



September 12, 2012

MEMORANDUM

TO: Metropolitan Planning Organization (MPO)
FROM: Councilor Maxine Herring Parker, Secretary /s/
**SUBJECT: Meeting Minutes
September 12, 2012**

A regularly scheduled meeting of the Metropolitan Planning Organization was held on Wednesday, September 12, 2012, 1:30 p.m., in the RPCGB 3rd Floor Conference Room, 2 Twentieth Street North Suite 310, Birmingham, AL 35203.

MEMBERS PRESENT

Honorable Thomas Henderson, MPO Chairman, District 3, Jefferson County Municipalities
Honorable Maxine Herring Parker, MPO Secretary, District 1, City of Birmingham
Honorable Valerie Abbott, District 1, City of Birmingham
Mr. Andre Bittas, District 1, City of Birmingham
Mr. Tom Magee, District 1, City of Birmingham
Mr. Greg Dawkins, District 1, City of Birmingham
Mr. Randall Kemp, District 1, City of Birmingham
Ms. Virginia Williams, District 1, City of Birmingham
Ms. Linda Allen, District 2, Unincorporated Jefferson County
Mr. Harvey Henley, District, 2, Unincorporated Jefferson County
Honorable Roger McCondichie, District 3, Jefferson County Municipalities
Honorable Othell Phillips, District 3, Jefferson County Municipalities
Mr. Jesse Jowers, District 4, Shelby County- City of Pelham
Mr. Rod Long, District 4, Shelby County- City of Hoover
Honorable Jerry Brasseale, District 3, Jefferson County Municipalities

MEMBERS REPRESENTED BY PROXY

Mr. Wayne Sullivan, Vice Chairman, District 2, Unincorporated Jefferson County
Represented by Mr. Ken Boozer
Honorable William Bell, District 1, City of Birmingham
Represented by Ms. Virginia Williams Ms. Tracey Adams, District 1, City of Birmingham
Represented by Mr. Andy Mayo
Honorable Steve Parsons, District 3, Jefferson County Municipalities
Represented by Mayor Roger McCondichie

Honorable Delor Baumann, District 3, Jefferson County Municipalities
Represented by Mr. Jim Byram
Honorable Joe Knight, District 2, Unincorporated Jefferson County
Represented by Mr. Marcus Huskey
Mr. Ray Hamilton, District 4, Shelby County
Represented by Mr. David Hunke
Honorable Kim Rafferty, District 1, City of Birmingham
Represented by Mr. David Ricker
Honorable Jay Roberson, District 1, City of Birmingham
Represented by Jeffery McDaniels
Honorable David Frings, District 4, Shelby County- City of Alabaster
Represented by Mr. Brett Tucker
Mr. Brian Davis, ALDOT, Remaining Voting Representative
Represented by Ms. Cindy Hill
Mr. Patrick Sellers, BJCTA, Remaining Voting Representative
Represented by Mr. Chris Leffert
Mr. Robert Jilla, ALDOT, Non-Voting Member
Represented by Mr. Victor Jordan

MEMBERS NOT PRESENT

Honorable Alberto Zaragoza, District 3, Jefferson County Municipalities
Honorable Loxcil Tuck, District 3, Jefferson County Municipalities
Honorable Lawrence Oden, District 3, Jefferson County Municipalities
Mr. Robert Caliento, District 4, Shelby County- City of Helena
Honorable Kenneth Coachman, District 3, Jefferson County Municipalities
Mr. Randy Cole, District 4, Shelby County
Ms. Renee Kemp-Rotan, District 1, City of Birmingham
Honorable Larry Dillard, District 4, Shelby County
Honorable George Bowman, District 2, Unincorporated Jefferson County
Honorable Sandra Little Brown, District 2, Unincorporated Jefferson County
Mr. Walter Jackson, District 2, Unincorporated Jefferson County
Honorable Gene Melton, District 3, Jefferson County Municipalities
Honorable Tommy Alexander, District 3, Jefferson County Municipalities
Honorable Jim Lowery, District 3, Jefferson County Municipalities
Honorable Gary Richardson, District 3, Jefferson County Municipalities
Mr. Mark Bartlett, FHWA, Non-Voting Member
Honorable Slade Blackwell, Remaining Voting Representative
Honorable Kurt Wallace, Remaining Voting Representative

OTHERS PRESENT

Mr. Charles Ball, Regional Planning Commission
Mr. Darrell Howard, Regional Planning Commission

Mr. Mike Kaczorowski, Regional Planning Commission
 Ms. Laurel Land, Regional Planning Commission
 Ms. Cissy Crowe, Regional Planning Commission
 Ms. Jackie Dye, Transportation Citizens Committee
 Mr. Willie Osborne, Transportation Citizens Committee
 Mr. Doug Brewer, Graysville
 Ms. Meredith Drennen, BBA
 Ms. Becky White, Sain Associates
 Mr. Preston Huddleston

MPO Chairman Tom Henderson called the meeting to order at 1:32 p.m. Ms. Cissy Crowe called roll. A quorum was declared. The meeting proceeded with the scheduled agenda.

INTRODUCTORY ITEMS

Mr. Jim Byram made a motion to approve the July 11, 2012 meeting minutes. Mr. Rod Long seconded the motion that passed on a voice vote.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mr. Michael Kaczorowski presented a request from ALDOT to modify the FY2012-2015 TIP to include the following:

ALDOT Requests

<u>SRTS-SR13</u> <u>(906)</u>	100058870	Safe Routes to School 2013 sidewalks along Innsbrook Parkway in the City of Pinson, Rudd Middle School and Pinson Valley High School	9/12/2012	CN	3/29/2013	2013	\$101,710	Exempt	Safety Projects
<u>SRTS-SR13</u> <u>(903)</u>	100058965	Safe Routes to School 2013 sidewalks and associated improvements in Bessemer Abrams Elementary School	9/12/2012	CN	3/29/2013	2013	\$150,000	Exempt	Safety Projects
		TIGER12: Roads to Recovery - complete streets and multimodal transportation system to serve Pratt City, Ensley, Jones Valley, Enon Ridge, Civil Rights District, Western Area Health Center and Red Mountain Park	9/12/2012	PE	9/13/2012	2012	\$1,753,128	Exempt	Other Federal and State Aid Projects
		TIGER12: Roads to Recovery - complete streets and multimodal transportation system to serve Pratt City, Ensley, Jones Valley, Enon Ridge, Civil Rights District, Western Area Health Center and Red Mountain Park	9/12/2012	RW	9/13/2012	2012	\$650,000	Exempt	Other Federal and State Aid Projects

		TIGER12: Roads to Recovery - complete streets and multimodal transportation system to serve Pratt City, Ensley, Jones Valley, Enon Ridge, Civil Rights District, Western Area Health Center and Red Mountain Park	9/12/2012	UT	9/13/2012	2012	\$100,000	Exempt	Other Federal and State Aid Projects
		TIGER12: Roads to Recovery - complete streets and multimodal transportation system to serve Pratt City, Ensley, Jones Valley, Enon Ridge, Civil Rights District, Western Area Health Center and Red Mountain Park	9/12/2012	CN	9/13/2012	2012	\$12,684,618	Exempt	Other Federal and State Aid Projects

These projects are exempt from regional emission analysis under 40 CFR 93.126. Table 2.

Mr. Kaczorowski discussed questions received in relation to Safe Routes to School funding under the new transportation bill. ALDOT Director John Cooper will make a decision within the next couple of months as to whether to continue the program or not and if so how much funding the program will receive. Projects that have already received funding are not in jeopardy of losing their funds.

TCC Chairman Ms. Jackie Dye noted that the Citizens Committee recommended approval of the TIP requests. TTC Vice Chairman Rod Long noted that the Technical Committee recommended approval of the TIP requests. The MPO Subcommittee recommended approval as well.

Ms. Virginia Williams made a motion to approve the TIP modification. Mr. David Ricker seconded the motion that passed on a voice vote.

JOBS ACCESS REVERSE COMMUTE / NEW FREEDOM

Ms. Laurel Land presented recommendations for the Jobs Access Reverse Commute / New Freedom funds. A Request for Proposals (RFP) for funding under the Federal Transit Administration's Job Access Reverse Commute (JARC) and New Freedom programs was publicized by the RPCGB on June 29, 2012. Responses were due by noon on July 27, 2011. Funding is limited to projects in the urbanized areas of Jefferson and Shelby County. JARC projects must support transportation services to and from jobs and job-related activities. New Freedom projects must provide transportation options for individuals with disabilities.

The RPCGB received ten applications in response to the RFP, four for JARC and six for New Freedom. A summary of the proposals was included in the meeting packet. The Birmingham-Jefferson County Transit Authority is responsible for the financial oversight of these grant programs.

Staff met with the Human Service Transportation Committee on August 7 and 8, 2012, who reviewed and discussed each proposal and voted to recommend the following projects for funding:

- Aletheia House - \$386,420 for operating expenses for two years (JARC)
- The Village - \$21,150 for operating expenses for one year (JARC)
- Collat Jewish Family Services - \$22,293 for operating expenses for one year (NF)

- KidOne - \$67,938 for one vehicle and operating expenses for one year (NF)
- Travelers Aid Society - \$204,360 for purchased transportation for three years

Because the JARC and New Freedom grant programs will no longer be funded in their current form, applicants were encouraged to apply for multi-year projects. The RPCGB estimates the balance after funding these projects will be approximately \$500,000 for JARC and \$300,000 for New Freedom. Unspent funds are rolled into future years. All proposals are available at the RPCGB for review.

Questions / comments included:

1. Are any new organizations included or are these all repeat?
 - a. No. Kid One and Collat Jewish Services are not repeats. The Village received their first funds last year for the purchase of a van and this year their request is for operating expenses.
2. Didn't Aletheia House ask for a lot more than what is being recommended?
 - a. Not really. They only asked for \$13,000 more than what is recommended because they had asked for reimbursement of leased vehicles so we took that out since we have purchased vehicles for them in the past.
3. What is the limit in funding? You always hear about Kid One not having enough money to operate. Is this all they are eligible to receive?
 - a. No they are eligible for more, but that's all they applied for this time.

Mr. Chris Leffert made a motion to approve the JARC/New Freedom projects as proposed. Ms. Linda Allen seconded the motion that passed on a voice vote.

ROADWAY CLASSIFICATION

Mr. Darrell Howard gave a presentation on the draft process for classifying new and/or reclassifying existing roadways within the Greater Birmingham Metropolitan Planning Area. Information presented at the meeting included:

Introduction

Functionally classifying roadways is a means of applying a logical hierarchy system to define purpose and characteristics of various facility types and to prioritize roadways within a system for funding. As traffic patterns change over time through roadway construction or land use changes, roadway functions may change as well. Reclassifying roadways to fit their current purpose is the best way to maintain a logical hierarchy.

The process outlines the steps necessary to satisfy requirements for FHWA approval of a functional classification change, including:

Step 1 - Requesting jurisdiction writes a letter to the MPO requesting a functional classification change. If the requested roadway also travels through adjacent jurisdictions, then those jurisdictions must also submit a letter requesting the same change to the MPO.

The submitted letter shall be supplemented with supporting documentation sufficient to substantiate the classification / reclassification request. (Small municipalities may need and can request assistance from the MPO staff to prepare supporting documentation.) Supporting documentation should include the following items:

1. Map of the roadway to be reclassified also showing the area roadway network
2. Current traffic counts
3. Traffic volume projections (10-year and 20-year)
4. Description of why the request is being made
 - How land use has changed in relation to the roadway's functional character and importance
 - How the roadway network has been altered by new construction
 - How population changes have influenced travel patterns on the roadway
5. Statement as to whether or not changes in parallel roadways are also necessary (upgrading or downgrading of functional class)

Step 2 - After review of the supporting documentation by MPO staff, the functional classification / reclassification request and supporting documentation should be forwarded to the Congestion Management Committee for review and comment.

Step 3 - If recommended by the Congestion Management Committee, the classification / reclassification request and supporting documentation will be forwarded to ALDOT for review, comment, and/or approval. The RPCGB staff, in cooperation with the requesting jurisdiction, will address any comments received from ALDOT.

Step 4 - Once all ALDOT comments have been addressed, and the RPCGB staff and the requesting jurisdiction reach agreement on the jurisdiction's roadway functional classification / reclassification application, the request will be presented to the Congestion Management Committee for review and comment.

Step 5 - If approved by the Congestion Management Committee, a recommendation to modify roadway functional classification will be forwarded to the MPO Transportation Technical Committee. The MPO Technical Committee will forward the recommendation to the full MPO for approval.

Step 6 - The RPCGB staff, on behalf of the requesting jurisdiction, will present the classification / reclassification request and supporting documentation to the MPO Board for approval.

Step 7 - After approval by the full MPO, an approved roadway functional classification package will be sent to ALDOT.

Step 8 - ALDOT will submit to FHWA for their approval.

Update Schedule

Requests for roadway functional classification/reclassification will be considered on a bi-annual basis (every other year), beginning in federal fiscal year (FFY) 2013. The schedule will coincide with the four-year update of the Birmingham Regional Transportation Plan.

What Is a Functionally Classified Roadway

Functional Classification is the process by which streets and highways are grouped into classes, or systems, according to the character of traffic service that they are intended to provide.

- **Arterial Roadways** Provides the highest level of service at the greatest speed for the longest uninterrupted distance, with some degree of access control.
- **Collector Roadways** Provides a less highly developed level of service at a lower speed for shorter distances by collecting traffic from local roads and connecting them with arterials.
- **Local Roadways** Consists of all roads not defined as arterials or collectors; primarily provides access to land with little or no through movement.

How Are They Used

Highway Functional is used for a Variety of Purposes

- Federal-aid
 - National Highway System
 - Principal arterials
 - Surface Transportation Program
 - Arterials
 - Urban collectors
 - Rural major collectors
- Roadway Design
 - Target Design Speed Ranges
 - Typical Section/Roadway Cross Sections
- Highway Performance Monitoring System

Why Update Them Now

- 2010 Census urbanized area and metropolitan planning area boundaries expanded to include
 - Larger area within Jefferson and Shelby Counties
 - Expanded into Blount and St. Clair Counties
- Alabama Transportation Improvement Program
 - Requires Projects be on Functionally Classified Roadways
- Growing Cities
- Increasing Number of Municipal/Jurisdiction Requests for Changes

The Process

- “Batch” Reclassification
 - Step 1: Inventory Existing Functionally Classified Roadways
 - Compare and Contrast ALDOT Map with Existing Roadways within Urbanized Area/Metropolitan Planning Area Boundaries (2000)

- Audit Existing Geographic Information Systems Data
- Step 2: Align and Extend Roadways With:
 - 2010 Urbanized Area Boundaries
 - Expanded Metropolitan Planning Area Boundaries
 - Review ALDOT Functional Classification for New MPA Areas
- Step 3: Systematic Review of Roadway Functional Classification
 - Use Federal Highway Administrations (FHWA) Functional Classification Guidelines, 1991 Addendum, and 2010 Interim Guidance
 - * Service to Activity Centers
 - * Roadway Continuity
 - * Land Use/Development Character
 - * Activity Distribution
 - * Average Trip Length
 - * AADT
 - * Truck percentages
 - * Vehicle Miles Traveled
 - * Access Control
 - * Network Changes

Note: Interim Guidance provides for combined arterial/collector lane mileage % of total lane mileage of 35% and 70%-80% of Total VMT
- Step 4: Jurisdictions (Cities/Counties) Submit Requested Changes
 - Process will be Simultaneous with RPCGB Review Process.
 - Cities will be asked to justify changes.
 - * Change from What to What and Why
 - * Data about Volumes/Usage
 - * Truck Travel
 - * Travel Patterns
 - * Development Character
 - * Safety
 - * Access Control
 - * Continuity and Connections
- Step 5: Rectify Staff Technical Review with Jurisdictional Requests
 - Iterative Review and Modification Process
 - Preparation of Draft Staff Recommendations
 - * Draft Functional Classification Map(s)
 - * Draft Table of Functionally Classified Roadway Segments
- Step 6: MPO Congestion Management Committee Review
 - CMC will Review and Provide Additional Guidance
 - Provide MPO Transportation Technical Committee with Recommendation

Timeline for Completion

- Jurisdiction Submittals Due Noon - Friday, October 5, 2012
- Draft Functional Classification Map/Tables End of Calendar Year 2012
- Congestion Management Committee Meet 10:30am, Wednesday January 9, 2013 Suite 310
- MPO Action (Tentative) 1:30pm, Wednesday February 13, 2013, Suite 310

Mr. Howard reviewed the map of the new urbanized area for the MPO, including portions of Blount and St. Clair counties. He also noted that the map will not be finalized until approval is received from ALDOT and FHWA.

Questions / comments included:

1. It would be helpful if you would email us a map of the current boundaries so we can compare them and are these boundary changes required based on census data?
 - a. The urbanized area is one we have no control over. It is defined by data. The MPA area is defined by that data plus population forecasts for 20 years.
2. When do these boundaries go in effect?
 - a. The urbanized area boundaries went into effect July 2012 after the data was published in the Federal Register.
3. So I'm taking it by comments that looking at arterials, changes will be made whether local governments request them or not.
 - a. In some cases, yes.
4. And some changes we request may be downgraded? Would you expect any of us to do that?
 - a. No we would not expect anyone to do that.
5. If a functional classification is changed so that it really isn't appropriate for city maintenance any more is ALDOT going to accept that?
 - a. It would qualify for additional funding.
6. Staff can assist with traffic volume projections if they are in the model.

OTHER

Discussion was raised about resurfacing funds and how they were spent and where. The counties would be the contacts for questions about the resurfacing funds expenditures.

Ms. Jackie Dye discussed the Norfolk Southern facility tour. She touted the economic development for the area and the future invitation to the ribbon cutting.

Darrell Howard announced the rescheduling of the Brownbag Series meeting scheduled for August. Due to the hurricane, the speaker had to reschedule. The new date is September 26, 2012. Anyone interested in attending will need to RSVP to Cissy Crowe.

Cissy Crowe announced the Public Involvement Meeting to be held September 19, 2012. All meeting documents will be available online before the meeting.

Chairman Henderson reviewed a list of upcoming meetings including:

- Technical Committee Meeting, September 26, 2012, 10:00 a.m., RPCGB- **Cancelled**
- MPO Subcommittee Meeting, September 27, 2012, 1:30 p.m., RPCGB
- Announcement of next MPO Meeting, October 10, 2012, 1:30 p.m., RPCGB

Chairman Henderson welcomed Mr. Doug Brewer and thanked him for all of the work he did for the MPO during his tenure.

Page 10
September 12, 2012

With no other business, the meeting adjourned at 2:11 p.m.

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APPROVED:

Councilor Maxine Herring Parker, MPO Secretary

Date