AUGUST 4<sup>th</sup>, 11:00 O' CLOCK AM, 2nd FLOOR COUNCIL MEETING ROOM, MUNICIPAL BUILDING, 190 CHURCH STREET NE, CLEVELAND, TN

1. Call to order by Melinda Carroll, proxy for MPO Chairman Rowland and roll call of members at 11:00am  
Governor of Tennessee (or representative) – Deborah Fleming  
Director of South East Tennessee Human Resources Agency – Chris Kleehammer, proxy for Ray Evans  
County Mayor of Bradley County – Gary Davis  
Mayor of Cleveland – Melinda Carroll, proxy for Mayor Rowland

Melinda Carroll said, "all members are present and have signed in."

### **2. Approval of the July 7<sup>th</sup>, 2010 meeting minutes**

Melinda Carroll said, "if you have reviewed the minutes, will someone make a motion to approve the minutes from the July 7<sup>th</sup> meeting?"

Avery Johnson said, "so moved."

Melinda Carroll said, "do we have a second?"

Deborah Fleming said, "second"

Melinda Carroll said, "all in favor please say "I" ."

The Board unanimously responded, "I" .

### **3. New Business**

#### **a. FY2008-FY2011 Transportation Improvement Program amendment #2010-13**

Melinda Carroll said, "Under new business, Ms. Lindsay?"

Lindsay Smart said, "This is a transit funding amendment. This amendment will update the FTA-5307 grant funding for 2010. The amendment has been out for public review and comment since our last meeting. As of today, no comments were received on the amendment. Are there any questions on this amendment?"

Melinda Carroll said, "Do we have a motion to adopt this amendment?"

Deborah Fleming said, "so moved."

Avery Johnson said, "second."

Melinda Carroll said, "all in favor please say "I" ."  
The Board unanimously responded, "I".  
Melinda Carroll said, "motion carries."

**b. FY2008-FY2011 Transportation Improvement Program amendment #2010-14**

Melinda Carroll said, "the second item, an amendment to the TIP."

Lindsay Smart said, "This is another transit funding amendment. This amendment adds a new project to the TIP. It adds FTA-5309 grant funding for capital purchases to FY2010 in the TIP. The amendment has been out for public review and comment and no comments have been received."

Avery Johnson said, "I have a question about this amendment. It says that the bus has wheelchairs. Does the bus actually provide the wheelchairs on the bus?"

Chris Kleehammer said, "no, each bus has wheelchair slots where there aren't any seats and people can put their wheelchair and the driver secures the passenger and their wheelchair. Every one of our buses is wheelchair accessible."

Gary Davis said, "is this increasing funding or is this for new money?"

Lindsay Smart said, "this amendment is adding new money to the TIP. the previous amendment revised existing funding and this one is a new project to the TIP."

Chris Kleehammer said, "if I'm not mistaken, the doubling of the amount of funding for the first amendment reflects the allocation for a partial year. the revised funding reflects the actual allocation for the entire year, and its consistent with previous years of funding."

Lindsay Smart said, "I think every year, FTA releases the estimated partial funding, and then released the information for the actual allocation. The MPO processes the funding and it becomes available when it is programmed in the TIP."

Chris Kleehammer said, "If you look at the funding in the table for the previous year, it's on par with the previous year's funding."

Gary Davis asked, "is the funding for a new bus?"

Chris Kleehammer said, "yes."

Melinda Carroll said, "do I have a motion to accept this amendment?"

Avery Johnson said, "so moved."

Gary Davis seconded the motion.

Melinda Carroll said, "all in favor please say "I" ."  
The Board unanimously responded, "I".  
Melinda Carroll said, "motion carries."

#### **4. Old Business**

##### **a. Adoption of the FY2011 Unified Planning Work Program**

Melinda Carroll said, "Old business. The adoption of the FY2011 Unified Planning Work Program."

Lindsay Smart said, "The Executive Board released the final draft UPWP for public review and comment at the July 7<sup>th</sup> meeting and no comments have been received. Does anyone have any questions?"

Melinda Carroll said, "do I have a motion to adopt the UPWP?"

Deborah Fleming said, "so moved."

Chris Kleehammer seconded the motion.

Melinda Carroll said, "all in favor please say "I"."

The Board unanimously responded, "I".

Melinda Carroll said, "motion carries."

#### **5. Update on 2035 Long Range Transportation Plan development**

Melinda Carroll introduced the item, "Next is the update on the 2035 Long Range Transportation Plan."

Lindsay Smart said, "The update to the LRTP has been included in your packets. Also, this afternoon the project team from Parsons Brinckerhoff will in Cleveland to meet with SETHRA and the City's public work department to discuss existing conditions and to further the development of the Long Range Plan. Draft elements of the plan have been prepared and reviewed by local staff and the consultants are looking for feedback from staff on the drafts."

Melinda Carroll said, "any questions or comments?"

#### **6. Update on FY2011-FY2014 Transportation Improvement Program development**

Melinda Carroll said, "Update on the 2011-2014 Transportation Improvement Program."

Lindsay Smart said, "right now the draft TIP is being reviewed by FHWA and FTA and the MPO expects comments back from both agencies the week of August 23. At that time, I will revise the TIP and the draft TIP is on the September 1<sup>st</sup> MPO meeting agenda for the first public hearing."

Melinda Carroll said, "any questions or comments?"

#### **7. Next Meeting Date: 11am – Wednesday, September 1, 2010 (Public Hearing)**

Melinda Carroll said, "next meeting date is 11am, on Wednesday, September 1<sup>st</sup> and it is also a public hearing."

#### **8. Public Comments**

Melinda Carroll said, "any public comments from the audience?"

## **9. MPO Coordinator Comments**

Melinda Carroll said, "Lindsay, do you have any comments?"

Lindsay Smart said, "In early May Executive Board adopted a revision to the MPO planning area boundary. As you remember, we extended the planning area boundary around APD-40 and exit 20 to incorporate the LIC project areas. The revised boundary was submitted to FHWA and the submission was denied because the MPO didn't go through the full proper consultation process with the Governor's office. What the MPO is proposing to do is wait until the 2010 census information is released and then re-evaluate the boundary of the MPO planning area. So, we are back to the original MPO planning area boundary. If you have any maps with the new boundary on it, let me know. I will provide you with the correct map."

Gary Davis said, "I see the map behind you, what is the MPO boundary on that map?"

Lindsay Smart pointed out the MPO planning area boundary and explained where the proposed MPO planning area was, and said that when the census information comes out, the MPO will update the planning area.

Gary Davis said, "won't the census show that other areas are urban?"

Lindsay Smart said, "most likely, it will. When the MPO gets that information, it can revise the planning areas to reflect the urbanized area."

## **10. Comments by Federal and State agencies**

Melinda Carroll said, "any comments from federal or state agencies?"

Chris Kleehammer said, "I just want everyone to know that Billy Walker's father passed away over the weekend. So, if we can remember him and his family, the funeral is today."

## **11. Adjourn**

Melinda Carroll said, "this meeting is adjourned."

The meeting adjourned at 11:30am.