EASTERN SHORE MPO

BALDWIN COUNTY SATELLITE COURTHOUSE
1100 FAIRHOPE AVENUE
FAIRHOPE, ALABAMA 36532
TELEPHONE: (251) 990-4640 251-990-4643
FAX: 251-580-2590
WWW.EASTERNSHOREMPO.ORG

MEETING AGENDA

AS OF 8/27/2019

Policy Board Special Work Session: Wednesday, August 28, 2019; 2:00 PM
City of Fairhope Council Chambers
161 North Section Street
Fairhope, Alabama 36532

Policy Board Special Meeting: Wednesday, August 28, 2019; Immediately
Following Special Work Session
City of Fairhope Council Chambers
161 North Section Street
Fairhope, Alabama 36532

CALL TO ORDER/INVOCATION/PLEDGE

ROLL CALL

APPROVAL OF MINUTES

NEW BUSINESS

1. **Action** – Resolution Removing the Mobile River Bridge and Bayway Project from the FY20-23 TIP **(All)**

2. **Action** – Adopting Administrative Policy **(All)**

    - Development of Agenda and Responsibilities

3. **Action** – Selection of Consultant for the 2045 Long Range Transportation Plan **(All)**

4. **Action** – Approval of ESMPO Self Certification and Authorize Chairman to Sign **(All)**

5. **Action** – Obligating PL Funds to Develop Traffic Calming Guidelines (Sponsored by City of Daphne) **(All)**

6. **Action** – Amending TIP for FY20-23 Projects

7. **Informational** – MPO Coordinator's Report **(All)**

    - Annual Traffic Counts in Urbanized Area
    - US 98 LED Street Signs

NEXT MPO MEETINGS **(All)**

- **Policy Board Work Session:** Wednesday, September 11, 2019; 10:00 AM; Baldwin County Satellite Courthouse (Fairhope)
- **BPAC Meeting:** Tuesday, September 17, 2019; 9:00 AM; Spanish Fort City Hall
- **CAC Meeting:** Tuesday, September 17, 2019; 1:00 PM; Spanish Fort City Hall
- **TAC Meeting:** Wednesday, September 18, 2019; 10:00 AM; Spanish Fort City Hall
- **Policy Board Meeting:** Wednesday, September 25, 2019; 10:00 AM; Spanish Fort City Hall

PUBLIC FORUM **(All)**

- **Members of the Public:**
- **Members of the Press:**
- **Board/Committee Members:**

ADJOURNMENT **(All)**

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

Approval of Meeting Minutes:

- Policy Board – July 2019

ATTACHMENT(S)

1.) July 2019 Policy Board Meeting Minutes

PROCEEDINGS HELD BEFORE THE

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

(Quarterly Meeting)

Wednesday, July 24, 2019

The following proceedings were held on this the 24th day of July, 2019, at the Town of Loxley Civic Center, 4198 Municipal Park Drive, Loxley, Alabama, before Susan C. Andrews, Certified Court Reporter Number 287.

-Draft-

A P P E A R A N C E

POLICY BOARD MEMBERS PRESENT:

Dane Haygood, MPO Chairman, Mayor, City of Daphne
Joey Nunnally, Proxy for Billie Jo Underwood, Commissioner, Baldwin County
Joe Davis, Commissioner, Baldwin County
Kevin Boone, Proxy for Jack Burrell, Councilman, City of Fairhope
Brian Aaron, Proxy for Vince Calametti, Southwest Region, ALDOT
Ron Scott, Councilman, City of Daphne
Mike McMillan, Mayor, City of Spanish Fort
Robert Davis, Proxy for Mayor Richard Teal, Mayor, Town of Loxley
Richard Johnson, Proxy for Karin Wilson, Mayor, City of Fairhope

ALSO PRESENT:

Sarah Hart Sislak, Coordinator, Metropolitan Planning Organization
Katrina Taylor, MPO Technician, Metropolitan Planning Organization
Richard Teal, Mayor, Town of Loxley
Wayne Dyess, Administrator, Baldwin County Commission
Guy Busby, Gulf Coast Media

-Draft-

APPEARANCES (cont.)

ALSO PRESENT (cont.):

Edith Louden
Melissa Furma
James Watkins

-Draft-

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P R O C E E D I N G S

CALL TO ORDER/INVOCATION/PLEDGE

POLICY BOARD CHAIRMAN DANE HAYGOOD: It's 10:08, Sarah. I'd like to call the July 24th Metropolitan Policy Board meeting to order.

And Councilman Ron Scott is going to lead us in the invocation and Public Works Director Robert Davis in the Pledge.

POLICY BOARD MEMBER RON SCOTT: Bow our heads.

(Policy Board Member Ron Scott led in prayer.)

(The Pledge of Allegiance was recited.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Sarah, will you do roll call?

ROLL CALL

MS. SARAH HART SISLAK: Mr. Richard Johnson as proxy for Mayor Karin Wilson.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Here.

MS. SARAH HART SISLAK: Mr. -- Councilman Kevin Boone as proxy for Councilman Jack Burrell.

POLICY BOARD MEMBER PROXY KEVIN BOONE: Here.

MS. SARAH HART SISLAK: Councilman Ron Scott.

POLICY BOARD MEMBER RON SCOTT: Here.

-Draft-

MS. SARAH HART SISLAK: Mayor Dane Haygood.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Present.

MS. SARAH HART SISLAK: Mayor Mike McMillan.

POLICY BOARD MEMBER MIKE MCMILLAN: Here.

MS. SARAH HART SISLAK: Mr. Robert Davis as proxy for Mayor Richard Teal.

POLICY BOARD MEMBER PROXY ROBERT DAVIS: Here.

MS. SARAH HART SISLAK: Commissioner Joe Davis.

COMMISSIONER JOE DAVIS III: Here.

MS. SARAH HART SISLAK: Mr. Joey Nunnally as proxy for Commissioner Billie Jo Underwood.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Here.

MS. SARAH HART SISLAK: Mr. Brian Aaron as proxy for Mr. Matt Ericksen.

POLICY BOARD MEMBER PROXY BRIAN AARON: Here.

MS. SARAH HART SISLAK: Okay. Everyone is here.

APPROVAL OF AGENDA

POLICY BOARD CHAIRMAN DANE HAYGOOD: We've got a new agenda item inserted here, approval of the agenda.

MS. SARAH HART: Right. So I've been sharpening up my Robert's Rules to try and make sure that I have the process down and we're doing everything correctly. And this was something we haven't been doing,

-Draft-

but we should be doing.

So basically your agenda is just a draft until you adopt it. So what you have in front of you is the agenda. And that would be if you have any items that you would like to add or pull, that is when that would happen. And you could adopt it with the changes or without.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And we had some good discussion at the work session. We need to formulate some rules about deadlines for project and submissions.

We had things that were added within the last -- within 24 hours of a meeting. We needed to kind of on go over the agenda. And there was two items that were on the agenda originally that I had some conversations with Sarah at the work session, two projects that were being asked to be moved along in the process, one for the County and one for Fairhope.

I did talk to Sarah and asked for those to be removed, table those for the next meeting, not out of any merits of the projects, but rather we spent probably an hour discussing sort of framework moving forward, how we're going to evaluate projects and how we're going to share funding. That's kind of what the conversation was focused.

-Draft-

So with that special called meeting, I'd asked for things to be tabled until such time we picked up that special called meeting in August. So does this include those item, two items, or --

MS. SARAH HART SISLAK: Those were pulled.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Mr. Chairman, do we have a special called meeting that we can take the projects up? We left the policy board meeting with the understanding that the County's request and the City's request would be put on the agenda. And without any consultation of the City or County, they were unilaterally removed.

And the biggest issue is that it's budget year -- budget time, and we're trying to tell our legislative body what we have plan for budgetary-wise.

I don't have a problem with waiting, as long as we know that we're going to take them up in August. Hopefully, they won't continue to be removed unilaterally, or I'd like to make a motion to put those back on the agenda.

But I don't have a problem waiting until August, because that's still in the budget cycle, as long as we have an up-or-down vote to know we're moving forward.

MS. SARAH HART SISLAK: And I think August the 7th was recommended.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Oh.

MS. SARAH HART SISLAK: Yeah.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So you sent another e-mail last night, discussion. And there was an agreement amongst all the Policy Board Members at the table during work our session -- it was not a Policy Board meeting, but a Policy Board work session.

We spent an hour-plus having really good dialogue about developing framework. So to this point, the issue has been we haven't really done a good job of prioritizing projects and understanding what the funding street is. Because we did all agree on one large project, the ITS project, and that was three-plus million dollars.

And so, unfortunately, we, as a Policy Board and organization, we have never adopted any sort of framework. And no one knows the rules.

And I've already had one of the elected officials say, we're going to go add as many projects as we can to fill the bucket. And I think we're just adding confusion until we understand what the framework is.

At that Policy Board work session, we did ask for a special called meeting to be held in mid-August with a work session at the end of this month. So we could have one still, hopefully, next week in July.

Then there was a subsequent e-mail sent out about the notion of funding may be not maybe allowable under the Federal guidelines, late yesterday. Many of us had a chance to review that. It does create some exceptions. It also says we should have a prioritized list.

We don't know the rules in what we're trying to accomplish and what the Policy Board's strategy is for a framework of projects and how to prioritize that thing along that I don't think we could be very effective. That's my opinion.

And so if there is additional discussion -- which we certainly need to come to agreement on framework. It may take multiple meetings, Mr. Johnson. And in order to facilitate that, I've asked that we start meeting and have a work session every two weeks, starting two weeks from today, to develop that framework. Because I don't think going a month or two or three months between meetings is effective for us to develop that.

And everybody at this table has the same budgeting process. We all want to be able to fund projects. It's a matter of moving them to a Visionary List so it can be talked about. I have no issue with that. But at some point in time, we've got to understand what we're trying to accomplish and how we're going to prioritize projects.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON:

Right. Just a question, though. Will these projects be able to be considered by the board in August? With what I heard, I think you said no.

POLICY BOARD CHAIRMAN DANE HAYGOOD: I didn't. I said when we left the work session, we asked staff to set up a special called meeting in August. August 15th is what we were targeting, more or less, with our Work Session to be held at the end of this month, so beginning of next week. And I don't know if they've scheduled that or not.

Then there was another variable that was thrown out late yesterday about -- you all received an e-mail about potentially a funding agreement not being allowable in the rules -- a sub-funding agreement, which is a new twist that we have not heard before. So that may change, it may delay developing framework.

So it's going to be whatever the Policy Board as a whole decides. But I've -- we've got a problem in front of us. We've got to figure out what the framework is. And until we can all meet, subject to open meeting laws and Federal regulations that govern this board, we've got to figure it out.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Well, and being in this process since the inception, I do know the Policy Board really wanted to emphasize projects

that would address capacity with also consideration to safety and things of that nature.

You know, there's no doubt that County Road 64 is a problem that the County is trying to address related to the development of a school. We have a known date that the school is going to open. We already know it's a capacity issue today. We can pretty much be reassured that there's going to be capacity issue in the future if nothing's done.

Again, the City of Fairhope has a issue with U.S. 98 and the attaching road that has schools that's east/west that we have no turning lanes and is underserved there.

Again, each municipality, or each member organization, brings projects forward at the time that they feel that it's reached a critical mass. In the case of these two projects, both the Citizen Advisory and the TAC Committee put them up because their job is to look at is there -- what is the warrants. And I think both of them gave unanimous recommendations to the Policy Board on those.

I think we have the framework. And each member organization should bring forward projects when they feel like they've reached that point that the MPO can help assist them affecting at least the problem that deals with capacity.

There is no doubt that 64 connects Daphne to Loxley. And the intersection at 13, 98, and 181 are north/south roads. And if we're getting -- backing up to 64 because of the new school, that affects Fairhope.

Because if people from Fairhope have to get to the interstate, they're going to go north on one roads that's going to intersect. 64 would now be backing up and causing a capacity issue within the intersections.

So, I mean, I think the board needs to consider these projects as the different host members ask for them to then come forward. And if we go forth in the future and develop a more clear guideline, I'm all in favor of that. But why should we delay working on a problem that affects Baldwin County, that affects Daphne, that affects the whole Eastern Shore because we -- we don't have the framework that -- it's not clear enough.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Mr. Chairman, if I may. So you had mentioned earlier it may take multiple meetings in order to get this framework done. A work session, I think, is preliminary scheduled for August 7th.

There's no official vote that can take place at that meeting, at a work session. I don't know what timeframe we're looking at as far as being able to take an official vote, if we don't do it today on these projects in order

to get ready for the budget for this next fiscal year we're trying to prepare for currently.

I know I've got a budget meeting on August 8th, which is only one day after that August 7th meeting that you're talking about at a work session, which no official vote can cake place at.

So I think timing is critical from a budgetary standpoint on whether or not we think we will move forward on this. I would reiterate what Richard said as far as I'm all in favor of maybe coming up with framework of how to distribute these funds better in the future, given guidelines that Sarah sent out the past couple days. But I do think in order to, you know, be effective, as a group, we have to be all in favor of putting these projects back on the agenda.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, if I could. The -- and I think we probably can do both. Where we need -- Chairman is correct. We need a framework going forward. We know what projects are going to take priority.

And at the same time, we know these two projects are a priority, and certainly the 64 and the new school. We know how long it takes a road project to get done. They're always, you know, longer than we anticipate.

And I certainly wouldn't -- we would like that to be

done by the time that school opens, because that's going to create some real chaos, I think.

You know, I would support going forward with these two, along with the commitment from the rest of the board that we would be dedicated to come up with a framework.

Y'all would -- you know, we came together on the County Road 13 project when we put in those turn lanes, which was supported by the prior board.

That was -- that was a critical, I think. It does impact people from Fairhope, because they use it to go all the way up to 90. It -- probably not so much for Spanish Fort or Loxley, but they went along with it because it was a needed project.

So I'm favor of putting these two back on for today so that we can vote and move forward with it, with the understanding that board is committed to coming up with a framework for prioritizing these projects.

POLICY BOARD MEMBER MIKE MCMILLAN: I also -- I don't really have a problem adding those to the agenda, but we have got to get that framework of what we're going to do and how we're going to do it.

The disparity of what I'm seeing in the report that you sent us of what's been funded is disturbing to me in Spanish Fort, I can tell you. And it's probably caused a lot by us. But you will see a lot of project coming to

y'all from Spanish Fort very shortly. Because, I mean, looking at the Visionary List, you can see where we are.

So I'm not opposed to adding these because of time limits. I do encourage this board to -- to have some special called work sessions to work through our issues. We need to resolve them so we can move forward and be effective.

POLICY BOARD MEMBER JOE DAVIS: Mr. Chairman, if I could. I apologize for having been out of state and out of pocket the last couple of meetings. I've been trying to get up to speed on what we're doing and how we're doing things.

The 64 project, I think, is paramount to being dealt with and being dealt with soon as possible. I road up 64 coming here, so that might have been the reason I was a little late.

But, anyway, the other thing -- And I've -- I've dealt with this at the County level. And Dane and I -- Chairman and I have not talked about this. At the County level, our Chairman is responsible for seeing that we have an agenda, not necessarily approving or disapproving what's on the agenda.

And if both of those committees have taken their steps to move these projects forward, I think part of that framework that we need to look at is what do our

rules say about the agendas, how are they developed, and how are they communicated to each of the members.

But I do think that we need to move both these projects back on the agenda to deal with as soon as we can. Thank you.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And I will just add to that, so you will understand. The word that was used was "unilaterally." I think that's a strong mischaracterization.

I reached out to Sarah and said, in light of discussions, can we move this and what the process would be here. And a couple days later, she sent me an e-mail that said, can you put in writing this to be carried over to the August special called meeting, which was certainly a discussion and plan and we had.

I agree with rules and also the deadline. I do not think we should be adding agenda items midnight before a work session. I think that's improper. And we need to set appropriate deadlines so we all know what's on it. I think there needs to be proper rules and --

THE COURT REPORTER: I'm sorry. Speak a little bit more --

POLICY BOARD CHAIRMAN DANE HAYGOOD: I'm sorry.

THE COURT REPORTER: I'm having a hard time hearing you. I got "need proper rules" is as far as I

got.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Ma'am?

THE COURT REPORTER: As far as I got is proper rules. I think there needs to be proper rules. And then you turned away, and I couldn't hear the rest.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So rules and procedures, and that was also discussed at the work session as well.

MS. SARAH HART SISLAK: So we'll have some project prioritization. Some -- the way some of the other MPO's do that for the special work session. We'll have some guidelines and procedures for the agenda and for submittals. And we'll have that on August 7th.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So, of course, all this dovetails as well. And certainly the regulation, in that same exactly section that you sent, talks about developing a prioritized list. And if we're looking at adding something to a list, that's when the determination of priority should probably be made.

And that's where I, personally, I feel uncomfortable, because I don't know that we've done the analysis of the balance of this list.

But I think we've had plenty of discussion on this. Does somebody want to make a motion to adopt the agenda?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: I

motion that we add back the County Road 16 -- 64 project submitted Baldwin County and as a sponsor for road right-of-way and utility costs, and I also include the request from the City of Fairhope for the intersection improvements at Gayfer Road and U.S. 98, also known as Greeno Road.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'll second that.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any other discussion on that?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Can we be specific to what the agenda item is and what list it's being added to? As I recall, one's already on the Visionary List and one is being added to the Visionary List.

MS. SARAH HART SISLAK: They're both on the Visionary List. So this would be funding them, so moving to the TIP, the four-year funded list.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: The official action would be then to approve both those projects moving to the TIP.

MS. SARAH HART SISLAK: Right.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Do I need to amend my motion?

-Draft-

MS. SARAH HART SISLAK: If you want to, yeah. Let's just be clear.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Would you withdraw your second, Joey?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'll withdraw it.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: I amend it to include that the request is this project to move from the Visionary List to the TIP list.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'll second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any other discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries. We have an agenda.

MS. SARAH HART SISLAK: Yes, we do.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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MS. SARAH HART SISLAK: So now let's move along. Okay.

APPROVAL OF MINUTES

MS. SARAH HART SISLAK: The first item is approval of minutes. And you can see your minutes starting Page 16 of your agenda packet.

POLICY BOARD CHAIRMAN DANE HAYGOOD: We have verbatim minutes from the court reporter, who had not ever had any audio issues in the past. So we may have to comb through that a little more at our meeting, a little more with a fine tooth comb. So a motion to adopt?

POLICY BOARD MEMBER MIKE MCMILLAN: So move.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Mayor McMillan and second by Richard Johnson. Any discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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NEW BUSINESS

POLICY BOARD CHAIRMAN DANE HAYGOOD: New business. Were we adding these two ones here at the end of new business.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Items 10 and 11, respectively.

MS. SARAH HART SISLAK: I'll do them before the MPO Coordinator's Report, just in case anyone needs to leave, the last two items.

ACTION - ADOPTING THE FY 2020 CONTINUITY OF OPERATIONS PLAN

(COOP) (ALL)

MS. SARAH HART SISLAK: Okay. The first item is Adopting the FY 2020 Continuity of Operations Plan. This is our document that outlines the policy and procedures that we will take if there is a catastrophic event or emergency.

You can see that starting on Page 30. And there's a resolution on Page 38. And all of the Advisory Committees did recommend for approval.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Anyone have any questions of staff?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: This is one of our planning documents that needs annual adoption.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: But if there's no questions for staff, I'd entertain a motion.

POLICY BOARD MEMBER RON SCOTT: So moved.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion to adopt the Continuity of Operations Plan for FY-20.

POLICY BOARD MEMBER MIKE MCMILLAN: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion by Councilman Scott, second by Mayor McMillan. Any further discussion?

(No response.)

Draft

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****
Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED
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POLICY BOARD CHAIRMAN DANE HAYGOOD: Next item.

ACTION - RESOLUTION ADOPTING DRAFT FY 2020 UNIFIED PLANNING WORK PROGRAM (UPWP)

MS. SARAH HART SISLAK: Next item is Adopting the Draft FY 2020 Unified Planning Work Program. So this is our administrative budget. It was published for public comment from June the 5th to July the 5th. We also held two public meetings, and no comments were received.

You can see that starting on Page 39. And then on Page 96 is a good funding overview that kind of has each task with the funding totals. And there is a resolution on Page 108. And we did get about nine thousand ($9,000) dollars more this year.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Great.

MS. SARAH HART SISLAK: And all of the committees did recommend for approval. And since there were no comments received, this will be a document as the final. We will not have to go back out for public comment.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any questions from staff?

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, just if I may. I read Sarah's e-mail yesterday, and if you could clarify. It said most MPO individual committees pay a fee. And in this case, Baldwin County paid the entire twenty percent (20%).

MS. SARAH HART SISLAK: That's -- that's right. So there's -- there's -- it's a twenty percent (20%) local match. And, like you mentioned, we reached out to some other MPO's to kind of see how they do that twenty percent (20%) match.

All the ones we talked to, they collect yearly fees from each member government, and they base that on

population; whereas, the County Commission currently covers the entire twenty percent (20%) so that we do not collect fees.

POLICY BOARD MEMBER MIKE MCMILLAN: It is -- it is legal.

MS. SARAH HART SISLAK: Oh, I'm sorry. Yes, sir. It's --

POLICY BOARD MEMBER MIKE MCMILLAN: And we appreciate the County doing it.

POLICY BOARD MEMBER RON SCOTT: Right. Well, if I remember, when we first adopted this procedure or this policy, South Alabama Regional Planning also was making a pitch to, you know, manage the MPO. And the County wanted to do it inhouse, the vote. And so by doing that, they agreed to fund it.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: They do it with, I guess, inhouse, too, with office rent and personnel costs.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: We do thank you.

POLICY BOARD CHAIRMAN DANE HAYGOOD: We talked about this one pretty heavily at the Work Session as well. I think the decision was the right one, to bring

it to Baldwin County and appreciate having the focus of the two staff members who are dedicated to that.

And, also, the County does get reimbursed for some of the office space and utilities, part of the administrative funds. So it seems to work well for everyone involved.

Any other questions to Sarah?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: There's a resolution on Page 108, Resolution Number 2019-18, Adopting the FY-20 UPWP. Do I hear a motion?

POLICY BOARD MEMBER RON SCOTT: So moved to adopt.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion to adopt from Councilman Scott.

POLICY BOARD MEMBER JOE DAVIS: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Second by Commissioner Davis. Any further discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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ACTION - ADOPTING THE FY 2020 COST ALLOCATION PLAN (CAP)

MS. SARAH HART SISLAK: Next item is Adopting the FY 2020 Cost Allocation Plan. So this works with the UPWP. This outlines administrative expenses, and it creates these indirect cost ratios that we use to bill ALDOT for reimbursement.

So our fringe benefit rate is fifty-five-point-three-two percent (55.32%) and our indirect allocation rate is thirty-nine-point-eight-zero percent (39.80%).

And these have been approved. And this document's been reviewed by ALDOT. You can see this on Page 109. And there's a resolution on Page 126. And all of the committees did recommend approval.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And just a quick followup, just to recap, so that rate is what you

use to calculate reimbursable expenses to the County?

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Resources they're providing?

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, I make a motion that we adopt Resolution 2019-19.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion by Councilman Scott to adopt Resolution 2019-19, adopting the FY-2020 Cost Allocation Plan. Second?

POLICY BOARD MEMBER MIKE MCMILLAN: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Second Mayor McMillan. Any discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally,

Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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MS. SARAH HART SISLAK: Okay.

ACTION - SELECTION OF CONSULTANT FOR THE 2045 LONG RANGE TRANSPORTATION PLAN

MS. SARAH HART SISLAK: The next item is a selection of a consultant for the 2045 Long Range Transportation Plan.

At the last meeting, you all authorized MPO staff to publish an RFP to solicit submissions for consultants to update our Long Range Transportation Plan. This is our 20-year planning document. And it's required to be updated every five years. So it's due next year.

We did put out that RFP, and we received six responses from six consultants. There was a selection committee made up of myself; Katrina Taylor; Richard Johnson, who is the Technical Committee Chairman; and Mr. Matthew Brown, who previously worked with MPO and is familiar with the plan.

So we did interview and heard presentations from four different firms. Following those interviews, we did select J.R. Wilburn and Associates.

Their total cost is one hundred nineteen thousand,

seven hundred dollars ($119,700), with ninety-five thousand, seven hundred sixty ($95,760) to be paid by the MPO and a local match of twenty-three thousand, nine hundred forty ($23,940) to be provided by the local governments.

We did -- at the work session, we proposed two different ways that we thought of that the local match could be broken down. That would be evenly by member government, which would be four thousand, seven hundred eighty-eight dollars ($4,788) per government. And then we looked at population. And so you can see that breakdown right here. And all of the committees did recommend approval based on the population breakdown.

And you can see this right on this page number. So right now on the resolution, we just kind of have it empty as far as the local match, how that would be broken down.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we've got an agenda packet, Page 127 for Agenda Item 4, and then you've got a proposal from JRWA, and then you've got a Resolution 2019-20 on Page 157.

We had had some discussion about there being a presentation to the Policy Board though to understand what was the criteria that we used to select this firm.

The Policy Board, we didn't really formulate that

upfront. And asking us to vote on selecting a firm without really understanding what parts of the proposal or how -- how this decision came to be --

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: -- recommendation came to be.

MS. SARAH HART SISLAK: Right. So we did use a grading sheet of a hundred (100). We used experience of the firm, the scope -- the service that they would provide, the experience of their individual staff members.

The cost was a very small portion of it. It was a ten percent (10%). I'm sorry. That was one thing that --

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we have a breakdown of the four firms we interviewed and kind of how they scored out, so we can get a better feel of where the --

MS. SARAH HART SISLAK: We do. I have that on the spreadsheet, and I have the individual scores. Let me try to get that. Hold on.

POLICY BOARD MEMBER MIKE MCMILLAN: I'm not familiar with this company. Anybody used them in the past on this board?

MS. SARAH HART SISLAK: They did the State

Freight Plan. But what they do -- they're out of Atlanta, but they use -- they're sub-consulting Goodwyn, Mills, and Cawood in Daphne to do their local -- and kind of be their local aspect of it.

And then the modeling portion, they contract with Dr. Michael Anderson, who did our model previously and who has a contract with the State to help us.

POLICY BOARD MEMBER MIKE MCMILLAN: So this company is basically subbing everything out just about?

MS. SARAH HART SISLAK: Some of it.

POLICY BOARD MEMBER MIKE MCMILLAN: Is that what I'm hearing?

MS. SARAH HART SISLAK: Some of it. The main planner is under their company, JWRA. But they did subcontact with Goodwyn, Mills and with Dr. Anderson.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: And Sarah, I can, if it helps the Chairman.

The criteria was staff experience was twenty (20) points out one hundred (100); LRTP experience, twenty (20) points out of one hundred (100); scope of work, twenty (20) points out of a hundred (100); overall presentation, twenty (20) points; schedule ten (10) points; and the cost was ten (10) points. So cost can be a consideration.

And it was a tough, tough judgment, because the four

firms that -- after the initial pass that we all blindly received the packets, filled out a score sheet, and then MPO staff found the top four. And they came in and did presentations. And there wasn't a bad presentation in there.

I will tell you, costs ran the gambit to nearly twice what you're seeing here to slightly less than this. But, again, cost was a very small percentage factor of the consideration. It was what their proposal was as far as how fast they could deliver it, the scope of work they were proposing to perform, and the in-depth modeling.

It was probably one of the most -- more tougher evaluations I have ever participated in.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any other comments or question of Sarah?

POLICY BOARD MEMBER JOE DAVIS: Mr. Chairman, if I could. We're operating under a current Long Range Plan that goes through when?

POLICY BOARD CHAIRMAN DANE HAYGOOD: It goes through 2040 right now. Isn't that correct, Sarah?

MS. SARAH HART SISLAK: I'm sorry. What was that?

POLICY BOARD CHAIRMAN DANE HAYGOOD: The current LRTP goes through 2040?

MS. SARAH HART SISLAK: That's right.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And we really need to have this completed, I would assume, by sometime in 2020.

MS. SARAH HART SISLAK: July.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we're in a rush on the timeline it takes to actually implement the scope of work being done here.

MS. SARAH HART SISLAK: It's about a nine-month process. Right now, I think they have them completing the work in April. But it's due to be -- it has to be adopted at the July meeting at the latest.

So it could be pushed back, I mean, a little bit. I would have to get with them to make sure October would be enough time, from October to July of next year.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Who did the 2040 LRTP?

MS. SARAH HART SISLAK: We did it inhouse with the help of Dr. Anderson doing the modeling.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So there's some commonality between.

MS. SARAH HART SISLAK: Yes, sir. We think that would be helpful to have him continue, since he helped us with the initial development of our model.

POLICY BOARD MEMBER JOE DAVIS: Mr. Chairman, all the other agencies that could be influenced by this

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or might even help fund this -- I'm thinking ALDOT, State systems, and those kinds of things -- this is all factored in by the consultant, and they're all kept in the loop relative to --

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER JOE DAVIS: -- because this is going to be where we think we need to go, but those other players might --

MS. SARAH HART SISLAK: Right. They will be included, yes, sir, involved.

POLICY BOARD MEMBER JOE DAVIS: Thank you.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any other questions on the recommendation in terms of the firm and/or the match component?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Mr. Chairman, if I may. The match, are we talking about dividing it up by population?

POLICY BOARD CHAIRMAN DANE HAYGOOD: There were two things presented. It can be formulated in whatever way we want it to be.

I'll be honest. We had a long discussion, again, about the framework, the funding, at the work session. This kind of started some of that.

I find it to be interesting that my point of view was that expenses should be shared in a manner sort of

consistent with the revenue component. I think they should be kind of synonymous or whatever that may be.

And if we discuss some of these funding formulas, because there's a lot of other ways to look at it. You've got city sizes. You've got length of roads, because that determines how much you have to spend to on classified routes to maintain a route capacity was some of the things we asked Sarah to look into.

So we've got to get to that point. But my one concern is we seem to reinvent the wheel every time we talk about an expense. We did other things differently for the ITS project. Now we're reinventing the wheel.

As for this framework, I'd like us all to agree upon so we understand how expenses are going to be shared when there is a match that's got to be borne by the entire Policy Board.

I would hope that expenses are directly proportional to the benefit. I know we're kind of just trying to do projects all over the region, but there's still got to be equity in order to make this -- or cause one community to get more perceived benefit than others.

But those are the discussion points that we're really trying to have this Policy Board make in the work sessions.

POLICY BOARD MEMBER MIKE MCMILLAN: Out of

curiosity, the percent is -- to the left up there, looks like for Spanish Fort ten percent (10%). Is that based on the city limits or whole MPO?

MS. SARAH HART SISLAK: The urban area. So not even the planning area outside. It shouldn't be. It's not city limits, because some of your city limits are outside of our urban area.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So our urban area on this board is the dotted line, and then the solid line in blue that extends beyond that is the planning area, which extends beyond our area. So it's a portion of your city limits that are within the urban area.

And we also had one discussion of -- the County asked how we came up with the County number. And you had indicated that -- tell me -- everybody how we came up with the County population number.

MS. SARAH HART SISLAK: So the County actually only -- they have less than twenty-five percent (25%) in urban area. Most of theirs falls outside of the urban area in the planning area.

However, since the Commissioners expressed that they would be onboard with kind of funding, you know, funding more of the percentage, so we took and redistributed some of the percentages from the other Cities to give the

County more.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So my question is how did we come up with the number of twenty-five percent (25%) in unincorporated areas within the urban -- the Eastern Shore MPO area?

MS. SARAH HART SISLAK: We took -- we took some form each City and gave it to the County, basically, to give them a good chunk.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we just picked a number and said --

MS. SARAH HART SISLAK: I scaled -- like, I know Fairhope -- Daphne was forty-three percent (43%). Fairhope -- I took twelve percent (12%) -- twelve percent (12%) off of each one. And then Loxley, I took two percent (2%). Spanish Fort, I think took four (4%) or five percent (5%). I tried to make it even with the percentage that they are possessing, basically.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And when we formed the MPO, there was a breakdown still using the same 2010 census numbers, and those percentages are even different than this. That's where I say there is lack of consistency in how we're treating some of these things in terms of --

MS. SARAH HART SISLAK: Well, these are going to be different, because I did -- really, these should be

higher for the other municipalities.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, but, again, I suggested at work session that the benefit ought to prove directly proportional to how you're sharing expenses.

Then we're inflating the County number. And you've already sent out some information as to projects that have been done at this point in time, and they seem to be -- Mayor McMillan's point -- kind of weighted towards certain areas.

That's my only concern. I want to have the discussion. We need to figure out how we're going to move forward with JRWA and how to fund it, but at least I want there to be discussion on record, concerns of how we got to this point and have this be part of the framework discussions as we move forward.

MS. SARAH HART SISLAK: Okay. So we want to move this to the work session?

POLICY BOARD MEMBER MIKE MCMILLAN: I think we needs further conversations and --

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Is there any other questions or concerns that this needs to advance at a, maybe, a faster rate?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON:

Mr. Chairman, I'd ask you and the MPO staff, would it be appropriate, prior to that work session, to share that there was two rounds of grading the review of the paper RFP submittals. And then there was a round of scoring as part of the top of the first round four so that you can at least see how the recommendation got to the point that it is.

That's generally shared information after the process has been completed, so that may be helpful for y'all to see the background. Would that be appropriate?

POLICY BOARD CHAIRMAN DANE HAYGOOD: I think We're asking us to vote on a hundred thousand dollar ($100,000) contract. And I guess I feel, personally, a little uncomfortable not knowing what criteria we set on the front end.

And we can certainly have that presentation. I think we'll all get very comfortable. I appreciate those that participated. Sometimes just offering the Policy Board Members to be able to participate in the process helps tremendously.

But I think just as equally as difficult is going to be to figure out this -- how to divide the match as well. I just want to make sure by us, if we want to consider moving it to the work session, that we're not creating a timing issue for ourselves.

MS. SARAH HART SISLAK: I think it will be okay. Honest. I think they'll work with us if we do end up going with them.

Now, I can't speak if we decide to choose someone else. I'm not sure. I've just got the schedule from J.R. Wilburn. But I will send out ahead of that -- I'll send out all the score sheets and our -- I have a spreadsheet that is kept up with the scorings from each part of it. So I'll send that out ahead of time.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any additional thoughts, comments?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I think, from a timeline standpoint, our requirements to do this, this delay is not going to cause us a problem.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: And Mr. Chairman, what is the potential that we could at least reverse -- reserve a special called meeting for five minutes following one of these work sessions so that if the Policy Board feels comfortable, they can take action in August so that at least we don't -- you know, three weeks is not going to -- I don't think, going to affect any outcomes. But if we're not dealing with it until October, that could be possibly a challenge.

MS. SARAH HART SISLAK: Right.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Given all the discussion we've had about these agenda items we've added to this, I don't think we're going to solve it in one work session.

I'd like us to have a work session in two weeks, if that works for everybody, which would be the August 7th, and also have one on the 21st.

And to Richard's point, have a Policy Board meeting two hours after that work session starts.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And that way we have another opportunity still in August to vote on any items that need to be -- if we have any cleanup business that needs to occur.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And if we're not, to stage at least a meeting more frequently, you know. I apologize, but it'll make all of our lives a lot easier once we can come to agreement and have something down on paper. And we won't have to keep having this every time a project or expense comes up.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Does that sound like a reasonable approach to everybody, trying to get -- build a consensus on how we do it? I mean, I'm

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happy to commit the time.

So do we want to entertain a motion on Agenda Item 4?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Mr. Chairman, I make a motion to table this to a future meeting, at the discretion of the Chairman, in order to evaluate the criteria and scoring further, and discuss further in the work session.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion to table it. I would say let's go ahead and put it on the August 21st special called meeting.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: If that works for everyone?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'll second that.

POLICY BOARD CHAIRMAN DANE HAYGOOD: I got Joey. Any other discussion?

POLICY BOARD MEMBER JOE DAVIS: If we could. The people that made the short list, that has been communicated to them and are they aware of these timelines?

Not only do we want to keep the one that y'all are recommending of their status, but we need to make sure that the others know that the process, if they've been

eliminated or that it's still potential in the running. It's about keeping -- these people are busy doing other projects --

MS. SARAH HART SISLAK: Right.

POLICY BOARD MEMBER JOE DAVIS: -- so we need to stay high on their list.

MS. SARAH HART SISLAK: Okay. Yes, sir.

POLICY BOARD MEMBER RON SCOTT: If I could. I have no problem with, you know, tabling it. Just looking through this, the firm that was recommended does appear to have worked with MPO's in a number of places.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: Not that I have a prejudice against small towns, but this firm is headquartered in Greenville, Georgia. But it is, generally, in the Atlanta area. So he probably knows something about traffic.

POLICY BOARD MEMBER JOE DAVIS: Yes.

POLICY BOARD MEMBER RON SCOTT: Did we need -- did we ever get a second?

POLICY BOARD CHAIRMAN DANE HAYGOOD: We did. We got a motion and a second. Any further discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

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Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED
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ACTION - AUTHORIZING ADDITIONAL 5307 FUNDS TO CITY OF FAIRHOPE

POLICY BOARD CHAIRMAN DANE HAYGOOD: Agenda Item 5.

MS. SARAH HART SISLAK: The next item is authorizing additional 5307 funds for the City of Fairhope.

So we didn't get to this at the work session, but I did send this out in an e-mail. The consultant that was selected to design the transit stop in downtown Fairhope, on the transit project, they have held stakeholder meetings. We've been a part of those.

They presented three kinds of conceptual designs. They took that stakeholder feedback on those designs and came back with this design.

So the budget was created for this project in August 2017. And the project is currently over about two hundred eighty-four thousand ($284,000).

One thing that was continuously brought up at the stakeholder meetings, though, is the need for restrooms at the location. So the City of Fairhope has taken that into consideration, and they're requesting additional 5307 funds to cover the overage and include the bathroom.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And I apologize. Can you repeat the original project amount, total project cost as well as MPO funds allocated?

MS. SARAH HART SISLAK: The total project cost was six hundred thousand ($600,000) with four hundred eighty thousand ($480,000) of 5307 dollars.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And this -- five hundred thirty-three thousand ($533,000) is the overage. It's an additional request?

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So the 5307 funds, probably four hundred eighty ($480,000) and we're entertaining adding another four hundred twenty ($420,000) to do that other nine hundred thousand

($900,000)?

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Mr. Chairman, if it's appropriate, we've had grief with the city counsel where we are. If you'll note that there's a placeholder for two hundred fifty thousand dollars ($250,000) in bathrooms, we nowhere think it's going to be that.

But, again, with the -- the factor that when you did an infrastructure budget two years ago, you may have been right two years ago, and it wouldn't be right today because inflationary prices and things of that nature. So we at least tried to put a placeholder number that will make sure we weren't back out.

We also have submitted to fellow transit and ALDOT to make sure that everything that we have discussed to this point and the scope of the work is appropriate and would be covered by these funds.

And, you know, we left the City Council with that there is no guarantee of additional funding. And then either the decision has to be made to reduce the scope of work and/or the City make choices about if they want to keep it. Then it may be a hundred percent (100%) on us. And, again, those would be City Council decisions ultimately based upon the outcome here.

I'm an advocate of this project. It's a project I inherited and adopted. And it's become really a cool project. The original budget did not consider drainage.

One of the first words out of every stakeholder was there is a drainage problem there. So we had to be proper in that to provide the necessary drainage, not only for the project, but to make it a functional thing and a safe thing.

So, you know, I think this is an exciting project. This is the first funded money spent, 5307 body that we've had in our thing. And we're excited about it. And I think it's going to be great addition to our public transit and a great addition to our city as well.

MS. SARAH HART SISLAK: So without the bathrooms, just for the overrun, it would be two hundred twenty-seven thousand, two hundred ($227,200) of Federal dollars, just if you wanted to look at it both ways or not. That's up to y'all, obviously.

POLICY BOARD CHAIRMAN DANE HAYGOOD: What's the bathroom component? What the dollar figure?

MS. SARAH HART SISLAK: Two hundred fifty ($250,000) is what they have.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Trying to get the most -- really, we've got change order, in essence, which is another component we brought up at the

work session, having a policy to address how we address overages. Because we think we're allocating X dollars for the project, and we come back. And we've done this several times.

I think it's unfair for the Policy Board, as a whole. I think the match ought to be -- just generally speaking, not talking about this project -- we need to have consideration of is there a certain percentage you can go over, you know, ten percent (10%) contingency or twenty percent (20%) contingency, which was probably built in the budget anyway, or do we want to say that one hundred percent (100%) of the match and the additional overruns are on the sponsor?

MS. SARAH HART SISLAK: And that is how we word the resolutions as of now, is that the sponsor is responsible for any overruns. But I'll let y'all --

POLICY BOARD CHAIRMAN DANE HAYGOOD: Again, the problem is trying to develop a policy. And you see these concerns. With a project on the table, it's hard to make a neutral decision, because there's no -- once that project is in their budget.

So we're not making any good policy decisions when the project's in front of us to try generate that. And that's where the framework, which is why I suggested we put off those other two projects until such time as we

independently develop a strategy that's fair and everybody agrees to. But whatever the will of the policy board is with this.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, if I could. Sarah, what amount of money do we have in 5307?

MS. SARAH HART SISLAK: Three million, six hundred twenty-two thousand ($3,622,000).

POLICY BOARD MEMBER RON SCOTT: And that has to be spent within what period of time?

MS. SARAH HART SISLAK: Six years.

POLICY BOARD MEMBER RON SCOTT: Six years.

MS. SARAH HART SISLAK: Which the City of Fairhope, they'll be drawing from the oldest. That's the oldest pot first.

POLICY BOARD MEMBER RON SCOTT: The 5307, that is the transportation --

MS. SARAH HART SISLAK: Public transportation.

POLICY BOARD MEMBER RON SCOTT: -- public transportation --

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: -- pool, which I assume that the City of Spanish Fort has a hub.

POLICY BOARD MEMBER MIKE MCMILLAN: I believe there is one planned for Daphne and Spanish Fort out of

that fund.

MS. SARAH HART SISLAK: There is.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So there's some differences. The 5307 we talked about probably a year ago pretty heavily and the general uses of those funds for transit hubs for BRATS, some structures.

Again, I think every community ought to decide what's right for them. And the other piece that I think of it is then once you have an established transit stop, you can do sidewalks or bike paths that are allowable under 5307. So a mile and a half on sidewalks and three miles --

MS. SARAH HART SISLAK: Half a mile on sidewalks.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Half a mile on sidewalks and three miles --

MS. SARAH HART SISLAK: Three miles.

POLICY BOARD CHAIRMAN DANE HAYGOOD: -- on bike paths that lead to a transit stop.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Mr. Chairman, and I will state, you know, that -- and I know this is Fairhope requesting this. The biggest challenge is what -- if we get another infusion in 5307 dollars on October 1st -- What do we annually get,

roughly?

MS. SARAH HART SISLAK: A million dollars ($1,000,000).

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: A million dollars ($1,000,000). So by the time we meet again in our regular session, there's going to be another million (1,000,000) in that budget.

So I think that -- that the consideration of both the Advisory Committees was that the money is available. We're not doing a very good job of spending it. And they felt it was a good project.

And I'm biased. I think it's an excellent project and excitement in not only working with BRATS, but within our community, that it's going to be a place for all the people to interact with transit.

And, you know, I work for a City that does things pretty special. And I think this is one of the special projects that we will be recognized for as a Policy Board supporting it, as I think -- I think we've kind of blown the socks off the State folks we're working with.

So I love -- I love -- love the support here. And it would be one thing if it was a shortage of money or it's competing with others, but the pot is pretty deep.

And I will pretty much assure you that as long as this process has taken, I don't think Fairhope is going

to be requesting 5307 project money anytime in the near future.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, from a needs standpoint, there are not any more dense area than downtown Fairhope in that area. So I think on the merits of the project, it's strong.

You get a little bit of flair and architecture and how much should we be spending, but I'm not going to split hairs. Because, certainly, I do think the project has plenty of funds. I'm happy to support this.

But I do think we've got to have a discussion about -- whether it's surface funds or 5307 funds, we've got to do a good job of having -- having a budget that's out there. And we just need that policy statement so we'll know what our treatment is. That way you can continue down your prioritized list of projects.

MS. SARAH HART SISLAK: We'll have that at the work session as well.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, I make a motion that we adopt Resolution 2019-21, authorizing the additional 5307 funds for the City of Fairhope.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Got a motion to adopt 2019-21, authorize additional 5307 funds for the City of Fairhope.

POLICY BOARD MEMBER JOE DAVIS: I second that.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Got a second by Commissioner Davis. Any further discussion?

POLICY BOARD MEMBER JOE DAVIS: If we could, Mr. Chairman. And I need it get up to speed with public restrooms. Depending on where they are, how they're secured, how they're maintained reflect on all of us.

Richard, do you have an idea of how this will be -- is it going to be open 24/7 to anybody who needs to go, so to speak?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Generally, our public restrooms in an area like this is well lit and well patrolled. It would be 24/7, you know, in our parks, except they're closed at dark. They're generally locked after park hours.

But, you know, it'll all be basically demand based. But one of the things that we're looking into is electronic locking mechanism on certain public use.

But, now, there will be public restrooms. And as you know, there are events that go on late hours of the night. And they definitely will be available when there are people needing to use them.

POLICY BOARD MEMBER JOE DAVIS: Thank you.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: All of that long-term maintenance, custodial, that is going

to be the City's responsibility for the lifespan. And the commitment to the 5307 is twenty-five (25) years.

POLICY BOARD MEMBER RON SCOTT: You need to make sure you invite the Policy Board to the ribbon cutting when this thing get ready.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: You gentlemen will get the first invite.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And just out curiosity, I know that the original transit hub in Fairhope was on 48 and was kind of done under some different terms, but is this going to be owned by Fairhope and utilized by County BRATS system, or is it going to be leased back to the County, or what's the plan?

MS. SARAH HART SISLAK: It's leased. So it'll be owned by the City of Fairhope. And FTA is the lienholder. And then after the City -- the County leases it. BRATS will lease it from them for zero dollars.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we're using Federal funds to create a transit hub that Fairhope, which is a city, then the Municipality is going to lease back to the County?

MS. SARAH HART SISLAK: They own the land that it was on. So --

POLICY BOARD MEMBER PROXY RICHARD JOHNSON:

Technically, we had to do a lease with --

MS. SARAH HART SISLAK: The Single --

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: -- the State.

MS. SARAH HART SISLAK: Right.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Well, actually --

MS. SARAH HART SISLAK: Single Tax.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: -- I don't want to get -- the Single Tax had to approve a sublease from something called the Fairhope Parking Authority, which it's a Single Tax piece of property. And, technically, the City doesn't own it. We had a lease through the Authority. It's the most convoluted thing.

But the transit hub, the lienholder, the leaseholder is the State of Alabama. They're managing it for FTA. The obligation is that we have to maintain the facility and keep it in operation or get their approval to cease that operation. And BRATS has rights to use what we have for transit stops and -- and any fixed or not fixed route to drop off and pick up from.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Let me ask a quick question. Maybe my terminology was poor. But I was not thinking about the Single Tax component and the

fact that all that land is technically leased.

For simplicity sake, let's just assume that long-term lease land under the Single Tax is the same as having fee title. I guess my question is are we actually leasing office space to the County where it becomes a --

MS. SARAH HART SISLAK: Yes.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, I know there's a significant ground lease for like a one hundred thousand dollars ($100,000) a year on 48. I'm trying to understand if we're applying covered funds. I mean, I don't know if the County's actually getting it for a dollar ($1) a year or if they're paying twenty thousand dollars ($20,000) a year in rent. So that's kind of --

MS. SARAH HART SISLAK: It's zero dollars.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Zero. But the -- and understand the actual transit hub, the structure where people would sit and wait or whatever, that the footprint of it is what is under lease. The rest of it stays within the Parking Authority lease for the City of Fairhope so.

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right. Any other discussion? There is a motion to adopt and a second.

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor, say aye.

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

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Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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ACTION - ADOPTING THE DRAFT FY20-23 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

MS. SARAH HART SISLAK: The next item is adopting the Draft FY 2020 through 2023 Transportation Improvement Program.

This is the four-year planning document, which includes funded projects. We did publish this draft for public comment from June the 5th to July the 5th. Excuse me. We held two public meetings, and no comments were

received.

And this will have to go back out. We did receive some comments from ALDOT and HWA just as a minor technical with the document. So we'll make those changes, and then this will go back out for another public comment period. And we will hold two more meetings. And then this will be back in front of you in October for final adoption.

POLICY BOARD CHAIRMAN DANE HAYGOOD: You've got a copy of the TIP in Agenda Item 6 in your packet. There is a resolution that we need -- not something that needs to be entertained at this time; correct?

MS. SARAH HART SISLAK: Okay. So you have to adopt the draft, so we do need --

POLICY BOARD CHAIRMAN DANE HAYGOOD: A new one.

MS. SARAH HART SISLAK: Yes, sir. But then it will come back for final --

POLICY BOARD CHAIRMAN DANE HAYGOOD: Page 224 of your packet.

MS. SARAH HART SISLAK: And all the Advisory Committees did recommend for approval.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, I make motion that we approve Resolution 2019-22 adopting the draft FY 2020 to 2023 Transportation Improvement Plan.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion by Councilman Scott.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Second by Joey Nunnally. Any further discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

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Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED
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POLICY BOARD CHAIRMAN DANE HAYGOOD: Sarah, Item 7.

ACTION - AMENDING THE BYLAWS

ADDING BCBE DIRECTOR OF TRANSPORTATION

MS. SARAH HART SISLAK: Next item is amending the bylaws. So we did amend the bylaws to add the Director of Transportation from the Baldwin County Board of Education to the Technical Advisory Committee.

And how we worded is they will be a voting member if they are present. If they are not there, they will not hurt the quorum. We think this will add another level of communication with the School Board to hopefully plan together.

We did publish that for public comment as well. No comments were received. And all of the committees did recommend for approval. And you can see that starting on Page 225.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Quick comment. We actually started this meeting probably improperly. We added to the agenda a new item, which appears under order of business. It's actually (unintelligible). It's not in the Robert's Rules. But under the rule previously adopted under Section 5.5, it did not include an adoption of the agenda.

This is a very simple request that the Board of Education be a TAC member, which I think it's going to be very positive with road issues, having the School Board participate.

But as we adopt this, I just would like to -- consider adopting this, I'd like to make sure that concerns over revisiting rules related to agendas and deadlines for agenda items and such are noted in the record. And we maybe handle that in the upcoming work session as well.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Okay. Any questions for Sarah on this Agenda Item 7?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: I would entertain a motion.

POLICY BOARD MEMBER MIKE MCMILLAN: I recommend we adopt Resolution 2019-23 amending the Eastern Shore MPO Bylaws.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Okay. Got a motion by Mayor McMillan to adopt Resolution 2019-23 amending the Eastern Shore MPO bylaws to add the Director of Transportation of Baldwin County Board of Education to the Technical Advisory Committee.

POLICY BOARD MEMBER JOE DAVIS: I'll second that motion.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Commissioner Davis. Any discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right. All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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ACTION - STATE AMENDMENTS TO THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

INTERSECTION IMPROVEMENTS TO US 90, US 31 AND SPANISH MAIN STREET

MS. SARAH HART SISLAK: Okay. Next item is State Amendments to the TIP. And these are requests from ALDOT that they send down to us. And since these projects fall within the our planning area, we are

required to add them to our planning document.

I did followup. Y'all had some questions about why we're required to do this. And it is in our Memorandum of Understanding that we signed that we will just do this housekeeping item. It doesn't have any MPO funds involved. It's just that it falls within our MPO area.

The first one is intersection improvements at U.S. 90 and 31 and Spanish Main Street in Spanish Fort. That's an intersection realignment; and then pending ALDOT funding, the design of I-10 widening from the end of the Bayway to half a mile east of 181.

We had the construction on our TIP already, but the design was omitted or deleted. So this is just a housekeeping item to get that added back on there.

POLICY BOARD MEMBER MIKE MCMILLAN: I have one comment, just for clarification. It is not Spanish Main Street. It's Spanish Main.

MS. SARAH HART SISLAK: Just Spanish Main? You got it that, Brian? Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: That appears in the resolution on the last whereas.

One other quick -- I'm just double checking, because we've had some discussions about having the resolution actually include the wording as to whether we're utilizing MPO funds or not. I don't see that here. But

I think it's -- personally, I would like us to --

MS. SARAH HART SISLAK: Just clarify.

POLICY BOARD CHAIRMAN DANE HAYGOOD: But let's keep it as part of formal public record as opposed to having to go back and comb through meeting minutes to understand what the discussion was.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD MEMBER RON SCOTT: This involved no MPO funds; correct?

MS. SARAH HART SISLAK: That's right.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, I make a motion to adopt Resolution 2019-24, State requested amendments to the TIP.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Okay. There's a motion by Councilman Scott to adopt 2019-24.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we want to consider amending to address Mayor McMillan's concern with the wording?

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Sure.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Mayor McMillan, do you to make that amendment?

POLICY BOARD MEMBER MIKE MCMILLAN: Just fix

it.

POLICY BOARD CHAIRMAN DANE HAYGOOD: We've got a motion to adopt that's in your packet.

POLICY BOARD MEMBER MIKE MCMILLAN: Let's make this easy.

MS. SARAH HART SISLAK: We can do it with the revision to remove the word "Street."

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right. Any further discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor, say aye.

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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ADDING TWO PROJECTS TO THE TIP

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we had Agenda Item 9 was the MPO Coordinator's Report. We did add two items at the beginning of this meeting to the agenda, so if you want to insert those here.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we have any --

POLICY BOARD MEMBER MIKE MCMILLAN: Anything you can give us?

MS. SARAH HART SISLAK: I believe Richard and Joey have brought some attachments or some project information forms.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Something tells me they came prepared, Mayor.

MS. SARAH HART SISLAK: Let's do Fairhope first. That is going to be the installation of two turning lanes.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Which item do we want to take first?

MS. SARAH HART SISLAK: Let's take Fairhope first. That is two turning lanes on the Gayfer Road, Gayfer Avenue in Fairhope. The cost is eight hundred seventy-five thousand dollars ($875,000).

POLICY BOARD MEMBER PROXY RICHARD JOHNSON:

Actually, the number the State gave us was wrong. It was eight hundred twenty-five ($825,000).

MS. SARAH HART SISLAK: Oh, eight hundred twenty-five ($825,000). And that's not what's -- okay. So we're going to go with eight hundred twenty-five ($825,000)? Is that what you want to do?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: And I didn't produce those --

POLICY BOARD CHAIRMAN DANE HAYGOOD: These actually came from ALDOT; correct?

MS. SARAH HART SISLAK: Yes.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: So, yeah, you know. And, Mr. Chairman, if it's appropriate. If you feel comfortable that the motion comes with a maximum ten percent (10%) cap on that, I think that will be Fairhope's job to deal with overage from that point in time so.

POLICY BOARD CHAIRMAN DANE HAYGOOD: I'm going to say I'm personally not comfortable, because nothing in this give us anything in writing. That documents costs can certainly be added to the motion, but we've got one line is all the description that's here: Turning lanes and signal upgrades at Gayfer Avenue and Intersection Greeno Road, U.S. Highway 98.

And I don't think that's sufficient for us to make a

decision to add something to the tune of eight hundred plus thousand dollars in extended funds.

I don't think it's got the right amount of -- it's added at last minute to the agenda. We added it to this one. And I can't support making a decision based on the limited amount of information we have at this time. That's my personal opinion on the matter.

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, if I could.

Sarah, what would this resolution number be?

MS. SARAH HART SISLAK: I believe it's 24.

POLICY BOARD MEMBER MIKE MCMILLAN: 25.

POLICY BOARD MEMBER RON SCOTT: 25?

MS. SARAH HART SISLAK: 25.

POLICY BOARD MEMBER RON SCOTT: And the County will be 26?

MS. SARAH HART SISLAK: Yes, sir.

Richard, do you care to add any details or -- to address the Chairman's concerns?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Again, this was -- this was -- has been on the Visionary List for sometime. It predates me coming to the City of Fairhope. ALDOT assisted in providing budgetary numbers at that time.

If you look on the Visionary List, you actually see

two different numbers, because they've got it laid to the east side and west side based upon adding full turning lanes that go right through as well as signal upgrades that would be your idea of standard. So that -- that is the scope of the project.

The issue at hand is that none of the intersection roads on Gayfer have any turn lane. So if there is a east or westbound and you're trying turn left and they do not have a clear turn, traffic backs up behind them.

As you know, we have a daycare and school on both sides and both ends of that road, and school traffic because the grade variances tends to intersect that in the mornings, especially during those peak times.

Again, I'm not -- it is a traditional project, just like what was done at Whispering Pines and U.S. 98, 64 and U.S. 98. It is a widening and it introduces turning lanes and signal controls to maximize the capacity of that intersection. Same thing that was done at Fairhope and Greeno Road and U.S. 98. Same concept.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Questions?

POLICY BOARD MEMBER MIKE MCMILLAN: I, too, share my concerns about this one line item, eight hundred twenty-five thousand ($825,000) without any definition of cost factors of how we're getting there.

I don't disagree with what you're saying, it's

simple project turning lanes. We know that. I'd really like to know more about the whole expanse of this turning lane.

I understand a turning lane's a turning lane. Eight hundred twenty-five thousand dollars ($825,000) is a big number without filling the scope of the project.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we have an actual -- Councilman Scott asked about a resolution number, but we don't have a printed resolution. I do not think it would be appropriate to reference something -- that resolution number without being able to read the resolution.

If there were a motion to be made, it would need to be properly worded and make sure it encompasses everything that we need to know about the project in order to advance it. And I only speak from a procedural standpoint.

We're making real decisions for a lot of money. And it has nothing to do with the merits of the project. And I certainly believe there needs to be a signal there. I hate that ALDOT isn't doing it on their own on a state highway, on a federal highway. I don't believe that burden should be shifted to the municipalities, personally. But --

POLICY BOARD MEMBER PROXY BRIAN AARON:

Mr. Chairman, there's already a signal out there.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we're just adding the turning lanes for the signal?

POLICY BOARD MEMBER PROXY BRIAN AARON: Correct, on 6th Street.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And that's just where I think that we don't have enough information in front of us right now. I mean, and it may have been discussed in the past considering it was on the agenda, but we've already been through that.

I would feel a whole lot more comfortable for us to bring it up in one of the work sessions and look at having it on the agenda to be adopted the 21st and scheduling that before we leave. If that timing doesn't work, that is a discussion for the Policy Board.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: And, Mr. Chairman, I'm going to state this again. I don't know where this is coming from. This has been on the Visionary List for at least two years.

It was requested by Councilman Burrell and Mayor Wilson to ask for it to be advanced to the consideration of the Policy Board. That communication was not done at midnight to the MPO. It was done in advance of a work session.

It was talked ad nauseam as part of that work

session. And the members of Fairhope left that work session with the understanding it was on this agenda to be considered.

So quit implying that it has been snuck in at last minute. That's not the case, sir. It's has been on the Visionary List for two years.

There was a correspondence to the MPO that was communicated. Because Mr. Burrell and -- and Mayor Wilson was asking for it to be considered at the next meeting. So I don't know where the sneak attack is coming from.

POLICY BOARD CHAIRMAN DANE HAYGOOD: I didn't say sneak attack. Those are not my words. I don't appreciate you putting words in my mouth.

When I asked Sarah -- We had a work session on July the 10th, did we not? And did we, you and I and Katrina, meet on the 9th, 24 hours before that meeting, and this agenda item was not on the agenda as we went through the packet.

So I don't know when it was submitted. I'm just telling you that did not appear. And none of you showed up at the work session the next day. It brings into concern the framework and deadlines. Y'all may have asked for it two months ago. I'm not privy to that information.

And we did have a lot of discussion at the work session. And there was, in my opinion, I think everybody that was in attendance, a willingness to try to work for the framework and get things figured out so we can make these decisions and advance these projects.

But if I'm not mistaken, what is being talked about here is moving this project to the -- from the Visionary List to the TIP, which in effect is allocating the funds for the project.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And once you to that, you cannot undo it. Because they're going to rely on it, any member municipality would. And we're spending with this a motion without a resolution, without project clarity to understand how it fits in terms of priority.

I just personally think that the Policy Board needs to be more strategic in the decisionmaking process. It has nothing to do with when they got submitted.

We, as a Policy Board, need to figure that out. Just like I've asked that we commit the time to understand how we're going to prioritize projects, how much funds we're going to spend.

There's some very interesting things that Sarah sent out. And we've actually talked a lot about some things

you brought up, that the Federal funds can be allocated per year.

And if you look out four years, you don't have to allocate it all at once. And so that was in Federal regs that, I think, in your e-mails, I think there's things we've got to become familiar with.

I understand the timing issue, the budget issue. And I don't want us to have three million ($3,000,000) or four million dollars ($4,000,000) out there that's not being put to use within the urbanized area to benefit our citizens. So we need to figure out a way to do that.

That's all I'm trying to do is push it along. Let's develop the framework. It should have been done four years ago. It didn't. So we're in the position we're in now.

If we want to fund the projects, then fund them and then we can figure it out later. But I feel like we're kind of kicking the can down the road, because the urgency won't be there for everybody to show up and actually develop the framework.

That's one opinion. Questions to Sarah about this?

POLICY BOARD MEMBER RON SCOTT: Mr. Chairman, if I could. Since we don't have a resolution in front of us, I do think that I'm a total supporter of both of those. From a budgetary standpoint, I think the

Commissioner and Joey can go to the Commission and say, you know, the MPO is going to recommend funding the 64 project.

I think you can go to the City of Fairhope, I believe, and tell them that this is something which will happen. But -- but I also think this ought to be taken up. And we ought to have a resolution in front of us, and that ought to be at the special meeting that we have in August.

We know the project is going be to a go, at least from my standpoint on both of these. But I do think we need something in front of us.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: And I -- again, my question at the beginning of the meeting, if I had a certainty that they would at least get a fair vote in August, I was okay with that. And I will be glad to spend the necessary time to better predict what this project cost would be in much better detail.

The biggest challenge, as we all know, is that when you finally get the go to start, you go through your local legislative process to get the go to start, then you get the engineers in the field, then you determine the scope and utility conflicts and those things that are not known right now.

Again, there would have been a resolution to

consider if, all things being equal, when we left the work session, it was agreed upon that these two items were on the agenda. And the staff would have prepared the resolution. Yet, they were removed. And, thus, now we can't act on it, because there's no resolution. This is a catch-22.

I have no problem with the tabling, as long as there's certainty that an up-or-down vote -- at the end of the day, if this body says no, I'll report that back to my council, and they'll make their decision accordingly.

But I can't give them information that I don't have. Do you have to come up with twenty percent (20%) or a hundred percent (100%) of the everything over X amount?

I can't answer those questions until -- this body's action requires to come first before I can bring back a resolution saying that the City Council is supportive and would be committing to the twenty percent (20%) match plus overruns, whatever that detail is.

POLICY BOARD MEMBER MIKE MCMILLAN: I think the general consensus on this board is that they're in favor of the project. And I'm speaking for myself. Probably shouldn't be speaking for everybody.

But I do have some concerns the way this is being put in front of us. I think what can be reported to your

council or the commission is that the general consensus seems to be that we would fund the projects.

But until we get resolutions and proper backups that we need to make an educated decision, I would be against a move today. I'd rather see it tabled to the next meeting, next work session with the regular meeting scheduled immediately after.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: At this point, I wonder are we asking for a resolution from the council? Because I thought our rules said that we had to have that by a certain number of days after it moved to the TIP; is that correct?

MS. SARAH HART SISLAK: Sixty (60) days after it's funded, we have to have a resolution to make the actions.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: In other words, we introduce a rule that's not part of the rules?

MS. SARAH HART SISLAK: That was adopted a couple of years ago.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: No, I'm talking about -- I heard bring back a resolution and we'll consider it -- consider the project. That's not what --

POLICY BOARD CHAIRMAN DANE HAYGOOD: That's not

what I -- that wasn't what I heard.

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Okay, I'm sorry.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So to help a little bit of the uncertainty here, would it be acceptable to go ahead and have a motion to set a work session for August 7th, I'm assuming at Fairhope County Satellite Courthouse at 9 to 10:00 a.m., whenever the will is of this body.

Also, to do one on the 21st, and go ahead and set that so there's certainly a meeting, so we can take away that risk and that uncomfortableness. And then we will adopt to table it -- to set a meeting, that would be an option that's here. I think I'd like --

POLICY BOARD MEMBER MIKE MCMILLAN: So would you like to make a motion to that effect? I'd like to make a motion that we establish a work session August 7th, 10:00 a.m. at Fairhope Courthouse, whatever that is, and on August 21st, with a work session -- with a meeting -- a regular board meeting scheduled immediately following the work session on the 21st.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: There's a motion by Mayor McMillan. A good question for staff is can we set a public meeting with the Policy Board just to

follow a work session?

POLICY BOARD PROXY MEMBER RICHARD JOHNSON: Yeah.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Just want to make sure that that's allowable under Federal regs.

POLICY BOARD MEMBER MIKE MCMILLAN: Unless we've been doing it wrong in Fairhope and Spanish Fort for all these years.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, let me -- there's a difference in State law and some of these Federal regulations. I just want to make sure that they don't say we have to pick a time. I'd say noon, but I don't want to keep everybody there all day. I just want to make sure that the staff says that this is allowable.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD MEMBER RON SCOTT: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right. So motion by Mayor McMillan and a second by Councilman Scott to create a work session, a special called work session on August 7th at 10 a.m. at Fairhope; August 21st at 10 a.m. at Fairhope Satellite Courthouse, and a formal MPO Policy Board meeting to follow the work session on August 21st.

POLICY BOARD MEMBER JOE DAVIS: That would address both these projects?

POLICY BOARD CHAIRMAN DANE HAYGOOD: We're just setting the meetings so that everybody will know those meetings are set. And anybody can make a motion or take whatever action is appropriate for these projects accordingly.

POLICY BOARD MEMBER RON SCOTT: My understanding would be that these two projects will be on the 21st, so they'll have a resolution written.

POLICY BOARD CHAIRMAN DANE HAYGOOD: They're on the agenda today, so we need to set the meeting, create the meetings, and then somebody wants to postpone them to it. But, again, we may want to vote on them now. I don't know the answer to that. I just have a straight meeting so we know we're there.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any other discussion on setting those two work sessions and one Policy Board meeting.

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

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Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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POLICY BOARD CHAIRMAN DANE HAYGOOD: So we now have two more work sessions that are upcoming and a known Policy Board meeting on August 21st.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Now, back to Agenda Item 9 and 10, that were added. What action do we want to take?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'm sorry. Are we continuing to talk about the Fairhope project? I'll wait my turn.

POLICY BOARD MEMBER RON SCOTT: Just table it.

POLICY BOARD MEMBER MIKE MCMILLAN: So form a motion?

POLICY BOARD MEMBER RON SCOTT: Yeah, make a motion to table Resolution 2019-25.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, we

don't have a Resolution 2019-25. That's an agenda item.

POLICY BOARD MEMBER RON SCOTT: That's what it's going to be.

POLICY BOARD MEMBER MIKE MCMILLAN: Call it Agenda Item 9, 10?

MS. SARAH HART SISLAK: If you just want to clarify the Fairhope -- yeah -- Gayfer sidewalk -- Gayfer Turning Lane Project. Excuse me.

POLICY BOARD MEMBER JOE DAVIS: Sir, if I could ask a question. Are we expecting the City of Fairhope to provide us additional information about these projects, or are we just going through the administrative hoops that we feel necessary?

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: You can count on it.

POLICY BOARD CHAIRMAN DANE HAYGOOD: It may be that we have sufficient information in the file from when it got added to the Visionary List, but maybe not. Sarah says no.

MS. SARAH HART SISLAK: That's all the information I had was the cost estimate. And it was just a total cost estimate. It didn't break it down into utility and the right-of-way or --

POLICY BOARD CHAIRMAN DANE HAYGOOD: One comment, too, that I wanted to address that Mr. Johnson

made about taking it back to the council and certainly concerns with cost overruns.

And you indicated earlier in this meeting that all of our resolutions at this point had indicated that all cost overruns would be borne by the sponsor. So unless y'all want to propose something different, I would rely on that. And let's make sure y'all have an accurate -- I would rather the project be ten (10%) or twenty percent (20%) higher than if we did have to come back and ask for additional funds, so we can budget appropriately as opposed to kind of coming back.

We've already done one additional appropriation that basically increased the cost by sixty-six percent (66%). I mean, those are big misses. And I know that's something that we've tried to focus on in Daphne.

Let's don't streamline the numbers too much and have to come back for additional monies. And I hope we want to take that same approach here with the Policy Board, one bite of the apple, and make sure it's a good estimate.

MS. SARAH HART SISLAK: Okay.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So did we answer your questions, Commissioner?

POLICY BOARD MEMBER JOE DAVIS: I think so.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So we're

going to get some more information, bring it up. I would hope to go ahead, in case there's additional questions as to who puts it on the work session.

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we got a motion?

POLICY BOARD MEMBER RON SCOTT: I'd like to make a motion to table the Fairhope Gayfer Turning Lane Project and the County -- Baldwin County, County Road 64 Road Improvements until the meeting on the 21st.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Certainly, we'll put it on work sessions either way. There is a motion by Councilman Scott. I know we haven't really talked about the second item yet.

POLICY BOARD MEMBER JOE DAVIS: We need to.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Is there a second or no?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Can we just make the motion to just do the one project and then talk about this one?

POLICY BOARD MEMBER RON SCOTT: That's fine.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion has been amended by Councilman Scott to just relate to the Fairhope project. Is there a second?

POLICY BOARD MEMBER MIKE MCMILLAN: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Second Mayor McMillan. Any further discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion carries.

****

Ayes: 4 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Joe Davis, Mike McMillan

5 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Joey Nunnally, Kevin Boone.

No: 0 Board Members: (None)

MOTION CARRIED

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POLICY BOARD CHAIRMAN DANE HAYGOOD: So that item will be on the Eastern Shore MPO agenda on the 21st, and we'll take it up in the work session on the 7th. And any information you get to us sooner rather than later, I think everybody will appreciate it.

Now the second agenda item that was added regarding the County project on County Road 64. Joey, wave your

hand.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Well, now, so I guess what I would have to say is what I've heard from consistently on multiple boards is this project is a very valid project. Everybody's onboard with this -- with the need of this project.

We've got the school that's opening up very soon. And we're kind of under a timeline to move forward with this.

Last year this board approved design funds for this project. The design's currently underway. This money that I'm asking the board to approve today is going to be for the right-of-way acquisition and the utility relocation phase. There's still no money for construction.

So we're just kind of -- the best way to eat a elephant is one bite at a time, and that's what we're trying to do here, because this is a pretty large project.

Obviously, these are budgetary numbers. What we submitted here with this application form was not a real detailed. I can give those to you now, today, to get this project moving forward if you need that.

Obviously, it's still under design, so these are budgetary numbers. So I was kind of reading through what

we have as far as right-of-way costs, three hundred thousand dollars ($300,000). And that based off of just the price of the right-of-way that's out there now that, you know, after we acquired our appraisals.

There's a large power line out there that we've been speaking with the power company, that's costing five hundred fifty thousand ($550,000). There's a large gas line out there that's got to be relocated, and the cost is three hundred thirty thousand ($330,000).

There is a fiber optic cable out there. We've been talking with them and got a budgetary number of three hundred thirty thousand ($330,000) for them. Sewer is three hundred thirty thousand ($330,000), and a water line, three hundred thirty thousand ($330,000).

We've gotten all these budgetary numbers from the individual utility owners, so I feel like we've kind of done our homework from a budgetary standpoint. And I'd love to see this project move forward, if this board so moves.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Just a couple of quick questions just to put this thing holistically. I think everybody agrees that we'd like to see the project done.

Sometimes it's out of necessity when the projects fall, kind of piecemilling it in phases. This project

submittal we're being asked for is only for utility relocates and right-of-way acquisition.

So remind me what the engineering costs and what that that we've already performed some of that, allocated those funds through the MPO, so what was that total engineering cost?

MS. SARAH HART SISLAK: Five hundred thirty-five thousand ($535,000).

POLICY BOARD CHAIRMAN DANE HAYGOOD: Five hundred thirty-five thousand ($535,000). That was total project?

MS. SARAH HART SISLAK: Yes, sir.

POLICY BOARD CHAIRMAN DANE HAYGOOD: And then so of that eighty percent (80%) was -- it was MPO, twenty percent (20%). So roughly --

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Twenty percent (20%) was the County, twenty percent (20%) was all full County, one hundred (100) percent County.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So five hundred thirty-five ($535,000), and then we're talking about utility relocates and right-of-way to the tune of estimated cost of two-point-one-seven million ($2,170,000).

And what is the plan to do that without ever constructing -- that doesn't do any citizens any good, so

what would be the plan to actually construct the improvements? How much is this anticipated to cost? And what's the funding strategy for that?

Because if we're talking about another two million dollars ($2,000,000) and we're looking at the MPO for that, it's a four million dollar ($4,000,000) decision, not a two million dollar ($2,000,000) decision. I think costs factors in heavily. So we've got to paint the picture before we take the next step.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: No, that's a great question actually. So, originally, I had actually had in mind to submit this project for an ATRIP-II funding package. The ATRIP-II funding rules, I'm kind of starting to get the limelight now. They've not been fully adopted by the ATRIP-II Committee up in Montgomery.

But I have received a copy of them. And this project could be funded -- it's a possibility of it being funded from the ATRIP-II standpoint. So that's one funding possibility that we would just have to submit for and see if we could get it.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Well, at the work session, you had indicated that you had gotten some guidance that it wasn't eligible, at least this portion of the project wasn't eligible for ATRIP-II based

on the draft.

But I talked to Senator Elliott about it specifically. He's, you know -- he's going to be on that committee. And he indicated that, you know, he wasn't sure if it's the right project for that program and he thought that it wouldn't be eligible for sure.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Yeah. And that's -- I had a discussion with him after I made those statements as well. That's why, so we can't do that.

POLICY BOARD MEMBER MIKE MCMILLAN: Did I miss something? What is the construction cost? Do you know that at this point?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I mean, I can give you a budgetary number.

POLICY BOARD MEMBER MIKE MCMILLAN: But --

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: It's probably going to be about four mill ($4,000,000).

POLICY BOARD CHAIRMAN DANE HAYGOOD: So really this is about a six and a half million dollar ($6,500,000) dollar project?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: That's correct.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So -- and this is the same thing we're trying to fight through, you

know, with the City of Daphne, understanding the total project cost, understanding where you -- And sometimes you have to divide and conquer to get it done.

But I would think there's got to be a tight coupling to some degree in utility relocates and construction phase. How long is the utility relocate phase supposed to take?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Once we get the design completed -- I mean, obviously, the design's probably going to be eight or nine months. Then the right-of-way acquisition phase is probably going to be about four to five months. The utility phase will start after that, which will mean we're probably looking at, I don't know, maybe six or seven months down the road from that. So, you know, that's pushing the project timeline, you know.

POLICY BOARD PROXY MEMBER ROBERT DAVIS: Well, this cost estimate could go up, you know.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Yeah. These are all budgetary numbers.

POLICY BOARD MEMBER RON SCOTT: The school opens a year from next week or two weeks.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: That is correct. And we're already behind the eight ball.

POLICY BOARD CHAIRMAN DANE HAYGOOD:

County's -- I know we're all probably looking at the budget as well; right? And so is that something the County is looking to fund without help? I know your preference is to have assistance of the MPO.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: You're talking about the twenty percent (20%) match or you talking about construction?

POLICY BOARD CHAIRMAN DANE HAYGOOD: I'm talking about, you know, if y'all go and advance it, I mean, if the MPO didn't allocate funds, but we weren't here, the County had to find a way to get it done. And I don't know if y'all are depending on grant forces in order to move the project along, or if this is a way to lessen the financial burden.

The need is there. The school is coming either way, right, regardless of whether we do this project or not. The question is, is the County committed, or would the project not move forward without some funding, whether it's ATRIP 2.0 or whether it's MPO's help or some other grant program?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: If the MPO doesn't help fund this, then this project won't happen. Does that answer your question?

POLICY BOARD CHAIRMAN DANE HAYGOOD: That utility relocate and the construction phase, or just the

utility relocate phase?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: If the MPO doesn't help with the funding of the right-of-way and the utility costs, the project is --

POLICY BOARD CHAIRMAN DANE HAYGOOD: My question is construction. I need to know if -- the consideration for me -- whether we're talking about a six million dollar ($6,000,000) project that's being requested of the MPO or whether it's just help with utility and right-of-way acquisition, which is a smaller number. It's one-point-seven ($1,700,000).

But, to me, that's a fundamental difference in evaluating whether the MPO would be able to participate. So I guess I'm asking what is the plan for construction if the TRIP 2.0 doesn't work out for you or the timing of it doesn't work out? Are we going to be back here asking the MPO for four more million dollars ($4,000,000)?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'm sure that the County Commission will probably be asking this Committee to help fund the construction in the future if it is -- future funds that this MPO may get. How much of that, I don't know. I mean, obviously, that's a -- that's four Commissioners' decision that -- and I'm just representing one so.

POLICY BOARD CHAIRMAN DANE HAYGOOD: But your

critical path is right-of-way and -- right-of-way right now, even more so than --

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: Utilities.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Because we've already funded engineering. So we've already committed five hundred thousand dollars ($500,000) to it.

One of the other discussions we had that kind of popped up is that there's nothing -- the match Federal funding eighty percent (80%) and twenty percent (20%) match is not rigid. It says the Federal funding can not exceed eighty percent (80%). So, much like Greg Cooper's done, we're all familiar with that, I think there is an opportunity to participate, you know.

What jumps out at me -- And I'd be happy to advance along here today to help -- would be for the MPO to put in help with this phase and ask for the County to put up fifty percent (50%) of it and fifty percent (50%) of it to come from MPO funds so that we can move on. So it's only an eight hundred fifty thousand dollar ($850,000) ask.

You know, that's something we -- because I think the necessity of this is there. Hopefully, that would be something that would be well received in order to advance it along.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: So the other funds that don't get used goes back to the pot for another project?

POLICY BOARD CHAIRMAN DANE HAYGOOD: I'm not sure what you're asking. No fund is allocated, so it's one-point-seven million dollar ($1,7,00,000) cost. And we'd say the motion -- the concept that I'm suggesting, that I would be very supportive of, is to advance this along with a fifty percent (50%) match from the County with a total construction right-of-way acquisition cost not to exceed one-point-one million dollars ($1,100,000).

It's just a different match percentage. And that would enable it to move forward pretty quickly. So the County would have to come up with fifty percent (50%) match in order to advance it along.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I guess what I'm saying is if there's an additional project that's in the wings out there that uses the other money that you're proposing to leave in the MPO's pot, I would love to know what that is.

POLICY BOARD CHAIRMAN DANE HAYGOOD: McMillan already said he's about to fill the pot. I think you're going to see Daphne fill the pot. So you're going to be able to see those needs pretty quickly. But we don't have a way to evaluate priority.

And so the problem that we're having is the timing issue is what's dictating priority. And I think that's fundamentally wrong. It should not be when someone brings -- timing of when you're asking for it to determine where the funds are allocated.

I think we're all smarter than that at this table and that we want to represent the Eastern Shore MPO projects be based on merit, you know, or some other strategy that we develop and agree upon.

I want to get this project done. And I think it's important for the school. I do think 64's important, east/west corridor. So I'd love to find some way to do it.

But, to me, it's improved planning. We know it's a six and a half million dollar ($6,500,000) ask and you've for asked five hundred thousand ($500,000) allocated. Now we're asking for one-point-seven ($1,700,000) to be allocated. And then it may or may not be a four million dollar ($4,000,000) ask, or more, as its time shifted twenty-four (24) months down the road.

I have a hard time making decisions like that. And I don't think that's in the best interest of your citizens for us to handle it that way.

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I guess my only concern about starting the precedence --

maybe setting precedence of maybe funding things at 50-50 instead of 80-20. I guess it kind of goes back to your point earlier, you know, is that a standard that we're going to follow in the future for different projects to be submitted?

POLICY BOARD CHAIRMAN DANE HAYGOOD: I was trying to find a way that I would support voting for it right here and now, so I could get y'all moving down the road. And I think that's important. That's all I'm giving you is some opinions.

POLICY BOARD MEMBER JOE DAVIS: Well, if I could. As one of those four Commissioners, we came to you with our needs based on this part of this project. Our concept is that we look under ever rock to find partners and other resource.

ATRIP is one of them. We have a pretty steady dialogue with ALDOT on a number of things. And to ask for the total amount and expect that we're going to ask y'all to pay for all of it, I think, is just not genuine in terms of -- addressing what we're asking for here.

And recognize that we will pursue construction costs from a number of sources. And we'll probably come back and ask y'all to participate. You can choose to or not, but you would have done this part of the project, and we would have been this much further down the line.

And then we'll continue to look under rocks to find other funding sources as they come. But, I mean, if you're looking to find out what the total thing is going to cost, we won't know until we get some of this right-of-way and these utility things nailed down.

So our request is for what it is right here. And the construction costs, sure. We'll develop those numbers, and we'll share them with you, and we'll ask you to participate.

But the project's going to go forward. Y'all can either participate with us at this level right now, and choose whether or not to participate at another junction.

But, I mean, we can spin our wheels all day long, guys. But we needed to have done this two years ago. And so now we've got a chance to move it forward.

Please fund this and go through whatever administrative hoops we have to go through to get this part of it moving forward. And we will keep you in the loop relative to who and how we'll pay for the construction. And you'll get an opportunity to participate.

POLICY BOARD MEMBER PROXY RICHARD JOHNSON: Thank you. Mr. Chairman, we've been here an hour and forty-four minutes. And I get to do this all again at one o'clock, RESTORE Act meeting. So since we're judging

the applications based upon ink, their ink and our ink were exactly the same. But they had a picture. We didn't.

We've got a work session. That work session falls in the next three weeks. I make a motion that we table this request to that meeting on 21st and make sure it's a topic of discussion.

I think this is a great project. And, you know, we got -- we can't sit here all day and keep going in circles. That's money.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Motion by Johnson.

POLICY BOARD MEMBER RON SCOTT: Second.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Seconded by Councilman Scott.

POLICY BOARD MEMBER RON SCOTT: Question. How much money do we have in the road resurface?

MS. SARAH HART SISLAK: As of October 1, we'll have three and half ($3,500,000).

POLICY BOARD CHAIRMAN DANE HAYGOOD: Three-point-two ($3,200,000) right now with a hundred and eighty ($180,000) coming.

MS. SARAH HART SISLAK: Yeah. Right.

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right. Motion seconded. Any further discussion?

POLICY BOARD MEMBER JOE DAVIS: All right. Tell me again what we're voting on? This motion is going to do what to this project?

POLICY BOARD CHAIRMAN DANE HAYGOOD: Table it to the 21st. We'll talk about it on the 7th.

POLICY BOARD MEMBER JOE DAVIS: And do you want us bring more information? Is there something else you need to know in order to move on this part? Yes or no, that's my point.

POLICY BOARD MEMBER MIKE MCMILLAN: I think you would need -- voicing my opinion, you would need what Joey gave us in writing, plus you need a resolution from the staff.

MS. SARAH HART SISLAK: We'll have resolutions prepared regardless.

POLICY BOARD CHAIRMAN DANE HAYGOOD: For me, personally, I'd like to see commitment that, you know, we'll fund it in some other way, the project, that either, you know, either ATRIP-II or the County will fund it. And we're not coming back here and say we need to know what the total allotment for the project, as a whole, is going to be, short of MPO, in order to make a decision and kind of doing it in stages. The unknown future funding request to me is concerning.

Any other discussion?

(No response.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: All in favor?

(Policy Board Members and Policy Board Member Proxies say "aye" in unison.)

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any opposed?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: No.

POLICY BOARD CHAIRMAN DANE HAYGOOD: So one opposed. One opposition --

POLICY BOARD MEMBER JOE DAVIS: No, actually, we have two. My fault. I'm opposed.

POLICY BOARD MEMBER PROXY ROBERT DAVIS: All right.

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Ayes: 3 POLICY BOARD MEMBERS: Dane Haygood, Ron Scott, Mike McMillan

4 PROXY POLICY BOARD MEMBERS: Richard Johnson, Brian Aaron, Robert Davis, Kevin Boone.

No: 2 BOARD MEMBERS: Joe Davis, Joey Nunnally

MOTION CARRIED
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INFORMATIONAL - MPO COORDINATOR'S REPORT

POLICY BOARD CHAIRMAN DANE HAYGOOD: Agenda Item 12 is the Coordinator's report.

ALDOT PROJECT UPDATE

MS. SARAH HART SISLAK: Okay. Brian Aaron is

going to give you a project update.

ADAPTIVE SIGNAL

POLICY BOARD MEMBER PROXY BRIAN AARON: I will try be brief. The adaptive signal project has been accepted for maintenance as it was designed and let to contract. Parker Road signal will be coming online, should be by the end of August, along with Bay Shore Christian School with that new signal. So that is up and operational. We continue to monitor that system. But we are seeing improvements in that corridor with the adaptive signal system.

SR 181 WIDENING

POLICY BOARD MEMBER PROXY BRIAN AARON: 181 widening continues with utility relocation, as previously stated back at the April meeting. Still on target to finish that utility relocation by the end of the year, and actually hope to start widening potentially before that in some areas that area available to construct.

US 31

POLICY BOARD MEMBER PROXY BRIAN AARON: US 31 continues with drainage, basing, paving operations. It's getting asphalt down, so good progress happening on 31.

SR 181 AND I-10, DIVERGING DIAMOND

POLICY BOARD MEMBER PROXY BRIAN AARON: 181 DDI, we are widening up around the interstate ramps. That work is continuing as well as drainage work down Highway 90. And so we're still on schedule there.

INTERSECTION ALIGNMENT AT US 90/SR 59

POLICY BOARD MEMBER PROXY BRIAN AARON: And our intersection alignment at US 90 and SR 59, we are in the right-of-way acquisition phase. We intend to -- as long as everything goes well with that acquisition, we're looking at a letting toward the end of the year, in December, with starting construction first of the year.

CALL FOR PROJECTS - PLANNING FUNDS

BRATS LETTER OF SUPPORT

MS. SARAH HART SISLAK: Okay. The call for projects and BRATS letter of support, I sent that information out to y'all.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Quick question. As it's listed in our packet on Page 246 is a little bit different. It had the project updates, but adaptive signal was one of the ones in Fairhope transit hub. Is it the same update that's made it as an agenda

on the packet?

MS. SARAH HART SISLAK: Yes, sir. Okay.

VISIONARY LIST

MS. SARAH HART SISLAK: And the Visionary List, we do ask -- we're going to make a new policy that when you submit an item for the Visionary List, that you indicate whether you plan to pursue MPO funds or if this is a grant, you're pursuing another grant. So we will add a box on our project submittal form that we just ask you to indicate that when you submit it to the Visionary List.

PLANNING AND DEVELOPMENT UPDATE

MS. SARAH HART SISLAK: Planning and development update, Katrina is not going to go through everything, but she will go through --

MS. KATRINA TAYLOR: I will keep it short and simple. This is the planning and development update for the second quarter of the 2019 calendar year. The spreadsheets are located in your agenda packets in the front pocket.

We only track final and preliminary plats that are greater than ten (10) lots or units and that are located within the planning area. And, for clarification, the

developments are based off city limits and not planning jurisdictions.

There were one hundred sixty-two (162) preliminary lots approved, four hundred forty-six (446) final lots approved, and four hundred nine (409) building permits approved.

As you can see in the graph, the preliminary and final lots remain pretty consistent, where building permits had a substantial increase by thirty-three percent (33%) from the first quarter, from three hundred seven (307) to four hundred nine (409) this quarter. But on your spreadsheet, it has the development, location, density, area, number of lots.

Do you have any questions?

POLICY BOARD CHAIRMAN DANE HAYGOOD: Thank y'all for visualizing that. That's really interesting to see the relationship, the preliminary versus final. I know y'all continue to collect that data and find ways to make it easier to process. So it's much appreciated.

Any other questions for Katrina?

(No response.)

NEXT MPO MEETINGS

MS. SARAH HART SISLAK: Your next meeting -- well, is August the 7th at 10 o'clock in Fairhope.

PUBLIC FORUM

MEMBERS OF THE PUBLIC

POLICY BOARD CHAIRMAN DANE HAYGOOD: Do we have any members of the public that want to address the Policy Board?

(No response.)

MEMBERS OF THE PRESS

POLICY BOARD CHAIRMAN DANE HAYGOOD: Any members of the press?

(No response.)

BOARD/COMMITTEE MEMBERS

POLICY BOARD CHAIRMAN DANE HAYGOOD: All right, Or any committee member comments? Joey?

POLICY BOARD MEMBER PROXY JOEY NUNNALLY: I'm good.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Kevin?

POLICY BOARD MEMBER PROXY KEVIN BOONE: No.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Joe?

POLICY BOARD MEMBER JOE DAVIS: I made a commitment about four months ago to make sure that I mention the importance of the census that will be coming up. And I promised that I'd mention it at every public

meeting that I participated in.

We'll all be involved in making sure that everybody counts. And, as you know, we're growing by seventeen (17) people a day. But we need to make sure that the census is accurate, because it influences Federal, State, and all kinds of dollars that we could be eligible for.

So that's my commitment, to remind you of the importance of the census. Thank you.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Ron?

POLICY BOARD MEMBER RON SCOTT: No.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Mike?

POLICY BOARD MEMBER MIKE MCMILLAN: No.

POLICY BOARD CHAIRMAN DANE HAYGOOD: Brian?

POLICY BOARD MEMBER PROXY BRIAN AARON: No.

POLICY BOARD CHAIRMAN DANE HAYGOOD: I'll just take one moment of privilege here, and I would like to thank Loxley for hosting us here today.

But I also wanted to say congratulations to Richard Teal that's now the Mayor of Loxley. And certainly our condolences go out the entire City and the Middleton family for the loss of Mayor Middleton.

But you've been a regular attendee at our meetings, and now have a new title. And we appreciate your public service. And thank you for hosting us here today.

MS. SARAH HART SISLAK: Please leave your

agenda packets. And also the Town of Loxley has been gracious enough, there's some desserts back here, some drinks, some cake. So, please, help yourself.

ADJOURNMENT

POLICY BOARD CHAIRMAN DANE HAYGOOD: Meeting is adjourned.

(The Eastern Shore MPO Policy Board Meeting was adjourned at 11:57 a.m.)

C E R T I F I C A T E

STATE OF ALABAMA)
BALDWIN COUNTY)

I hereby certify that the above and foregoing transcript was taken down by me in stenotype and the proceedings were transcribed by means of computer-aided transcription, and that the foregoing represents a true and correct transcript of the meeting given by said parties upon said meeting.

I further certify that I am neither of counsel nor of kin to the parties, nor am I in anywise interested in the result of said proceedings.

Susan C. Andrews

_____

SUSAN C. ANDREWS,
Certified Court Reporter,
Certification No. 287

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Draft

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

The following items will be considered:

1. Hereby removes all ESMPO project entries from the Transportation Improvement Program that relate to the "I-10 MOBILE RIVER BRIDGE & BAYWAY PROJECT"

2. Urges ALDOT to provide a plan to deliver the Project in a manner that eliminates making Interstate 10 a toll road as tolling will have a negative impact on the citizens and transportation network within the Eastern Shore MPO urbanized area.

3. Encourages ALDOT to formally adopt a policy not to toll any existing portion of the Eisenhower Interstate System in the State of Alabama.

RECOMMENDATION

- BPAC recommends: N/A
- CAC recommends: N/A
- TAC recommends: N/A

ATTACHMENT(S)

1. Resolution

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-24

Resolution to Remove the I-10 Mobile River Bridge and Bayway Project from the FY 20-23 Transportation Improvement Program (TIP)

WHEREAS, **the Eastern Shore Metropolitan Planning Organization (MPO)** is the organization designated by the Governor of the State of Alabama as being responsible for the Transportation Planning within the Eastern Shore MPO urbanized area;

WHEREAS, there has long been a recognized need to improve the segment of Interstate 10 traversing Mobile Bay and the Mobile River to provide additional capacity and relief from the bottleneck conditions associated with the Wallace Tunnel and to provide an overall better flow of traffic across these bodies of water as limited alternative routes are available to alleviate the growing local and interstate traffic demands;

WHEREAS, consistent with the declaration of these provisions, the Eastern Shore MPO ("ESMPO"), in cooperation with the Alabama Department of Transportation, previously included provisions for improvements for an I-10 Mobile River Bridge and Bayway project in the ESMPO Long Range Transportation Plan ("LRTP") and further amended the LRTP and added specific projects to the ESMPO Transportation Improvement Program ("TIP") at the request of the Alabama Department of Transportation ("ALDOT") in furtherance of addressing the previously recognized aforementioned need; and

WHEREAS, ALDOT is the project sponsor for the I-10 Mobile River Bridge and Bayway Project (the "Project") for the design, construction, and funding of the Project; and

WHEREAS, ALDOT's strategy to implement the Project is to turn the section of Interstate 10 within the extents of the Project into a toll road and utilize a Public Private Partnership ("P3") to design, build, finance, operate and maintain the Project; and

WHEREAS, ALDOT is currently in the latter stages of a lengthy and intensive P3 RFP process for the Project which has several private development teams ("Concessionaires") competing to be selected as the P3 Partner for the Project, with the RFP process set to conclude in December of 2019; and

WHEREAS, although ALDOT has indicated is not at liberty to disclose all documents outlining the parameters imposed by ALDOT due to legal concerns and fairness to all Concessionaires in the competitive selection process, certain details and parameters of the process have been released by ALDOT which include ALDOT imposed parameters of a maximum fee for a single toll for one-way travel in the amount of Six Dollars ($6.00) and the term of the P3 agreement for the Project shall be fifty-five (55) years; and

WHEREAS, ALDOT has indicated that the full, definitive details associated with the Project cannot be provided such time as the RFP process for the Project has concluded and a winning Concessionaire selected by ALDOT whereby a final definitive ALDOT plan in the form of a P3 can be compiled and submitted to the Alabama Toll Road, Bridge and Tunnel Authority, provided tolling is indeed involved in the Project, including but not limited to tolling fees, changes to transportation infrastructure for ingress/egress to the I-10 toll road, any proposed transportation infrastructure changes, traffic pattern impacts associated with toll avoidance, impact of any other obligations that may be part of the 55 year term of the P3 agreement, or other potential impacts that may impact

the transportation network within the Eastern Shore MPO Urbanized Area that cannot be foreseen until such time as the final plan and agreements are available; and

WHEREAS, the majority of member governments in the Eastern Shore MPO have taken formal stances against the use of tolls on the Project; and

WHEREAS, the Eastern Shore MPO finds is prudent, necessary and proper to temporarily remove the Project from the TIP until a final plan can be developed by ALDOT with complete, definitive details in written form can be made available to the Eastern Shore MPO for review, analysis and consideration of the final plan prior to providing support of the Project; and

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization,

1. hereby removes all ESMPO project entries from the FY20-23 Transportation Improvement Program, also known as the "Four Year Plan" or "TIP", that relate to the "I-10 MOBILE RIVER BRIDGE & BAYWAY PROJECT", including but not limited to:

Project #	Phase	Description
100062413	Design	I-10 Bayway Widening from Mobile County Line to East of SR-16 (US 90) at Spanish Fort
~~100062414~~	~~Right of Way~~	~~I-10 Bayway Widening from Mobile County Line to East of SR-16 (US 90) at Spanish Fort~~ (Previously Removed)
100062415	Utilities	I-10 Bayway Widening from Mobile County Line to East of SR-16 (US 90) at Spanish Fort
100062416	Construction	I-10 Bayway Widening from Mobile County Line to East of SR-16 (US 90) at Spanish Fort

2. urges ALDOT to provide a plan to deliver the Project in a manner that eliminates making Interstate 10 a toll road as tolling will have a negative impact on the citizens and transportation network within the Eastern Shore MPO urbanized area.

3. encourages ALDOT to formally adopt a policy not to toll any existing portion of the Eisenhower Interstate System in the State of Alabama.

The foregoing resolution was adopted and approved on the 28th day of August 2019, by the Eastern Shore Metropolitan Planning Organization Policy Board.

_____ Date: _____
Dane Haygood, Chairman

ATTEST:
_____ Date: _____

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

MPO staff is seeking to clarify and establish policies regarding the development of the agenda and responsibilities for MPO meetings.

RECOMMENDATION

- BPAC recommends: N/A
- CAC recommends: N/A
- TAC recommends: N/A

ATTACHMENT(S)

1. Draft Administrative Policy
2. Resolution

EASTERN SHORE MPO

BALDWIN COUNTY SATELLITE COURTHOUSE
1100 FAIRHOPE AVENUE
FAIRHOPE, ALABAMA 36532
TELEPHONE: (251) 990-4640 (251)-990-4643
FAX: 251-580-2590
WWW.EASTERNSHOREMPO.ORG

Administrative Policy

September 2019

The Eastern Shore MPO Policy Board has established the following administrative policy regarding the development of the Agenda and Order of Business for MPO Meetings.

1.0 Agenda

The ESMPO Coordinator will set the Agenda for all meetings.

2.0 Submittal Deadlines

Agenda items must be submitted to MPO staff by 4:30 PM fifteen (15) days prior to a scheduled Work Session/Meeting. Project submittal forms must be completed by the member government and submitted to MPO staff for review of completeness.

3.0 Addendums

The ESMPO Coordinator will allow addendum items to be submitted by 4:30 PM two (2) days prior to any scheduled meeting. The Coordinator will email all addendum items to Board Members prior to the scheduled meeting.

4.0 Order of Business

The Chairperson will allow any additional items to be added to the Agenda for discussion and voting purposes if the majority rules in agreement. Any procedures not properly identified within the Bylaws or Administrative Policy adhere to the Roberts Rules of Order.

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-25

Adopting Administrative Policy

WHEREAS, **the Eastern Shore Metropolitan Planning Organization (MPO)** is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, MPO staff has developed an Administrative Policy to establish guidelines regarding the development of the agenda and the responsibilities for MPO meetings; and

WHEREAS, the Administrative Policy will be used in determining agenda item submittal deadlines, addendum items, the Order of Business and the responsibilities of the MPO Coordinator and Chairperson; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization hereby adopts the Administrative Policy as summarized on the attached pages.

The foregoing resolution was adopted and approved on the 28st day August 2019, by the Eastern Shore Metropolitan Planning Organization Policy Board.

_____ Date: _____
Dane Haygood, Chairperson

ATTEST:

_____ Date: _____

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

MPO Staff is requesting authorization to select and enter into contract with J.R. Wilburn and Associates, Inc., as the consultant to assist with the development of the 2045 Long Range Transportation Plan.

J.R. Wilburn and Associates proposed a total cost of $119,700. MPO Planning Funds will be used to cover 80% of the total cost, with the 20% match to be provided by member governments based on population within the urbanized area:

MPO: $95,760

Local: $23,940

Loxley: $1,197

Spanish Fort: $2,394

Fairhope: $5,985

Daphne: $8,379

Baldwin County: $5,985

RECOMMENDATION

- BPAC recommends: Approval with local match divided by population
- CAC recommends: Approval with local match divided by population
- TAC recommends: Approval with local match divided by population

ATTACHMENT(S)

1. RFP Submittal from J.R. Wilburn and Associates
2. Resolution

J.R. WILBURN AND ASSOCIATES, INC.

411 James Store Road
Greenville, Georgia 30222
Phone: (404) 386-1327







Eastern Shore MPO
2045 Long Range Transportation Plan
RFP Response

Prepared for:

eastern shore MPO

June 6, 2019

GMC
Goodwyn Mills Cawood

futureplan

J.R. WILBURN AND ASSOCIATES, INC.

411 James Store Road Greenville, Georgia

Phone: 404.386.1327
Fax: 706.672.4593
jrwilburn4593@bellsouth.net

June 6, 2019

Ms. Wanda Gautney, Purchasing Director
Baldwin County Commission
312 Courthouse Square, Suite 15
Bay Minette, AL 36507

RE: Proposal, Eastern Shore MPO Long Range Transportation Plan

Dear Ms. Gautney:

The JRWA Team is pleased to submit our proposal for the Eastern Shore Metropolitan Planning Organization's Long Range Transportation Plan. Supported by FuturePlan Consulting and Goodwin Mills Cawood, we offer a highly capable team of transportation professionals who bring outstanding local knowledge to the project.

JRWA has a staff of ten transportation planning and engineering professionals available for assignment, balanced between planning (transportation, transit and environmental planning) and engineering (design and operations) disciplines. Employees are based in Alabama, Metro Atlanta, and Greenville, South Carolina. JRWA's employment agreements provide for staff to work "on-call" as mutually agreed between the employee and management to reflect fluctuations in project needs and availability.

Mr. Schiffer of FuturePlan has worked on 30 long-range transportation plans (LRTPs) for Metropolitan/ Transportation Planning Organizations throughout Florida, Georgia, Puerto Rico, and Tennessee. He has also worked on 30 subarea transportation plans and refined over 50 travel demand models throughout the U.S.

The JRWA Team understands the purpose of the proposed study as well as the diverse disciplines necessary to accomplish its objectives. Key strengths the JRWA Team offers to the Eastern Shore MPO include:

- Diverse expertise in multimodal transportation planning, network design and operations, land use and development, and stakeholder/public involvement for related projects.
- A long and varied work history in Alabama and the Gulf Coast area, providing unequalled depth and breadth of knowledge about the Coastal Alabama community and its people, history, and relationships.
- Proven success in supporting local and regional initiatives related to multimodal transportation and in garnering widespread community support from elected officials, stakeholders and the general public.
- Extensive experience working efficiently in multi-disciplinary teams, in prime and sub-consultant roles, and with public agencies at the local, regional, state and federal level.

J.R. WILBURN AND ASSOCIATES, INC.

411 James Store Road Greenville, Georgia

Phone: 404.386.1327
Fax: 706.672.4593
jrwilburn4593@bellsouth.net

- Demonstrated ability to effectively coordinate with Client project managers, staff from the Client's other departments and offices, elected officials, and representatives for key planning partners.

FuturePlan's key areas of expertise for this project include:

- Developing, validating, and calibrating statewide, urban, and regional travel demand models.
- Preparing comprehensive, multi-modal long-range transportation plans.
- Forecasting travel demand for highway and transit projects.
- Conducting travel behavior and origin-destination travel surveys of all transportation modes.
- Authoring and delivering training workshops/courses in travel demand modeling.
- Compiling and analyzing socioeconomic/demographic data for travel demand models.

Goodwin Mills Cawood will provide multi-modal transportation planning support, GIS analysis and mapping, demographic analysis and socioeconomic data forecasting assistance. Brandon Bias in GMC's Mobile office will serve as a local liaison and provide client contact and local field support. A resident of the study area, Mr. Bias brings strong local knowledge to the team.

The JRWA Team is available to commit the time needed for the study's successful completion on schedule and within budget. The strength of our team ensures delivery of an effective long range plan. We appreciate the County's consideration of our submittal and look forward to an opportunity to interview for the project.

Sincerely,

J. R. Wilburn and Associates, Inc.



James R. (Rod) Wilburn, AICP
President

RFP Response Form
ESMPO 2045 LONG RANGE TRANSPORTATION PLAN

Date: June 6, 2019

Out of State _____ (Yes) or x (No) If yes, CA-3724-E (Certification of Authority Registration Number)

Company Name: J.R. Wilburn and Associates

Address: 411 James Store Road

Greenville , Georgia 30222

Name of Company Representative: James R. "Rod" Wilburn

Position: Principal In Charge

Phone: (404) 386-1327

Fax: (706) 672-4593

Email: jrwilburn4593@bellsouth.net

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1. TEAM OVERVIEW

This proposal submittal demonstrates the J. R. Wilburn and Associates, Inc. (JRWA) Team's ability and enthusiasm to assist the Eastern Shore Metropolitan Planning Organization (MPO) in updating its Long Range Transportation Plan (LRTP) to a horizon year of 2045.

Professional Standing (RFP Item 1)

JRWA is registered with Alabama's Secretary of State and the Alabama Board of Licensure for Professional Engineers and Land Surveyors to provide engineering services (CA-3724-E). JRWA and its team members maintain excellent professional standing. No previous or pending controversies exist.

Firm Profiles (RFP Item 2a)

J. R. Wilburn and Associates, Inc. (JRWA) offers a group of seasoned professionals with decades of expertise in transportation and transit planning and related engineering assignments throughout the Deep South. JRWA provides a full complement of transportation consulting services, ranging from comprehensive transportation and transit planning to corridor studies, traffic circulation, and parking. Additional services include bicycle/pedestrian facilities, transportation engineering/design, environmental documentation, and construction engineering/inspection. JRWA's primary geographic area of business consists of Alabama, Georgia, and South Carolina.

James R. (Rod) Wilburn, AICP has been actively involved in transportation consulting throughout the Southeast since the early 1970s. Mr. Wilburn launched JRWA in late 2008 following the acquisition of Day Wilburn Associates, Inc., a full-service transportation planning and engineering firm he co-founded in 1994. His intention was to establish a smaller, regional transportation consulting service providing a personalized approach to client service and satisfaction. Staff members maintain close contact and excellent working relationships with clients.

FuturePlan Consulting, LLC (FPC), based in Tallahassee, Florida, brings over 35 years of consulting experience in transportation planning and travel demand modeling. Mr. Robert G. Schiffer, AICP, President of FPC, has served as Principal-in-Charge, Project Manager, Task Manager, and Project Advisor on a full range of transportation planning projects in 21 states and commonwealths, including work for the U.S. Department of Transportation, National Cooperative Highway Research Program, State Departments of Transportation, Metropolitan Planning Organizations, local governments, and private interests.

Goodwyn Mills Cawood (GMC) is one of the largest multi-disciplined Architecture and Engineering firms in the region with offices across the Southeast. The firm has grown from the original municipal civil engineering firm of 1947 into the multi-disciplined firm it is today. GMC provides all of the professional services associated with architecture, interior design, civil, geotechnical, electrical, structural and environmental engineering, landscape architecture, transportation, airport planning, master planning, surveying, and construction administration.

GMC offices are strategically located throughout the Southeastern United States. Placing the offices in these locations allows our firm to adapt to the local culture and develop closer relationships with the cities, communities, and surrounding areas.

GMC offers creative solutions to complex challenges. Our staff of over 425 talented and highly qualified professionals recognizes that if a project is to be successful, it must first meet the needs of the client. Therefore, we work with each client individually to assure satisfaction in all areas of each project including a functional design and a project within budget. The long-term relationships established with our clients have been beneficial for both parties. GMC takes great pride in recognizing that 85% of our business results from repeat clients.

Team Roles & Strengths

JRWA will serve as the Prime Consultant, with support from FPC and GMC. JRWA will lead the planning process and provide project management; FPC will lead travel model development; and GMC will manage public involvement, provide multi-modal planning support and GIS support as needed. GMC's office location in Mobile will facilitate our team's ability to respond quickly to needs for field data and client contact.

2. Project Experience

Each firm on the JRWA Team has extensive experience conducting technical analyses and providing effective stakeholder engagement and public outreach as a part of multimodal transportation plans.

Project Experience (RFP Item 2a)

Project summaries provided in Appendix A highlight each Team member's qualifications and experience in multimodal transportation planning, travel modeling, socioeconomic data analysis, and community engagement.

LRTP Client References (RFP Item 2c)

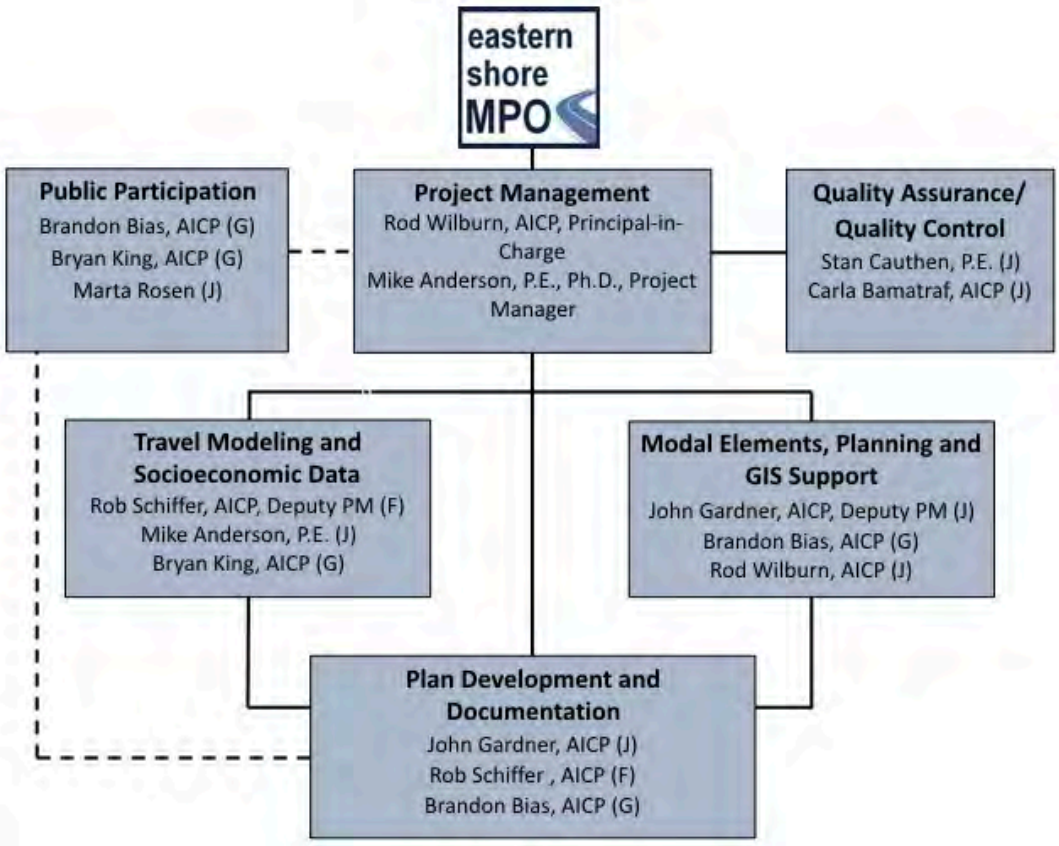
Client References are provided with each Project Summary in Appendix A.

3. Team Organization & Staff Qualifications

Team Organization

The JRWA Team's staffing plan includes professionals with an excellent grasp of study requirements and the right combination of local knowledge, experience, and skillsets to complete the necessary work tasks. Key personnel have decades of experience as consultants and in the public sector. The Eastern Shore MPO can be assured that the JRWA Team's experience and technical expertise will result in the successful update of its LRTP.

Figure 1: Team Organization



Staff Names & Experience (RFP Item 2b)

Complete resumes for all proposed personnel are provided in Appendix A.

Staff Availability & Adequacy (RFP Item 3)

The JRWA team is available to complete assignments expeditiously and with minimal client supervision. Workload analyses indicate adequate staffing availability to complete the project on schedule.

Other Personnel (RFP Item 4)

The JRWA Team provides sufficient resources both in discipline and in number to address all requirements.

FuturePlan Consulting, LLC will support JRWA with deep expertise in travel demand model development, validation, and application. Nominated JRWA and Future Plan personnel have worked together on a number of transportation planning assignments over the past two decades. Goodwin Mills Cawood will manage the public involvement process for the plan, and also will assist with plan development, GIS support and documentation.

4. Firm Finances, Man-Day Proposal & Billing Rates

Financial Basis (RFP Item 5)

JRWA maintains financial records in accordance with the Federal Acquisition Regulations (FAR) and is operating on a sound financial basis.

Overhead (RFP Item 6)

JRWA's FY2018 overhead rate as approved by ALDOT is 159.49%.

Labor Additive (RFP Item 7)

JRWA's labor additive is included in the overhead rate referenced under RFP Item 6 above.

Man-Day Estimate (RFP Item 8)

JRWA's project budget calls for a total of 91.5 man-days of staff time to complete the project.

Billing Rates for Proposed Staff		
Name	**Firm**	**Rate**
Rod Wilburn, AICP	JRWA	243
John Gardner, AICP	JRWA	143
Carla Bamatraf, AICP	JRWA	108
Marta Rosen	JRWA	166
Stan Cauthen, P.E.	JRWA	186
Mike Anderson, Ph.D., P.E.	JRWA	171
Brandon Bias, AICP, LEED AP	GMC	150
Brian King, AICP	GMC	130
Rob Schiffer, AICP	FPC	155

Billing Rates (RFP Item 9)

The table to the left shows billing rates for all proposed staff.

Fiscal Audit (RFP Item 12)

JRWA maintains financial records in accordance with the Federal Acquisition Regulations (FAR) and submits its financial report annually to ALDOT for approval of its project overhead rate. JRWA's overhead rate of 1.5949 was most recently reviewed and approved by ALDOT at the beginning of 2019.

5. Project Understanding, Approach & Schedule (RFP Item 13)

Project Understanding

The JRWA team will work in partnership with ESMPO staff to update the LRTP and regional travel model using best practices and in compliance with the latest FHWA and ALDOT planning guidance. The fundamental goal of the planning process is to develop a long range plan that will guide transportation investments to support the region's transportation, economic development and quality of life goals. Performance based planning is now required in the development of MPO LRTPs. Critical elements that help measure and evaluate the adequacy and efficiency of the multimodal transportation network in light of the region's goals and objectives include:

- ***Connectivity*** to/from major transportation facilities and services, within and across the local street network, and between travel modes (automobiles, public transit, bicycles, and walking).
- ***Access*** to/from and between key destinations (including attractions, restaurants, lodging, and retail).
- ***Mobility and operational efficiency*** along the roadway network, reflecting regional travel patterns and areas of congestion.
- ***Reliability*** of transportation corridors across different times of the day, days of the week, and seasons of the year.
- ***Resilience*** and longevity or transportation projects to provide long-term congestion relief.

The network assessment will focus on needs and/or challenges related to:

- Gaps in network connectivity or access.
- Minimizing the use of autos for short trips within activity areas.
- Safety concerns for pedestrians, bicyclists, and automobiles.
- Addressing the needs of long-distance travelers, including freight and tourists.
- Mobility deficiencies due to traffic patterns, congestion, intersection operations, or inadequate parking.

Work Location (RFP Item 10)

Assigned project staff makes full use of today's electronic communications/project management capabilities to maintain close coordination with each other and the client. In addition, JRWA maintains an Alabama office at 8 Commerce Street, Suite 900, Montgomery, AL 36104. FuturePlan Consulting is located in Northwest Florida (Tallahassee) and GMC staff proposed for this project are nearby in Mobile and Birmingham.

Site Visit (RFP Item 11)

Rod Wilburn, Principal-in-Charge, made a site visit on May 31 in preparation for submitting this proposal and has worked in the Eastern Shore area on multiple occasions over three decades.

Project Approach and Work Scope (RFP Item 13)

The project is focused on travel demand modeling needs for the 2045 LRTP Update. The JRWA team provides an unparalleled history of modeling in Baldwin County. As part of a Mobile Bay Ferry Feasibility Study, completed in 2004 by Rod Wilburn, Mr. Schiffer led expansion of the Mobile MPO model into western Baldwin County, representing the first ever application of travel demand modeling in what would become the ESMPO study area. More recently, Mr. Anderson of JRWA provided extensive technical support to ESMPO staff in development of their first independent 2010 base year and 2040 horizon year models, through his affiliation with the University of Alabama-Huntsville. Mr. Anderson also led development of the Alabama Statewide Model.

Task 1: Review of Socioeconomic Data

A detailed process for developing base year 2010 socioeconomic data is described in the *2040 LRTP Plan Appendix C: Model Development Report*. In order to meet 2020 deadlines for study completion, it is essential to use the current 2010 socioeconomic data as a starting point for updating base year data for the 2045 LRTP Update. Our recommendation is to update previous 2010 demographics to a new base year of 2015 using available county control totals and data on developments in the planning area completed during the period of 2010-2015. Control totals for the study area will be estimated based on Census population estimates for 2015 and the US Bureau of Economic Analysis (BEA) data.

It is our understanding that ESMPO staff will lead development of base year socioeconomic data with consultant services focused on reviewing and validating demographic estimates. Our review of base year socioeconomic data will include logic checks, GIS mapping, and comparisons against alternate data sources, including Census Transportation Planning Products (CTPP) and American Community Survey (ACS) population estimates.

Task 2: Public Involvement Meetings

Three public involvement meetings will be held at key points in the planning process, with specific timing and locations to be coordinated with ESMPO. A midday and an evening meeting will be hosted at each location to provide maximum opportunity for participation. The JRWA team recommends that these meetings occur at these following points in the planning process:

- Meeting 1 – Present the updated socioeconomic data and 2045 forecast.
- Meeting 2 – Present the validated 2015 base year model results and 2045 Existing plus Committed model results and present an initial list of potential projects to address network capacity issues. Any completed drafts of modal plans should be presented as well.
- Meeting 3 – Present the draft LRTP report.

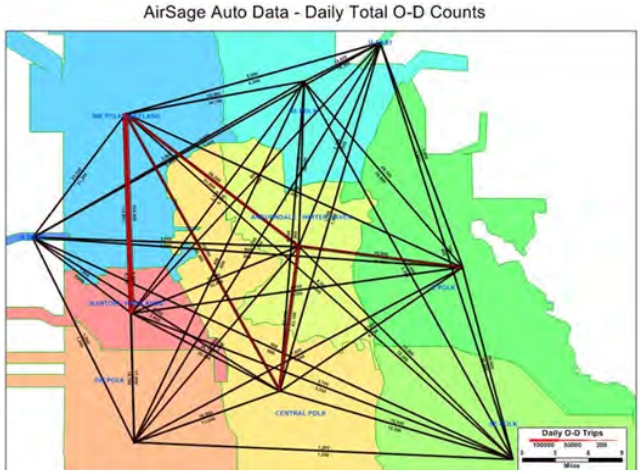
Each meeting should begin with a brief review of the existing LRTP, implementation progress, and a concise description of the MPO planning process. A presentation of the materials for public review will be given, and then the meeting will transition to an open house format with two or three “stations” with display maps and tables, and one-page project summary handouts. Comment forms will be provided for written comments, and an e-mail address for follow-up comments will be provided on the project summary handouts.

Public notification of the meetings will be coordinated with ESMPO. Existing e-mail distribution lists and other notification methods routinely used by ESMPO should be used and supplemented with additional outreach efforts to underserved or under-represented communities.

Task 3: Forecast Future Socioeconomic Data

A reasonable approach to forecasting socioeconomic data is documented in the *2040 LRTP Plan Appendix C: Model Development Report*. Previous 2010-2040 growth indices can be used to extrapolate growth out to year 2045 and updated where development potential has changed. Similar to 2010-2015 socioeconomic extrapolations, 2040-2045 growth will begin with final 2040 socioeconomic estimates and reflect anticipated 2040-2045 growth in Baldwin County from a variety of sources. Care must be taken to ensure that TAZs with accelerated 2010-2015 growth properly reflect these patterns in 2045. Interim year demographic forecasts can take the form of straight line interpolation between 2015 and 2045 TAZ estimates. Staff from the JRWA team will provide advice on forecasting methodology and review resulting TAZ level forecasts for logic and consistency.

Available data on preliminary subdivision plat approvals and building permit data will be referenced in updating the base year data and will also help guide the development of the 2045 forecasts. If available, data on availability and capacity of public sewer by drainage sub-basin will be evaluated, along with any planned sewer capacity expansions or strategies.



Task 4 Prepare Base Year, 2 Interim Years, and Horizon Year Model

In addition to updating socioeconomic data to reflect 2015 and 2045, the external travel model will be examined. The current external model reflects the importance of external work trips to Mobile.

Purchase by the MPO of data on the movement of cell phones and GPS navigation systems would provide external station calibration data. Depicted at left is an origin-destination map prepared by Mr. Schiffer from AirSage data for Polk County, Florida.

Task 5: Trip Generation

The ALDOT Trip Generation software reflects a simple stratification and trip purpose structure in an externally compiled program. Trip rates in the ESMPO area are likely different from those in other parts of the state due to the impact of tourism and seasonal employment along the Gulf coast. It is unlikely that a sufficient household sample is available from the 2017 National Household Travel Survey to develop locally specific trip rates and cross classification structures. Mr. Schiffer previously led quality control efforts on *NCHRP Report 716 Travel Demand Forecasting*, which provides alternate sets of trip rates that could be tested in place of the ALDOT rates. The model might borrow validated trip rates from the Mobile MPO that were refined using big data on cellular flows. Regardless of the approach selected, the JRWA team will fully validate the trip generation model and thoroughly document all assumptions and data sources employed.

Task 6: Network/Model Calibration

Model calibration requires local household travel survey data to compare against model outputs. This is particularly relevant to the trip distribution process, where friction factors are developed from household travel surveys and adjusted to match origin-destination patterns documented in the travel survey. Since such data are not available for the ESMPO area, trip lengths could be calibrated to some extent using big data travel flows, should budget and schedule enable their purchase. Otherwise, most model adjustments would take the form of "model validation," as described in the next task.

Task 7: Network/Model Validation

Model validation will focus on enhancing the model's ability to simulate travel patterns within the ESMPO study area. For the purposes of trip generation and distribution, this will largely amount to comparing aggregate model numbers (e.g., trips per household, average trip lengths, etc.) to benchmark statistics from the aforementioned *NCHRP 716* and *FSUTMS-Cube Framework Phase II: Model Calibration and Validation Standards*, authored by Mr. Schiffer and containing validation benchmarks from around the nation.

For trip assignment, validation will be based on comparing model volumes against available traffic counts, using validation standards provided in the aforementioned *FSUTMS Phase II* report and the *FHWA Travel Model Validation and Reasonability Checking Manual*,. This will involve comparisons of volume-over-count ratios, root mean square error, and correlation coefficient in tabular, graphed, and mapped formats. Readily available speed data from ALDOT will also be used to confirm modeled free flow and congested speeds.

Task 8: Construct Plan Network

Unless projects have been discontinued due to opposition or cost, new funding mechanisms are in place or growth patterns are skewing differently from five years ago, the 2045 LRTP will largely be an extension of the 2040 Plan with recognition of another five years of future growth. The JRWA team will work closely with ESMPO staff in assessing 2045 transportation deficiencies and identifying new roadway projects that might be beneficial. We will support ESMPO staff in network coding of needs alternatives and the adopted 2045 cost feasible plan. Mr. Schiffer will ensure the MPO staff has procedures to operate a user-friendly model.

Task 9: Test Future

The JRWA team will work closely with ESMPO staff to support the refinement of future year alternative networks The depth of the JRWA team's experience in developing alternatives and interpreting model outputs ensures an effective final LRTP. Network plots will allow evaluation of key model statistics: average trip length, VMT, VHT, and congested speeds. This evaluation will reveal the implications of each network alternative on regional mobility. Off-model techniques will be employed to evaluate benefits of transit and non-motorized travel improvements, and ESMPO staff will be provided guidance on the application of these methods.

Task 10: Draft Plan Report – NLT January 17, 2020

The draft plan report will provide details of the model development process and model results. Thematic maps will be included to illustrate base year and future year level of service for the E+C and recommended future networks.

JRWA's budget assumes that the existing Bicycle and Pedestrian Concept Plan will be updated and summarized in the draft plan. Summaries of the recent Public Transit Plan and the Freight Plan currently under development will be incorporated; team members will evaluate each modal plan and suggest additional strategies and improvements.

We recommend GIS thematic mapping of key environmental justice characteristics, including zero-car households, persons below poverty level, persons over 65, persons with disabilities, and race and ethnicity at the Census block group level. The proposed budget includes this analysis.

With ESMPO staff, the team will develop performance measures to evaluate the effectiveness of alternative networks and projects. Livability measures in the current LRTP will be addressed in the plan as well.

Task 11: Final Plan Report – NLT June 1, 2020

Based on comments from staff, stakeholders and the public on the draft plan, revisions will be made to the final plan and the completed document will be delivered prior to June 1, 2020. The final plan will document all public involvement activities and comments, as well as how comments were addressed in the final document.

Schedule of Task Activities & Deliverables (RFP Item 14)

The JRWA team is committed to completing the project within the schedule required by ESMPO.



6. Cost By Task and Man-Days (RFP Item 15)

PROJECT TASKS			Cost	Man-Days
TASK 1	Review SE Data	$	3,083	2.5
TASK 2	Public Involvement Process and Documentation	$	13,949	11.0
TASK 3	Forecast 2045 SE Data	$	5,236	4.3
TASK 4	Prepare base year, 2 interim years, horizon year model	$	14,455	11.5
TASK 5	Trip Generation	$	4,405	3.5
TASK 6	Model calibration	$	4,748	3.8
TASK 7	Model validation	$	5,090	4.0
TASK 8	Construct Plan Network	$	4,990	3.9
TASK 9	Test Future Year Networks	$	9,846	7.8
TASK 10	Draft Plan Report	$	31,518	26.8
TASK 11	Final Plan Development and Documentation	$	15,330	12.6
Subtotal, Staff Costs		$	**112,648**	**91.5**
Direct Expenses: Travel, Lodging, Printing		$	7,055	
Total Cost		$	**119,703**	
Cost per Man-Day		$	1,308	

APPENDIX A

RESUMES, PROJECT EXPERIENCE AND CLIENT REFERENCES

ROD WILBURN, AICP will serve as Principal-in-Charge, providing guidance and oversight.



During his 40-year career, Mr. Wilburn has managed a wide range of transportation planning, transit planning, and traffic engineering/operations assignments for local, regional and state governments throughout the Southeast. He has conducted hundreds of multimodal transportation planning studies over the years, including developing numerous comprehensive, long range transportation plans for cities, counties, regions and states. In recent years, these studies have increasingly focused on the role of freight truck traffic in overall network mobility and/or the integration of transportation and land use, expanding network connectivity and transportation alternatives, and applying Complete Streets best practices to existing and evolving networks. He is adept at explaining the causes of transportation challenges, potential mitigation strategies, and associated impacts and tradeoffs in easy-to-understand language for all audiences. His professional education and experience blends transportation and transit planning with engineering skills to provide a fully integrated approach to the project development process. Mr. Wilburn has dual Master's degrees in City Planning and Transportation from the Georgia Institute of Technology and earned his American Institute of Certified Planners (AICP) professional certification in 1974. Representative project experience includes:

Coweta County Joint 2040 Comprehensive Transportation Plan – Project Manager for the Joint CTP Update, which confirmed transportation needs in Coweta County by bringing existing travel and development conditions data from 2006 to the current year and extending future projections to 2040. The CTP was also a tool for reprioritizing projects and programs and identifying funding based on anticipated growth. A user-friendly Plan Summary document was a key study deliverable, explaining the plan development process and final recommendations at a level to which the general public and local officials could easily relate.

Town of Mount Pleasant SC Planning and Engineering Services – Under a series of on-call contracts over the past two decades, Mr. Wilburn has provided a variety of transportation planning and engineering services to the Town of Mount Pleasant, most recently in the subconsultant role. Assignments have included comprehensive/long range transportation plans; traffic, circulation and congestion studies; right-of-way and parking supply requirements for different facilities (roadway/bicycle/ pedestrian); and transportation impact fee program improvements.

Anniston On-Call Planning and Engineering Studies – As Project Manager or Principal in Charge, conducted a number of interrelated multimodal transportation planning and engineering studies for the City of Anniston and East Alabama Commission/Calhoun Area MPO over the past decade. Assignments have ranged from transportation plans and traffic studies to bicycle/pedestrian facility design and roadway engineering. Efforts focus on furthering Anniston's goal of providing a truly integrated, multimodal transportation network and, in the process, branding it the Southeast's preeminent bicycle friendly community.

Madison, AL 2040 Transportation Master Plan – Principal-in-Charge for the development of a comprehensive, prioritized program of multimodal transportation improvements. Assessed existing/projected network conditions to identify mobility and connectivity deficiencies. Focused on maximizing potential for Complete Streets based on ROW and connectivity to community facilities. Detailed assessment of improvements for all major corridors. Prioritized implementation recommendations and estimated costs.

Alabama Statewide Transportation Plan (SWTP) – Principal-in-Charge for the 2040 update. A long range, macro level assessment of the state's transportation system network, the SWTP summarizes the system's current conditions and identifies its needs and priorities for the next 25 years. It is a multimodal plan that evaluates all

modes of passenger and freight transportation (roadways and bridges, transit, bicycle/pedestrian, rail, aviation, and waterways) and considers the extent of modal coverage and connectivity across the entire state and between modes. Infrastructure and maintenance investments are evaluated and compared to historic and anticipated funding levels.

Alabama Statewide Freight Plan – Principal-in-Charge for the plan's 2016 development and 2017 update. The Freight Plan presents existing and projected commodity flows and freight network characteristics as the baseline for identifying needs across the state. Freight improvements of statewide significance are summarized and form the basis for the overall Freight Investment Plan.

Montgomery MPO and Gadsden-Etowah MPO 2040 Long Range Transportation Plans (LRTPs) – Principal-in-Charge for LRTP updates that assessed changes in demographics and transportation conditions to identify needs and prioritize a suite of multimodal projects and strategies to meet those needs through year 2040. Planned and/or programmed improvements from the existing short-range TIP and 2035 LRTP, along with newly identified projects, were incorporated on technical analyses (including travel demand modeling) and discussions with the MPO, ALDOT, and local citizens. Each project was screened to identify the level of need, potential benefits, impacts, and costs. Improvements were defined as either roadway capacity or maintenance and operations (MO) projects. Projects prioritized for implementation into the short and mid-range were included in the financially constrained plan. Multiple outreach activities provided the opportunity for stakeholders and citizens to input.

Eastern Orangeburg County Sustainability Study – As subconsultant Project Manager, assessed existing and future transportation conditions and needs in the "Global Logistics Triangle" portion of eastern Orangeburg County, SC, which is formed by the convergence of I-95, I-26, and US 301. The primary goal of the transportation recommendations was to ensure adequate access is provided to and from the key destination areas. Careful consideration was given to alternative transportation options outside these intersections. The transportation alternatives included maintaining and improving existing surrounding rural collector roads, various transit options, and bicycle and pedestrian options.

Michael Anderson, Ph.D., P.E.

Dr. Anderson has 20 years of experience in the field of transportation engineering and planning. His specialties include transportation and traffic engineering, traffic modeling and travel demand forecasting, freight transportation, intelligent transportation systems, urban planning, and applications of geographic information systems to transportation (GIS-T). He has worked extensively with MPO and statewide travel demand models, including a focus on freight movements. He is an Associate Professor of Civil Engineering at the University of Alabama Huntsville, where he researches travel modeling and GIS. Dr. Anderson's JRWA employment agreement ensures his continuing availability for assignments balanced with his university activities. In his role at UAH, Dr. Anderson teaches courses in traffic engineering with a focus on developing signal timings and delay calculations for pre-timed signals. He has also reviewed consultant traffic impact analysis for the City of Huntsville to test the accuracy of the process and results.

At the MPO level, Dr. Anderson has worked with all of Alabama's MPOs on their travel models, most notably the Huntsville, Anniston, Mobile, Gadsden-Etowah, Muscle Shoals and Montgomery areas. He also provides technical assistance in travel models and the travel demand process to ALDOT through a contract that involves technical support and training workshops. He has taught over 60 workshops on various aspects of travel demand modeling to ALDOT staff and transportation planners in Alabama. Workshop topics range from the basics of travel modeling, scripting with Cube/Voyager, calibration/validation of the base year model, developing a plan, forecasting socio-economic data, and alternative analysis.

Dr. Anderson's work on the Alabama statewide freight model and the Mobile MPO freight model is based on the disaggregation of the Freight Analysis Framework (FAF) database. The disaggregation techniques were developed for the program and funded by the FHWA office of Freight Management as one of five nationally selected teams to develop a freight disaggregation methodology for statewide and MPO level freight disaggregation. The methodology uses different employment and production factors to disaggregate the FAF data to county and TAZ level. The MPO methodology develops multiple freight travel purposes to account for the wide variety of freight movements in the urban area. The work has been published and presented in several national and international publications and conferences, including the Journal of the Transportation Research Board in 2010.

Education

Doctor of Philosophy, Civil Engineering (Transportation Engineering), Iowa State University, 1998

Master of Science, Civil Engineering (Transportation Engineering), Iowa State University, 1996

Bachelor of Science, Civil Engineering, Iowa State University, 1994

Registered Professional Engineer, Alabama #24662

Representative Project Experience

- Alabama 2040 Statewide Transportation Plan, Alabama DOT
- Alabama Statewide Freight Study and Action Plan, Alabama DOT
- Alabama DOT Travel Demand Modeling Support and Training Assistance
- Alabama 2013 Rail Plan and Rail Directory, Alabama DOT
- 2040 Long Range Transportation Plan Updates—Montgomery, Gadsden-Etowah and Muscle Shoals MPOs, AL
- Mt. Pleasant Transportation Impact Fee Program Update, Mt. Pleasant, SC
- Mt. Pleasant North Area Study, Mt. Pleasant, SC
- Mt. Pleasant Traffic Impact Analysis Process Review/Update, Mt. Pleasant, SC
- City of Montgomery Congestion Management Study
- City of Huntsville Travel Modeling for BRAC Impacts
- McClellan Traffic Plan-Phase 2, East Alabama Regional Planning & Development Commission/City of Anniston
- Lee County, AL, Master Plan Transportation Element
- Auburn University, Trip Generation Program Coding
- South Jersey TPO—Model Peer Review; Model Mitigation Review; Model Migration; Model Validation
- City of Huntsville Traffic Funding Allocation in Alabama

John Gardner, AICP

Education

Master of City and Regional Planning, 1988, University of North Carolina

Bachelor of Arts, Political Science, 1985, Furman University

Program for Technology Managers, Kenan-Flagler Business School, UNC, 1989

Representative Project Experience

Calhoun Area (AL) MPO Bicycle and Pedestrian Plan Update -- This plan was an update to a previous JRWA plan. The Chief Ladiga Trail (CLT) is a regionally significant rail trail that serves as a spine for the bicycle and pedestrian network in the Anniston, Oxford, Jacksonville and Hobson City areas of Calhoun County. The CLT also is an important bicycle tourism attraction, and the plan includes strategies and recommendations to expand the mobility and economic impacts of the CLT and other bicycle facilities in the area, including the Coldwater Mountain Bike Trails. May 2019.

Outer Loop Freeway Extension Benefit-Cost Analysis, Montgomery, AL – The Montgomery MPO coordinated a BUILD Grant Application to extend the Outer Loop Freeway to US Highway 231 from its' current terminus. Mr. Gardner developed methods to quantify the expected Safety, State of Good Repair, Economic Vitality, and Air Quality benefits of the project, using March 2018 USDOT Guidance on benefit-cost analysis for federal grant programs. July 2018.

Calhoun County (SC) Transportation and Land Use Subarea Plan -- Mr. Gardner was project manager for this plan, which used scenario planning techniques to evaluate the impacts of land use and transportation choices in the growing exurban area within the Columbia MPO area. Freight access and was an important consideration in the plan, as a new industrial park is currently being developed in the study area. May 2019.

East Butler Road Corridor Plan, Mauldin, SC – Mr. Gardner scoped and managed this Federal Highway Administration-funded study, which was designed to examine alternatives to an SCDOT proposal to construct a five lane roadway in a corridor that is critical to the City's identity. Using an effective mix of public involvement techniques, the City and it's consultants were able effectively to engage business owners and residents in the planning process, resulting in a strong community-based plan to address traffic capacity issues through minor traffic engineering improvements, network connectivity improvements, and high quality bicycle and pedestrian facilities to provide attractive options to driving, while preserving adjacent businesses and homes. 2016.

Holland Road Improvements, Mauldin, SC – A new employment center announced 700 new jobs on Holland Road, making improvements to this two-lane roadway essential. Residents of adjacent subdivisions were very concerned about traffic impacts, noise and construction impacts. As the city's project manager for both design and construction of the project, Gardner held public meetings and met individually with concerned citizens to explain the project design and to respond to concerns during construction. 2009.

Long Range Transportation Plan, 2007, Greenville-Pickens Area Transportation Study (GPATS) – As project manager, Mr. Gardner collaborated with a regional transportation consulting firm, sharing work tasks to complete the plan within budget. GPATS staff produced most of the data and GIS analysis, and developed the transit, financial feasibility, and bicycle elements of the plan independently. This plan was the first one for the region to include robust transit, bicycle, and pedestrian elements that identified complete networks of facilities and a prioritization system. Key elements of the plan have been implemented, including an express bus connection between Clemson University and downtown Greenville, as well as bicycle facilities on most new SCDOT road improvement projects in the region.

Industrial Site Certification and Industrial Recruitment – Mr. Gardner collaborated with SC Department of Commerce and Greenville Area Development Corporation Commerce to spearhead an effort to secure SCDOC Industrial Site Certification for a 34 acre industrial property. The site had existing rail service to the Port of Charleston, but topographic constraints stymied efforts to recruit a large rail-supplied distribution facility. Instead, Gower Corporation's MP Husky Division, an expanding local manufacturer in the metal fabrication sector, was successfully recruited to the site. September 2016.

Statewide Multimodal Transportation Plan – Mr. Gardner was project manager for SCDOT's 2002 Statewide Transportation Plan, which was produced entirely as an in-house plan. Gardner coordinated with planners from the state's ten MPOs and ten Councils of Governments to develop data for the plan, identify needs, and prioritize projects. The freight element of the plan incorporated shipping data from SC Ports Authority's facilities in Charleston to identify container flows as well as roll-on-roll-off cargo flows in the Charleston area and statewide.

Railroad Relocation Study, Columbia, SC -- Mr. Gardner was the City's project manager for a consultant-led evaluation of relocating Norfolk-Southern's S-Line (Charlotte N.C. to Columbia) from an at-grade corridor near the University of South Carolina to a partially grade-separated CSX corridor on the west side of downtown. The study examined additional track requirements, signalization, and additional grade separations required as a condition of a three-party agreement among N-S, CSX and the City of Columbia. 1998.

South Carolina Early Action Plan for Transportation Conformity – Mr. Gardner led SCDOT's Office of Planning in a collaborative effort with SCDHEC Bureau of Air Quality and EPA to develop proactive emissions reduction strategies to reduce ground-level ozone to comply with the NAAQS and avoid non-attainment designation. Gardner evaluated all ten MPO long range transportation plans using MOBILE6 to ensure emissions would not exceed base year levels as a result of the plans. 2002.

Metrolina Regional Travel Demand Model Development – Gardner coordinated with Mecklenburg-Union MPO (Charlotte, NC), Rock Hill-Fort Mill MPO, and NCDOT to provide land use data and network data for the South Carolina portion of this state-of-the-practice regional travel model. 2001.

Carla Bamatraf has 18 years of experience working with many aspects of transportation planning, characterized by an integrated approach to the modal network. She has performed data collection and analysis for a wide variety of multimodal transportation and transit planning projects, and has assisted in development of comprehensive transportation plans for several metropolitan counties and cities. Activities have included analysis of travel demands, development of prioritization strategies, recommendations of transportation improvements and development of plan documentation. She has also undertaken a diverse array of activities in support of public and committee outreach programs as part of numerous transportation projects. Ms. Bamatraf works with the project manager to track budgets and schedules, assist with data collection and analysis, coordinate with other team members, and support stakeholder/public outreach.

Representative Project Experience

- 2030 LRTPs—Southeast Wiregrass, Montgomery, Gadsden-Etowah, and Auburn-Opelika MPOs
- Downtown Anniston Traffic Circulation and Parking Study
- McClellan Traffic Study, Phase 2
- Anniston Multi-Modal Center Facility and Operations Plan
- Coldwater Mountain Bicycle Trail Connection
- Anniston Area Bicycle/Pedestrian Program Integration
- Lee County Master Plan Transportation Element
- Russell County Comprehensive Plan Transportation Element
- Alabama Statewide Transportation Plan Update
- Alabama Statewide Freight Study and Action Plan

- Alabama 2013 Rail Plan and Rail Directory Update
- Comprehensive Transportation Plan (CTP) Updates in the Atlanta Region—Coweta County, Cobb County, Cherokee County, DeKalb County, Hall County, Forsyth County, Barrow County
- Coweta County Transit Needs and Feasibility Study
- Cobb County Transportation Planning Services
- City of Johns Creek Transportation Master Plan
- City of Sandy Springs Transportation Plan
- Hapeville Bicycle and Pedestrian Plan
- Town of Mount Pleasant Transportation Planning Services

Marta Rosen has 44 years of transportation planning experience, including the past 9 years in the private sector. In 2003, she retired as State Transportation Planning Administrator for Georgia DOT following a 30-year career in the offices of planning and intermodal programs. Prior to her work in the Planning Office, Ms. Rosen developed multimodal transportation options in the Office of Intermodal Programs for 17 years. She has extensive experience in and understanding of transportation planning and finances at the county, regional, MPO, and statewide level, and her experience with State programs and MPOs will provide sound footing for plan development.

Representative Project Experience

- 2030 LRTPs—Southeast Wiregrass, Montgomery, Gadsden-Etowah, and Auburn-Opelika MPOs
- Lee County Master Plan Transportation Element
- Russell County Comprehensive Plan Transportation Element
- Alabama 2013 Rail Plan and Rail Directory Update
- Alabama Statewide Freight Study and Action Plan
- Alabama Statewide Transportation Plan Update
- Comprehensive Transportation Plan (CTP) Updates in the Atlanta Region—Coweta County, Cobb County, Cherokee County, DeKalb County, Hall County, Forsyth County, Barrow County
- Coweta County Transit Needs and Feasibility Study
- Hapeville Bicycle and Pedestrian Plan

Stan Cauthen, PE has over 45 years of experience working as a transportation engineer in both the private and public sector. He worked with Alabama DOT in roadway design, bridge design, and roadway and bridge construction for 30 years. He has worked in the private sector since 1998 on public road projects, private developments, public school projects, and commercial developments. He has performed roadway, bridge, drainage, sewer and water supply designs and obtained all required ALDOT and ADEM permitting for projects he designed or managed. Mr. Cauthen has extensive experience in coordinating private development access and

parking facility/ingress-egress needs with ALDOT (Central Office and Divisions) and local jurisdictions. These efforts have included the entire spectrum of infrastructure elements (roadway, bicycle/pedestrian, signal systems, other public rights-of-way easement and access requirements) to support multi-use development. Recently, Mr. Cauthen has also performed concept engineering, design development, construction document preparation and contractor coordination on several bicycle/pedestrian projects.

Representative Project Experience

- ALDOT Roadway and Bridge Plan Review
- Monsanto Road Preliminary Engineering
- Anniston Area Bicycle/Pedestrian Program Integration
- Coldwater Mountain Bicycle Trail Connection
- Wetumpka Sidewalk Construction Engineering Inspection
- Heflin Bridge Replacement
- Callaway Gardens Bridge Replacement
- Sabel Steel Engineering Services
- Apartment Complex Site Design (including water and sewer); Foley, AL
- Veterans Administration Hospital Property Resurfacing Project; Tuskegee, AL
- US 31 Resurfacing and Additional Lanes; Autauga County, AL
- Maxwell AFB/Day Street Gate Rehab and Pavement Design; Montgomery, AL

Robert G. Schiffer, AICP, FPC President
Principal Transportation Planner/Modeler

With more than 35 years of experience in transportation consulting, Mr. Schiffer is a proven leader in the transportation planning community. He is an acknowledged expert in transportation planning and travel demand modeling, with leadership roles and volunteer work for the Transportation Research Board, the Institute of Transportation Engineers, and the American Planning Association. Mr. Schiffer is an experienced project manager and staff mentor with a diverse background in all areas of transportation planning and an author of publications that stand the test of time. His experience encompasses transportation planning projects in 21 states and commonwealths for national, statewide, regional, municipal, subarea, and rural jurisdictions. Mr. Schiffer specializes in travel demand modeling, long-range transportation plans, travel behavior and origin-destination travel surveys, site impact traffic studies, and forecasting multi-modal corridor travel demand. He developed many of the standards found in the Florida Standard Urban Transportation Model Structure (FSUTMS).

Education

M.S., Urban and Regional Planning, Transportation Specialization Florida State University, 1984

B.A., Geography and Urban Studies, Memphis State University, 1982 (University of Memphis)

American Institute of Certified Planners, Since 1987, #040968

Representative Project Experience

Mt. Juliet, TN Long-Range Multimodal Transportation Plan – Mr. Schiffer led travel demand modeling for this subarea transportation study. He refined validation of the Nashville Area Metropolitan Planning Organization (MPO) regional model in the Mt. Juliet area, located midway between Nashville and Lebanon, TN. He also conducted field evaluations and worked with the study team to identify model derived performance metrics for assessing the pros and cons of different land use and multimodal transportation scenarios.

Loudoun County, VA Scenario Planning – For this study, he identified performance metrics for the Metro Washington, D.C. regional model to be used in assessing the impacts of alternative land use scenarios on future traffic patterns. He also assisted the County's staff in implementing these metrics into the model. The APA Virginia Chapter awards jury selected this study to receive the 2016 Outstanding Private Sector Award.

Coweta County, GA 2040 Comprehensive Transportation Plan – As part of a subarea transportation study southwest of Atlanta, Mr. Schiffer used the Atlanta Regional Commission (ARC) twenty-County four-step travel demand model to identify needed future transportation projects within Coweta County. His team refined the ARC network and zone system within Coweta County to improve model validity and overall traffic circulation, conducted field inventories, and coordinated with local and regional government agencies on progress, findings, and recommendations.

Collier County, FL MPO 2035 LRTP Reevaluation and Base Year 2010 Model Input Files – Mr. Schiffer led model assessments for the 2035 LRTP Reevaluation and subsequently developed base year 2010 model input data for the 2040 LRTP Update. He reviewed the current model; identified inconsistencies, errors and omissions; coordinated efforts with MPO staff and multiple consultants; and recommended areas for improvement for the next model update. His team prepared all model data elements required for Collier County portions of an expanded model area representing all of Florida DOT's District One region.

Gainesville, FL MTPO 2035 LRTP Update, Model Validation – His focus here was on LRTP tasks related to data review, 2010 model validation and 2035 forecasting. These efforts included zone splits and network refinement; identifying and testing trip generation rates from multiple household travel surveys in the region; implementing new FSUTMS file management standards; validation of transit assignment using updated bus ridership and transfer data; forecasting external trip growth; and technical committee presentations.

Chattanooga, TN TPO 2030, 2035 LRTP/Model Updates – Mr. Schiffer led the validation of two base year travel demand models and deficiency analyses for two LRTP Updates in the Chattanooga/North Georgia region. For the 2030 LRTP Update, he led base year data collection/data development, model calibration and validation, deficiency analyses and Needs Plan development, and documenting regional air quality conformity. For the 2035 LRTP, he oversaw efforts to update the model for new base and future years.

Nashville, TN MPO 2040 SE Area Transportation-Land Use Study – Mr. Schiffer oversaw modeling for a subarea transportation study of Rutherford County, southeast of Nashville-Davidson County. His team focused on reviewing the model in greater detail for growing areas of Murphreesboro and Smyrna, while developing an innovative GIS approach to depict future congested speeds in a "heat map" format.

Rockdale County, GA 2035 Comprehensive Transportation Plan – Mr. Schiffer led modeling and needs assessments for a subarea transportation study of Rockdale County, southeast of Atlanta. His team refined the ARC network, socioeconomic data, and zone system in Rockdale County to improve model validity and traffic replication. He also identified future multi-modal transportation projects inside the County and between neighboring counties, conducted field inventories, and participated in public meetings.

SE Florida 2035 and 2040 Regional Transportation Plan Model Coordination – Due to overlapping travel markets, the Miami-Dade, Broward, and Palm Beach MPOs are required to update their individual LRTPs and to prepare a joint regional transportation plan focused on regionally significant transportation corridors. Mr. Schiffer served as Modeling Coordinator for the 2035 and 2040 RTP Updates and a series of model-related activities needed for the Southeast Florida Regional Planning Model (SERPM) between the two RTP Updates, scheduling and moderating quarterly meetings at rotating regional locations.

First Coast MPO (North Florida TPO) 2025 and 2030 LRTP Updates – Mr. Schiffer served as Project Manager for two LRTP Updates in the Jacksonville and St. Augustine urbanized areas. The 2025 LRTP covered Duval County and parts of Clay and St. Johns Counties. The 2030 LRTP Update expanded the study area to include all of Clay and St. Johns Counties, plus Nassau County and used the Northeast Florida Regional Planning Model, a four-County model validated by Mr. Schiffer under a separate contract with Florida DOT District 2 Planning. He led public outreach efforts and coordination with elected officials.

Capital Region Transportation Planning Agency 2020 and 2030 LRTP Updates – Mr. Schiffer served as Project Manager for two LRTP Updates for the urbanized Tallahassee area. The 2020 LRTP focused on Leon County and included development of a new base year travel demand model, calibrated using new household and external travel surveys, also conducted by Mr. Schiffer. The 2030 LRTP included an expanded study area and regional model that added Gadsden and Wakulla Counties. He led public outreach efforts that included multiple meetings in all three counties and coordination with local media.

Nashville MPO 2035 SW Area Transportation-Land Use Study – Mr. Schiffer led modeling efforts for a subarea transportation study of Williamson County, southwest of Nashville-Davidson County (Brentwood and Franklin). His team reviewed the MPO model within the study area, making substantial changes to the network and zone system. A series of alternative land use scenarios were prepared and then evaluated by Mr. Schiffer's team in terms of model-generated performance measures for interim and horizon years.

Walton County Mobility Plan – Mr. Schiffer will serve as subconsultant on a study to prepare a mobility plan and mobility fee for fast growing Walton County in Northwest Florida. Mr. Schiffer will lead travel demand modeling and travel behavior analysis using big data on trip O/D patterns in combination with the area's regional travel model, which includes portions of Baldwin County.

Huntsville 2045 LRTP – Mr. Schiffer will serve as subconsultant on the Huntsville (AL) Area MPO's 2045 Update to their Long-Range Transportation Plan. The existing CUBE Voyager transportation modeling software will require calibration and validation technical support. His responsibilities will include calibration and validation of the model for accuracy in predictions, technical support and trouble-shooting.

Brandon Bias, AICP, LEED Green Associate
Goodwyn Mills Cawood, Community and Regional Planner

Mr. Bias serves as a certified Community and Regional Planner for GMC. His background includes a wide range of experience in both planning and design with proven expertise in master planning that has an emphasis on design, ecological processes, regional dynamics and smart growth principles. Prior to joining the firm, he served as the Planner in the Special Projects Division of the Community Development Department for the City of Birmingham, Alabama. His role included the management of $24 million in HUD Disaster Recovery Funds, management of the annual HUD allotment to the City, and coordination within Mayor's R.I.S.E. Initiative for neighborhood stabilization, including the City's demolition process, and working with the Birmingham Land Bank Authority.

Education

Master of Community Planning, Auburn University, 2008

Master of Landscape Architecture, Auburn University, 2008

Bachelor of Science in Environmental Design, Auburn University, 2005

Certifications

American Institute of Certified Planners (AICP)

LEED Green Associate

Representative Project Experience

- Spanish Fort Causeway Master Plan - Spanish Fort, Alabama
- ALDOT Statewide Bicycle and Pedestrian Plan - Alabama
- Powdersville Hwy-153 Corridor Master Plan - Greenville/Easley/Anderson, South Carolina
- Pelham Strategic Development Plan - Pelham, Alabama
- Shoals Area MPO Bicycle and Pedestrian Plan - Northwest Alabama
- Shoals Area MPO 2035 Long Range Transportation Plan - Northwest Alabama
- Coastal Alabama Partnership Regional Plan - Mobile, Alabama
- Coastal Gateway Regional Plan - Multi-County Coastal Gateway Region, Alabama
- Map for Mobile, Mobile Comprehensive Plan - Mobile, Alabama
- Peninsula of Mobile Corridor Design Plan - Mobile, Alabama
- Pelham Strategic Development and Design Plan - Pelham, Alabama
- Green Infrastructure Plan - Auburn, Alabama
- Plan for Pratt City - Birmingham, Alabama

Bryan King, AICP
Goodwyn Mills Cawood, Urban Planner

Mr. King is an urban planner specializing in urban design and community building with a background in planning and community advocacy. Bryan has experience working with public, private, and nonprofit sectors, which advances his understanding of how these entities work together to achieve a common goal. Bryan is instrumental in providing innovative strategies in community development and producing marketing quality visioning and planning documents.

Education

Master of Community Planning, Urban Studio, Auburn University, 2013

Bachelor of Liberal Arts, Psychology, Auburn University, 2008

Certifications

American Institute of Certified Planners (AICP) ‘

Georgia Planning Association

Representative Project Experience

- Long Range Transportation Plan - Rome/Floyd, GA
- Transportation Improvement Program - Rome/Floyd, GA
- Transportation Public Involvement Plan - Rome/Floyd, GA

- Madison Industrial Area Plan - Madison, AL
- School Travel Plan - Birmingham, AL
- District Wide Travel Plan - Birmingham, AL
- Anniston Downtown Code Update - Anniston, AL
- Fort McCellan Design Guidelines Update - Anniston, AL
- Selma Zoning Ordinance Update - Selma, AL
- River District Master Plan - Rome, GA
- Transit Analysis Study - Rome, GA
- Blossom Hill Neighborhood Enhancement Program - Rome, GA
- North Rome Neighborhood Enhancement Program - Rome, GA
- South Meadows Blueway Plan - Rome, GA
- Lagoon Park Trail Plan - Montgomery, AL

Project Experience

JRWA Projects

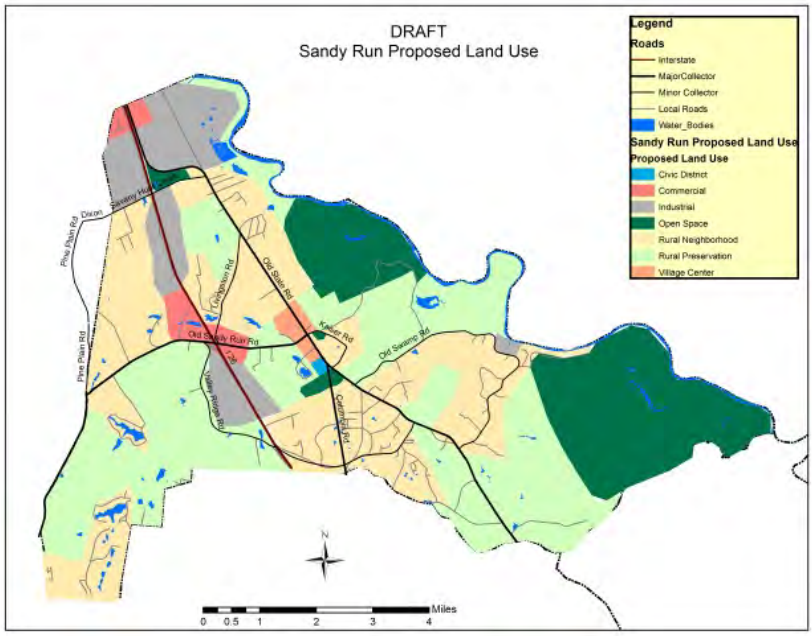
Montgomery Area MPO 2040 Long Range Transportation Plan

The Montgomery MPO 2040 LRTP Update, led by JRWA, ensured that current and future multimodal transportation operations, conditions and needs were identified and met. The assessment process determined where the region currently stood, where it needed to be going, and how best it could get there. A key element of the plan development process was updating the four-step travel demand model, which utilized a base year of 2010 and forecast year of 2040. Recommendations identified projects and strategies to manage/mitigate/minimize congestion throughout the Montgomery area. Multimodal improvements for mixed-use, dense development and redevelopment activities, as well as access management principles and strategies, were emphasized. A key outcome was identifying a prioritized list of cost feasible projects to address multimodal needs. Plan development and documentation were accomplished through a joint effort by consultant and MPO staff, and also ensured compliance with recent federal/state planning guidance.

Contact: Kindell Anderson, Transportation Planner, City of Montgomery/Montgomery MPO, 495 Molton Street, Montgomery, AL 36104, (334) 625-2754, kanderson@montgomeryal.gov

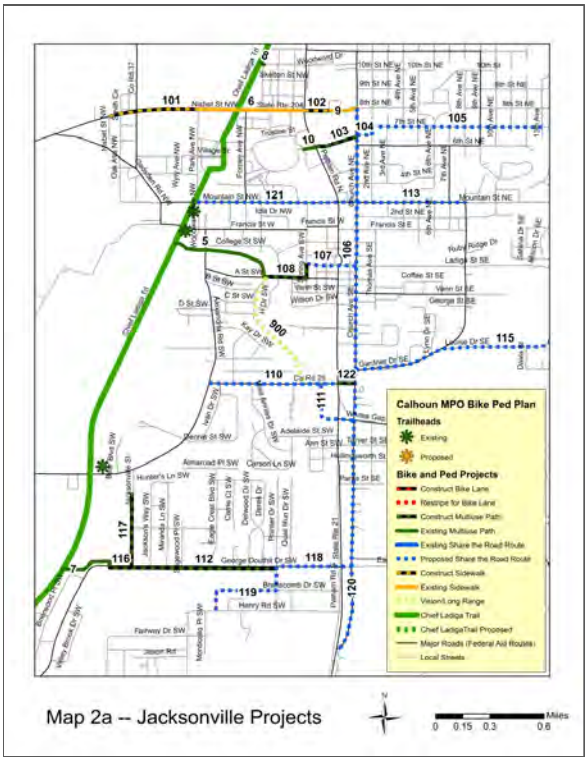
Sandy Run Area Transportation and Land Use Plan

The Columbia Area Transportation Study (COATS) MPO/Central Midlands Council of Governments (CMCOG) engaged JRWA to develop a Transportation and Land Use Plan (TLUP) for the Sandy Run area, a rural community on the southern edge of the MPO in Calhoun County, SC. Sandy Run has had significant industrial growth over the last two decades, yet little or no planning has occurred in the area. As development pressures have increased, community residents have become increasingly concerned that new subdivision development will alter the character of the community and create traffic and wastewater issues. The area has very limited sewer



infrastructure – focused on industrial areas – and new residential development will be served only by septic systems for the foreseeable future.

JRWA worked with Calhoun County to form a Project Steering Committee (PSC) and five focus groups to help guide the development of the transportation and land use plan. Population and employment forecasts were developed, and three scenarios were created using the CommunityViz land use model to illustrate the impacts of alternative land use concept plans. Significantly, citizens recognized the undesirability of the "Trend Scenario" growth pattern, which would consume about half of the study area's developable land by 2045. A preferred land use scenario was developed from the input received through a charrette-style Planning Workshop conducted with the PSC and focus groups. The preferred scenario recommends large rural preservation areas, with residential development focused in a few areas that have existing road and water infrastructure. The plan also identifies additional land that would be suitable for desired future industrial development, a potentially important economic boost for an area where 81 percent of workers commute to jobs outside Calhoun County. In addition, a series of operational, safety, and minor capacity improvement projects were identified for the transportation network, serving an area that will remain a relatively rural wedge within the MPO area if the plan is followed.



Map 2a -- Jacksonville Projects

Contact: Ted Felder, Calhoun County Administrator, 102 Courthouse Drive, Suite 108, St. Matthews, SC 29135, (803) 874-2435, tfelder@calhouncountysc.gov

Calhoun Area MPO Bicycle and Pedestrian Plan

JRWA completed updating an in-house plan for the MPO in June 2019. The plan is focused on developing better regional connectivity to the extension of the Chief Ladiga Trail (CLT) from it's current terminus in Weaver into downtown Anniston. A mix of multi-use paths, bike lanes, and share-the-road facilities was proposed based on conditions in the field, with a phased implementation plan that targets low-cost, high-impact improvements in the first phase. Key gaps in sidewalk connectivity were identified, but existing ADA Transition Plans will also be important guides for implementation. The multi-jurisdictional plan provides good connectivity for all five cities in the MPO study area. The demographic analysis and thematic mapping of study area characteristics identified

development trends and population shifts in the area, and ensured that underserved populations were identified and effectively served by the proposed facilities in the plan.

Contact: Elizabeth Messick, Regional Transportation Planner, East Alabama Regional Planning Commission (Calhoun Area MPO), PO Box 2186, Anniston, AL, (256) 237-6741, Elizabeth.messick@earpdc.org

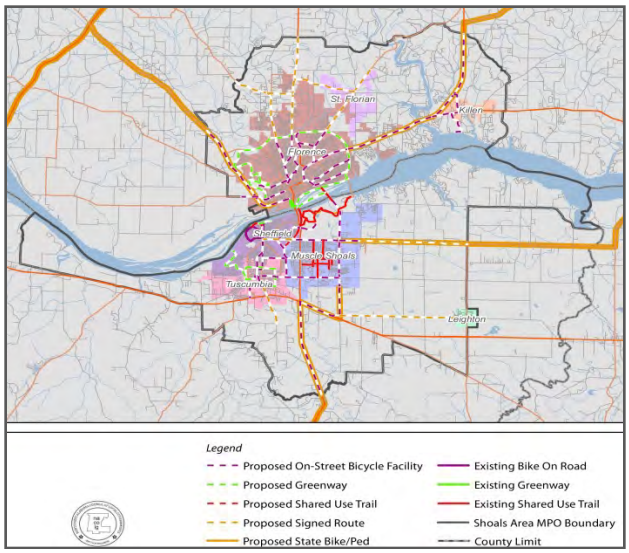
Coweta County Transit Needs and Feasibility Study

The Coweta County Transit Needs and Feasibility Study was a supplemental task completed as a part of the Coweta County Joint Comprehensive Transportation Plan (CTP) 2040 Update. Coweta County sought to ensure efficient and effective public transportation alternatives to serve important local and regional travel needs. This tudy to identified and quantified those transit needs and define appropriate public transportation investments to meet these needs. The CTP as a whole, and supplemental transit task in particular, focused on developing public transportation "strategies," which is meant in a very broad sense to cover many different service types. The success of current Coweta Transit demand response and GRTA Xpress bus commuter services, combined with continuing requests for additional services, indicated the need to expand existing services as warranted by demand. Additional strategies for increased access to public transportation included fixed-route transit circulator, vanpool/rideshare, shuttle, and subscription services. Three committees were organized to provide input and guidance throughout the CTP Update process: the Technical Advisory Committee (TAC), Stakeholder Advisory Committee (SAC), and Transit Technical Advisory Committee (TTAC). The two committees leading formation of transit strategies were the SAC and TTAC. A Public Transit Needs and Feasibility Study report was the final deliverable for the supplemental transit task.

Contact: Tavores Edwards, Transportation Manager, Coweta County Transportation & Engineering Department, (770) 683−2300, tedwards@coweta.ga.us

GMC Project

Shoals Area Bike and Pedestrian Plan
Muscle Shoals, Alabama



The coordination and development of the Bicycle and Pedestrian Plan for the Shoals Area MPO included working with six local municipalities within a two-county region. GMC developed a plan to reinforce existing and recommend new multi-modal facilities across the MPO that will connect important destinations and provide an alternative mode of transportation. The plan recommends a variety of bicycle and pedestrian facilities within the regional that are tailored to fit within the existing transportation network.

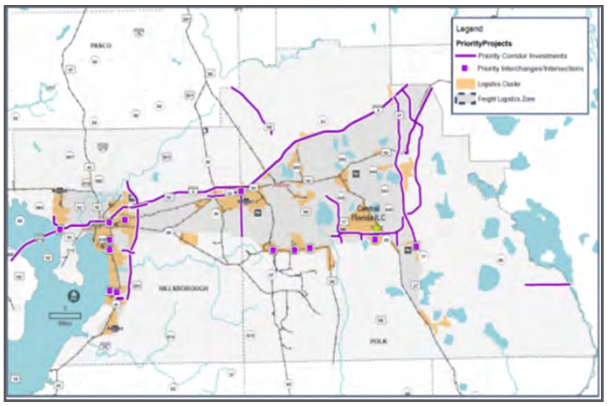
Contact:

Mr. Jesse Turner, Transportation Planning Director

Northwest Alabama Council of Local Governments

(256) 389-0513

FPC Projects

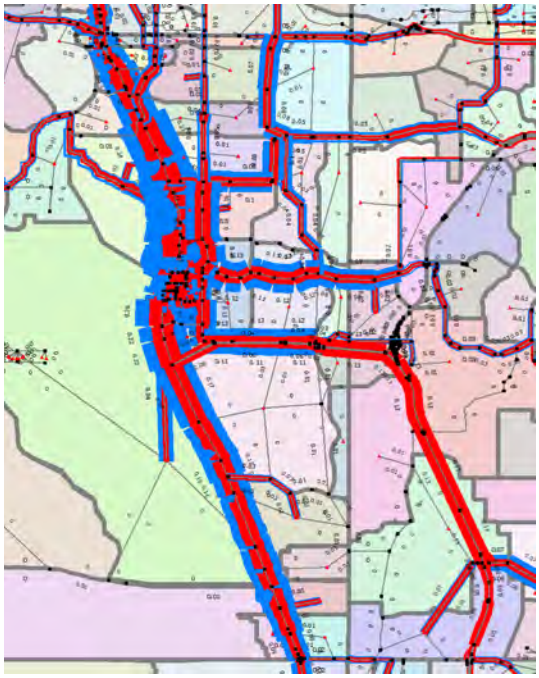


Polk TPO On-Call Planning Services

Mr. Schiffer managed three task work orders for the Polk County Transportation Planning Organization to identify and evaluate alternative approaches to collecting origin/ destination (O/D) trip data for different study areas, trip purposes and vehicle types. The first work order focused on identifying different techniques, vendors, pros, cons, and costs for O/D analysis. The second task order focused on procuring multiple vendor datasets, analyzing the data for completeness and documenting findings and recommendations. A third work order included developing a tool for desire line mapping of the origin-destination data for the TPO. FuturePlan Consulting is presently on a consulting team to provide on-call planning support to the TPO.

Contact: Ronnie Blackshear, Director of Long-Range Planning, Polk Transportation Planning Organization, (863) 534-6487, RonnieBlackshear@polk-county.net

Travel Demand Modeling of Olympus Sports Development



FuturePlan Consulting, LLC is providing travel demand modeling services for the proposed Olympus Sports and Entertainment development, to be located along US 27 in Lake County, just south of Clermont, Florida. He is responsible for simulating project traffic for the year 2025 using the Central Florida Regional Planning Model (CFRPM) maintained by the Florida Department of Transportation District 5 Planning Office. Mr. Schiffer's travel demand modeling was used to determine the distribution of trips on area roadways and initial traffic forecasts on several planned future roadways.

Contact: Debbie Dantin, President/CEO, Dantin Consulting, LLC on behalf of Olympus Sports & Entertainment, (850) 544-3062, debbie@dantinconsultingllc.com

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-26

Authorizing MPO Staff to Select and Enter into Contract with Consultant for the Development of the 2045 Long Range Transportation Plan

WHEREAS, the Eastern Shore Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, the Eastern Shore MPO has excess federal Planning Funds from Fiscal Year 2016 to 2018, and these funds may only be carried over for three years; and

WHEREAS, the Eastern Shore MPO Staff has requested to utilize the excess Planning Funds to select and enter into contract with J.R. Wilburn and Associates, Inc., as the consultant to assist in the development of the 2045 Long Range Transportation Plan (LRTP); and

WHEREAS, Eastern Shore MPO Staff desires to select and negotiate a contract for the proposal total cost of $119,700 which requires a twenty percent (20%) local match (MPO = $95,760, Local = $23,940); and

WHEREAS, the local match will be provided by each member of government based on population within the urbanized area (Loxley: $1,197; Spanish Fort: $2,394; Fairhope: $5,985; Daphne: $8,379; Baldwin County: $5,985); now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization (MPO) authorizes MPO staff to select J.R. Wilburn and Associates, Inc., for the development of 2045 LRTP using excess Planning Funds.

BE IT FURTHER RESOLVED that the Policy Board authorizes MPO staff to take all necessary actions to complete the contract process.

The foregoing resolution was adopted and approved on the 28th day of August 2019, by the Eastern Shore Metropolitan Planning Organization Policy Board.

_____ Date: _____
Dane Haygood, Chairperson

ATTEST:

_____ Date: _____

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

MPO staff is requesting approval of the Metropolitan Planning Self-Certification to be included in the FY2020-2023 Transportation Improvement Program (TIP) and authorize the Chairman to sign.

RECOMMENDATION

- BPAC recommends: N/A
- CAC recommends: N/A
- TAC recommends: N/A

ATTACHMENT(S)

1. Resolution

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-27

Approving the Eastern Shore Metropolitan Transportation Planning Self-Certification and Authorizing Chairman to Sign

The Alabama Department of Transportation and the Eastern Shore Metropolitan Planning Organization for the Daphne-Fairhope Urbanized Area hereby certify that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements including:

(1) 23 U.S.C. 134, 49 U.S.C. 5303, and 23 C.F.R. part 450, subpart C;

(2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 C.F.R. part 93;

(3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d–1) and 49 C.F.R. part 21;

(4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;

(5) Section 1101(b) of the Fixing America's Surface Transportation Act (FAST Act) (Pub. L. 114-94) and 49 C.F.R. part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;

(6) 23 C.F.R. part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;

(7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 C.F.R. parts 27, 37, and 38;

(8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;

(9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and

(10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. part 27 regarding discrimination against individuals with disabilities.

Eastern Shore MPO

Metropolitan Planning Organization	State Department of Transportation
Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Date

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

The City of Daphne has requested excess Planning Funds to be used for the development of Traffic Calming Guidelines.

MPO:	$32,000
Local:	$8,000
Total:	$40,000

RECOMMENDATION

- BPAC recommends: N/A
- CAC recommends: N/A
- TAC recommends: N/A

ATTACHMENT(S)

1. Project Submittal Documentation
2. Resolution

EASTERN SHORE MPO
PROJECT SUBMITTAL FORM

FOR SUBMITTING A PROPOSED PROJECT FOR INCLUSION IN THE LONG RANGE TRANSPORTATION PLAN (LRTP) OR TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Date: 08/20/2019 **Point of Contact:** Jeremy Sasser

Address: PO Box 400 Daphne, AL 36526

Phone: 251-620-2100 **Email:** jsasser@daphneal.com

This Project was Recommended by (check one): ☐ Citizen Working or Living within MPO Area

☐ Advisory Committee Member ■ Public Official ☐ Other _____

Please provide the following information about the proposed project:

Project Description and Location (*include termini description, if road improvement*)

Development of Traffic Calming Guidelines - This would be a planning project to help develop a set of standards for traffic calming measures that each ESMPO member could take and implement as it sees fit. This set of guidelines will cover all aspects of traffic calming from types of devices and their use, site assesment to help determine the best device for a specific location and a general process municipalities can use for residents and neighborhoods to request traffic calming measures be installed in their neighborhoods.

Reason for Proposed Project (*Purpose and Need*):

As more and more people move to the Eastern Shore we are seeing increased traffic on our road networks. As the traffic increases municipalities are receiving request for traffic calming. This set of guidelines will help municipalities handle those request.

Project Length *(if applicable)*:

Bicycle and Pedestrian or ADA Upgrades:

These standard guidelines will fully comply with all ADA requirements

Roadway Classification (*if applicable*):

Sponsor (*i.e. Responsible Local Government &Signature*):

City of Daphne Jeremy Sasser

Percent (%) Local Match:

20

Match Source:

Local funds from sponsor

Environmental Justice Issues or Concerns:

There are no environmental concerns expected for this project.

For Internal (MPO or Project Sponsor) Use Only

Scope of Work:	Cost Estimate:
Preliminary Engineering: This project is a planning project only. See attached scope of work provided by proposed consultant.	$40,000
Right-of-Way: No ROW will need to be acquired for this project	
Utilities: No utility relocation is expected for this project at this time	
Construction: No construction is expected for this project at this time	
TOTAL COST:	$40,000.00

Project Map:

For Internal (MPO or Project Sponsor Use Only)

Potential Funding Sources:

1. Local Funds - City of Daphne
2. _____
3. ESMPO - Planning Funds
4. _____
5. _____
6. _____
7. _____
8. _____

Bicycle and Pedestrian Advisory Committee Recommendation:

☐ Recommend approval of the project as submitted for inclusion in the Visionary List of the LRTP

☐ Recommend approval of the project as submitted for inclusion in the TIP _____

☐ Recommend the Policy Board postpone taking any action on the proposed project to give time for further review or to change the project scope: _____

_____

☐ Recommend approval of the project as submitted for inclusion in the Financially Constrained List of the LRTP

☐ Recommend the Policy Board not approve the project

Votes:

_____

Chair or Vice Chair Signature Date

Citizens Advisory Committee Recommendation:

☐ Recommend approval of the project as submitted for inclusion in the Visionary List of the LRTP

☐ Recommend approval of the project as submitted for inclusion in the TIP _____

☐ Recommend the Policy Board postpone taking any action on the proposed project to give time for further review or to change the project scope: _____

_____

☐ Recommend approval of the project as submitted for inclusion in the Financially Constrained List of the LRTP

☐ Recommend the Policy Board not approve the project

Votes:

_____

Chair or Vice Chair Signature Date

Technical Advisory Committee Recommendation:

☐ Recommend approval of the project as submitted for inclusion in the Visionary List of the LRTP

☐ Recommend approval of the project as submitted for inclusion in the TIP _____

☐ Recommend the Policy Board postpone taking any action on the proposed project to give time for further review or to change the project scope: _____

_____

☐ Recommend approval of the project as submitted for inclusion in the Financially Constrained List of the LRTP

☐ Recommend the Policy Board not approve the project

Votes:

_____

Chair or Vice Chair Signature Date

Policy Board Action:

☐ Approve the project as submitted for inclusion in the Visionary List of the LRTP

☐ Approve the project as submitted for inclusion in the TIP

_____

☐ Postpone taking any action on the proposed project to give time for further review or to change the project scope: _____

_____

_____

☐ Approve the project as submitted for inclusion in the Financially Constrained List of the LRTP

☐ Choose not to approve the project

Votes:

Resolution Number:

SCOPE OF WORK
Development of Traffic Calming Guidelines
Eastern Shore MPO, Alabama

The Eastern Shore intends to seek professional traffic engineering and planning services to develop a Traffic Calming Guideline that will be made available for its member agencies for application in their jurisdiction. It is recognized these initial guidelines would be applicable to the retrofit of existing streets and roadways within each jurisdiction. The scope of work that follows represents the basic work efforts that would be undertaken to perform the services desired. With the selection of a consultant to undertake this work effort, a scoping meeting will be held where the final scope of work will be developed prior to contracting.

Introduction - The Consultant will undertake the necessary data collection, state of the practice research related to traffic calming, meetings with community groups to assist in defining the issues related to traffic calming with each jurisdiction, meetings with local and county officials to establish the goals and objectives for the development of guidelines, drafting of guidelines and application processes and presentations of findings at regular meetings as required.

Traffic Calming Devices Definition/Application – Through research of the state-of-the-art practice of traffic calming devices utilized throughout the traffic engineering industry, the Consultant will select a candidate listing of devices for application for general applications for each jurisdiction's consideration. This candidate listing will be derived from initial meetings with local officials and to meet the purpose, goals and objectives of establishing traffic calming guidelines.

The Consultant will provide a complete description of each device with photos of actual applications. Where possible, location of applications will be provided for jurisdiction's viewing.

Additionally, the Consultant will provide the Eastern Shore MPO with an assessment of each device and its ability at effecting speed reduction, traffic volume reduction and potential reduction of truck traffic if applicable.

Traffic calming devices submitted to the Eastern Shore MPO for consideration will include devices that utilize vertical shift in vehicle paths, horizontal shifts in vehicle travel and devices that will encourage route alterations.

The Consultant will provide a summary document of these device definitions and applications for review, comment and in preparation for a meeting where the findings can be discussed. The Consultant will coordinate the submission of this interim document to the Eastern Shore MPO for their distribution of member jurisdictions.

Establish Purpose, Goals and Objectives of Guidelines – The Consultant would initiate the study process by undertaking a series of meetings with local officials to establish the purpose for the guidelines as well as goals and objectives. Individuals that are expected to participate in these meetings would represent at a minimum the following:

- Mayors;
- County Commissioners;
- The public safety committee members of councils or representatives from the councils;
- Police, Sheriff and fire department;
- Local and regional EMS agencies;
- Planning Commissions;
- Economic development boards;
- Community development;
- City engineers; and
- Departments of Public Works.

Others the Eastern Shore MPO feel are important to the study process and the implementation process will be added to this listing as needed.

These meetings are expected to be scheduled over a two-day period as coordinated with the Eastern Shore MPO staff. The Eastern Shore MPO will provide a central location for these meetings and handle invitations for attending. Each meeting is expected to have a 90-minute duration. The Consultant will develop an outline of the topics to be discussed at each meeting and will provide a summary of each meeting in summary notes and distribute same to each group for review and completeness. Also, at this meeting the Consultant will lead a discussion of traffic calming devices definition and application as previously developed and submitted.

Following receipt of comments from each of the groups included in meetings the Consultant will issue a draft of the Purpose, Goals and Objectives for the Traffic Calming Guidelines for review and comment. Upon receipt of these comments the Purpose, Goals and Objectives will be finalized for inclusion in the guidelines document.

Traffic Calming Device Design Considerations – The Consultant will develop general guidelines to establish design criteria to be utilized in the application of traffic calming devices. These considerations will address the following as a minimum:

- **Safety** – application of any traffic calming devices to a particular street or roadway should consider current safety conditions as compared to those that might exist with the installation of devices. The Consultant would present a discussion of the potential safety impacts of specific traffic calming devices.
- **Maintenance** – a discussion of the maintenance implications of the selected traffic calming devices would be developed and presented to ensure a complete picture of utilization of any one device as compared to others.
- **Emergency Vehicles** – research information available from actual case studies obtained from a literature search and the Consultant's experience. This effort would be supplemented by information provided by any emergency services providers within the Eastern Shore MPO.
- **Diversion of Traffic to Other Residential Streets** – A general discussion of the potential for diversion of traffic to other residential streets as a result of the application of specific traffic calming devices would be undertaken. This will be developed from research of case studies and the Consultant's experience.
- **Drainage** – When introducing medians, raised islands and horizontal/vertical shifts to provide traffic calming, care should be taken to ensure the runoff paths to drainage structures. The Consultant will provide a subjective assessment of each traffic calming device to minimize these impacts.
- **Construction Costs –** The Consultant will develop an order of magnitude costs when selecting specific traffic calming devices. These costs would include initial construction, ongoing upkeep, user travel costs, replacement and restoration costs.

Traffic Control Device Planning Process – A traffic calming plan needs a structured planning process and consultation with all relevant authorities. The process will also require significant public participation since it is highly probable requests for such devices is initiated by the public with specific needs.

The Consultant will establish a general process for member jurisdictions to utilize in responding to specific requests for traffic calming from the community. This process will most likely involve the following subjects which will be included in the description of the process:

1. **Initiate a traffic calming study**
- How to identify the need for a specific traffic calming study;
- Establish an advisory committee that will oversee the process;
- How to define the scope of any specific study and study area;
- Develop a team to conduct the study; and
- Conduct meetings with the team.

2. **Identify Problems and Issues**
- Hold community meetings;
- Collect data; and
- Quantify problems.

3. **Develop a Plan**
- Examine arterial streets;
- Examine neighborhood streets;
- Review and select potential traffic calming measures;
- Develop alternative traffic calming plans;
- Evaluate alternatives and select a recommended traffic calming plan;
- Present a recommended traffic calming plan; and
- Finalize a report and submit to jurisdictional council or commission for approval and construction funding/scheduling.

4. **Implement the Plan**
- Prepare designs;
- Prepare implementation measures; and
- Evaluate a trial period prior to final construction.

Application of Traffic Calming Devices – With a generic understanding of traffic calming it is also important to have a proper understanding of the proper application of each traffic calming device. The Consultant will develop a general discussion of the applicability of traffic calming devices related to: speed reduction from horizontal shifts to traffic, vertical shifts as well as route alternative; volume reductions related to vertical and horizontal shifts as well as rout alterations; and truck traffic reduction related to these three elements. The applicability of these traffic camming devices would be summarized in tables for reference. It should be noted these tables are intended to be a guide and do not take the place of engineering judgment and specific conditions, therefore, each case should be evaluated individually.

Documentation of Guidelines – The Consultant would develop a draft of a Traffic Calming Guideline document for distribution to the Eastern Shore MPO and its member jurisdictions. The Consultant would provide the Eastern Shore a printable electronic version of the draft document for their distribution to the member jurisdictions for review

and comment.

Upon receipt of comments from the Eastern Shore MPO the Consultant would provide a printable electronic version of the draft final document for transmittal to the member jurisdictions.

Presentation of Final Report – It is anticipated a presentation of the final report document will be made to the Eastern Shore MPO Policy Committee. If the Eastern Shore MPO wishes other presentations to be made any such presentations beyond the one to the Policy Committee will be undertaken as added services and are beyond the basic fee.

Submission of Final Document – Following these presentations the Consultant will provide a printable electronic version of the Final Report to the Eastern Shore for their distribution to member jurisdictions.

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-28

Obligating MPO Planning Funds for the Development of Traffic Calming Guidelines for the City of Daphne

WHEREAS, **the Eastern Shore Metropolitan Planning Organization (MPO)** is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, the Eastern Shore MPO is expected to operate under budget during fiscal year 2019, resulting in excess Planning Funds; and

WHEREAS, the City of Daphne is a member government of the Eastern Shore MPO and desires to hire a consultant to develop traffic calming guidelines; and

WHEREAS, excess MPO Planning Funds are eligible for use by member governments to complete planning activities; and

WHEREAS, MPO Planning Funds require a 20% local match; and

WHEREAS, the City of Daphne has requested $40,000, with federal funds not to exceed $32,000 and a minimum match of $8,000 to be paid by the City; and

WHEREAS, the City of Daphne agrees to pay all over-runs; now

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization (MPO) authorizes the City of Daphne to use FY 2019 MPO Planning Funds not to exceed $40,000 ($32,000 MPO, $8,000 City of Daphne) to hire a consultant to develop traffic calming guidelines.

BE IT FURTHER RESOLVED that the Policy Board authorizes MPO staff to take all necessary actions, including amendment of the FY 2020 Unified Planning Work Program (UPWP), to allocate the funds to the City of Daphne to complete the aforementioned study.

The foregoing resolution was adopted and approved on the 28th day of August 2019, by the Eastern Shore Metropolitan Planning Organization Policy Board.

_____ Date: _____

Dane Haygood, Chairperson

ATTEST:

_____ Date: _____

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

The following projects will be considered for final approval in the FY20-23 TIP to be adopted at the September 25th Policy Board Meeting.

RECOMMENDATION

N/A

ATTACHMENT(S)

1. Draft FY20-23 Project List
2. HSIP Project Approval
3. Resolution

Draft FY2020-2023 Project Programming List

*Balances/Withdrawals/Allocations are federal funds (MPO) only

FY20		**MPO**	**Local**	**Total**	**Sponsor**
Gayfer Avenue Turning Lanes		$595,200	$148,800	$744,000	Fairhope
ROW CR 64 Widening and Roundabout		$240,000	$60,000	$300,000	BCC
UT CR 64 Widening and Roundabout		$400,000	$100,000	$500,000	BCC
CR 64 at Pollard Intersection and Resurfacing		$1,040,000	$260,000	$1,300,000	Daphne
	Total	$2,275,200	$568,800	$2,844,000	

Beg. Balance		$3,627,780
Balance:		$1,352,580
	+	$1,450,000
	=	$2,802,580

FY21		**MPO**	**Local**	**Total**	**Sponsor**
UT CR 64 Widening and Roundabout		$800,000	$200,000	$1,000,000	BCC
US 98 Corridor Improvements		$1,864,000	$466,000	$2,330,000	Daphne
	Total	$2,664,000	$666,000	$3,330,000	

Beg. Balance		$2,802,580
Balance:		$138,580.0
	+	$1,450,000
	=	$1,588,580.0

FY22		**MPO**	**Local**	**Total**	**Sponsor**
CR 68 Widening and Resurfacing		$628,000	$157,000	$785,000	BCC
	Total	$628,000	$157,000	$785,000	

Beg. Balance		$1,588,580.0
Balance:		$960,580.0
	+	$1,450,000
	=	$2,410,580.0

FY23		**MPO**	**Local**	**Total**	**Sponsor**
Roundabout at Veterans/Section/Scenic 98		$1,040,000	$260,000	$1,300,000	Fairhope
	Total	$1,040,000	$260,000	$1,300,000	

Beg. Balance		$2,410,580.0
Balance:		$1,370,580.0
	+	$1,450,000
	=	$2,820,580.0

ALABAMA
DEPARTMENT OF TRANSPORTATION

SOUTHWEST REGION
OFFICE OF REGION ENGINEER
1701 I-65 WEST SERVICE ROAD NORTH
MOBILE, ALABAMA 36618-1109
TELEPHONE: (251) 470-8200
FAX (251) 473-3624

Kay Ivey
GOVERNOR

John R. Cooper
TRANSPORTATION DIRECTOR

August 22, 2019

Joey Nunnally, P.E.
County Engineer
Baldwin County Highway Department

Re: HSIP Application Approval – Intersection Re-Alignment of US-31 and Old HWY 31

Dear Mr. Nunnally,

We are writing this letter to inform and congratulate you of our State HSIP Program's decision to award Baldwin County with the requested project to re-align the intersection of US-31 and Old HWY 31. This project will undoubtedly improve the safety of the traveling public on US-31 as well as your local constituents living and/or commuting on Old HWY 31. Attached to this letter you will find the Office of Traffic and Safety Operation's Official Approval Letter.

There was one additional requirement made by the Office of Traffic and Safety Operation. They are requiring the County to include the construction of a right turn lane on US-31 EB into Old HWY 31. This will increase the safety benefits gained by re-aligning the intersection by decreasing the frequency of rear end crashes. HSIP will increase the approved amount to cover 90% of the cost of this addition. Please follow your Counties' policy and procedures to have this addition approved and then submit a revised estimate to the Region Safety Engineer at the earliest convenience so that we may initiate the project.

If you have any questions concerning the HSIP program or if you wish to discuss the project more, please contact the Region's Safety Engineer at bordenj@dot.state.al.us or call 251-470-8350.

Sincerely,

Matthew Ericksen, P.E.

By: _____

Jeremy Borden, P.E.
SW Region Safety Engineer

MJE/jnb
C: Mr. Brian Aaron, P.E. (SW Region Assistant Engineer)
Mr. Don Powell, P.E. (Mobile Area Engineer)
Mr. Edwin Perry, P.E. (Mobile Area Pre-Construction)
Mr. Tommy Goodman, P.E. (Mobile Area Local Transportation)

ALABAMA DEPARTMENT OF TRANSPORTATION
Traffic & Safety Operations Section
Design Bureau - Traffic Engineering Division
1409 Coliseum Boulevard, Montgomery, Alabama 36110
P. O. Box 303050, Montgomery, Alabama 36130-3050
Phone: 334-242-6123

Kay Ivey
Governor

John R. Cooper
Transportation Director

August 12, 2019

Mr. Matthew J. Ericksen, PE
Southwest Region Engineer
1701 I-65 West Service Rd North
Mobile, AL 36618-1109

RE: HSIP Application Award
Intersection Re-alignment
US-31 at Old Hwy 31
Baldwin County

Dear Mr. Ericksen:

The Traffic & Safety Operations Section has reviewed your application for funding at the above referenced location. Based upon the information submitted in the application, it has been determined that this is an appropriate location for the expenditure of Highway Safety Improvement (HSIP) funding. The application is approved for funding contingent upon the following addition(s) to the project which will be covered by HSIP funding at the normal rate of 90% with a 10% non-federal match

- Right turn lane from US-31 EB to re-aligned intersection.

Please have updated estimates reflecting the addition of the right turn lane submitted to Mr. Jeremy Borden for his use in initiating the appropriate projects.

It is the responsibility of the sponsoring agency to ensure that all appropriate policies and procedures are followed to ensure that all work done is federally reimbursable. Any non-reimbursable costs will be the responsibility of the sponsoring agency.

If you have any questions, please contact Mr. John-Michael Walker at (334) 242-6123.

Sincerely,

John-Michael Walker, P.E.
State Traffic & Safety Operations Engineer

JMW/atv

C: File
Linda Guin, FHWA

EASTERN SHORE METROPOLITAN PLANNING ORGANIZATION

RESOLUTION NO. 2019-29

Amending the FY 2020-2023 Transportation Improvement Program (TIP)

WHEREAS, **the Eastern Shore Metropolitan Planning Organization (MPO)** is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and

WHEREAS, Title 23 USC 134 and 23 CFR 450.324 require that transportation projects in urbanized areas, funded by the Federal Highway Administration and the Federal Transit Administration, be included in a Transportation Improvement Program (TIP), amended as often as required, and adopted by the Eastern Shore Metropolitan Planning Organization (MPO); and

WHEREAS, consistent with the declaration of these provisions, the Eastern Shore Metropolitan Planning Organization, in cooperation with the Alabama Department of Transportation, developed the FY2020-2023 Transportation Improvement Program to be adopted; and

WHEREAS, the Eastern Shore MPO have modified the Final FY 2020-2023 Transportation Improvement Program to include the following projects:

- FY 2020 – Construction of Gayfer Avenue Turning Lanes (Total Cost: $744,000; MPO: $595,200; City of Fairhope: $148,800)
- FY 2020 - Right-of-Way for Widening CR 64 from SR 181 to CR 54E and Roundabout at Rigsby/Austin Rd. (Total Cost: $300,000; MPO: $240,000; Baldwin County Commission: $60,000)
- FY 2020 – Utilities (partial) for Widening CR 64 from SR 181 to CR 54E and Roundabout at Rigsby/Austin Rd. (Total Cost: $500,000; MPO: $400,000; Baldwin County Commission: $100,000)
- FY 2020 – Construction of Intersection Improvements at CR 64 and Pollard Road and the Resurfacing of CR 64 from US 98 to CR 13 (Total Cost: $1,300,000; MPO: $1,040,000; City of Daphne: $260,000)
- FY 2021 – Utilities (partial) for Widening CR 64 from SR 181 to CR 54E and Roundabout at Rigsby/Austin Rd. (Total Cost: $1,000,000; MPO: $800,000; Baldwin County Commission: $200,000)
- FY 2021 – Construction of US 98 Corridor Improvements (Total Cost: $2,330,000; MPO: $1,864,000; City of Daphne: $466,000)
- FY 2022 – Construction of CR 68 Widening and Resurfacing from Loxley Town Limits to the Baldwin Beach Express (Total Cost: $785,000; MPO: $628,000; Baldwin County Commission: $157,000)
- FY 2023 – Construction of Roundabout at North Section Street/City 104/Veterans Drive/ Scenic 98 (Total Cost: $1,300,000; MPO: $1,040,000; City of Fairhope: $260,000)

THEREFORE, BE IT RESOLVED that the Eastern Shore Metropolitan Planning Organization, has reviewed the requested amendments to the FY 2020 to 2023 Transportation Improvement Program and does hereby approve the aforementioned changes.

The foregoing resolution was adopted and approved on the 28th day of August 2019, by the Eastern Shore Metropolitan Planning Organization Policy Board.

_____ Date: _____
Dane Haygood, Chairperson

ATTEST:

_____ Date: _____

Eastern Shore MPO

AGENDA ACTION FORM

Policy Board Special Work Session – August 28, 2019
Policy Board Special Meeting – August 28, 2019

SUMMARY

- Annual Traffic Counts in Urbanized Area
- US 98 LED Street Signs

RECOMMENDATION

N/A

ATTACHMENT(S)

N/A