

Center Hill RPO Executive Committee Meeting Minutes
Nick's Restaurant, Cookeville, TN
November, 16, 2017

Members Present: Kenneth Carey via proxy, Jimmy Poss via proxy, Denny Robinson, Andy Duggin, Herschel Wells, Jimmy Haley, Paul Bailey, Randy Porter, Ricky Shelton via Proxy, Terri Lynn Weaver, and Tim Stribling.

Others Present: Shane Cordileone, Lynsey Hall, Tara Boyd, Garris Bugg, Sara Elmore, Rebecca Dunlap, Stacey Morrison, Tammy O'Dell, Kurt Heischmidt, Wes Hughen, Tom Every, Luke Collins, John Ward, Lisa Cross, Donovan Chumbley, Don Alexander, Jeanne Stevens, and Paul Bailey.

Ms. Virginia Solimine determined there was a quorum and called the meeting to order at 1:00 PM and welcomed Committee members and guests. After taking a moment to review the previous meeting minutes, Randy Porter made a motion to approve the February 2, 2017, meeting minutes which was seconded by Jimmy Haley. The motion passed unanimously.

At this time Stacey Morrison of TDOT discussed the project priority ranking criteria and asked Wes Hughen to discuss the projects in a bit more detail. Mr. Hughen briefly summarized each of the projects and stated that the White County project was removed from the list at the request of the City of Sparta.

Following Mr. Hughen's description of the projects, Mr. Mills discussed the Technical Committee's results and asked Ms. Solimine to share them. The rankings were as follows:

Next Step: Bid Letting Phase

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|-----------------|--|
| 1. SR-136 | S. Jefferson Ave. from near I-40 to Near SR-111 (IA) |
| 2. SR-28 US-127 | From north of I-40 to near Potato Farm Road (IA) |
| 3. SR-28 US-127 | From near Potato Farm Road to near Hollow Lane (IA) |
| 4. SR-26 US-70 | Nashville Hwy. from near SR-53 to near SR-96 (IA) |
| 5. SR-28 US-127 | From near Hollow Lane to near Lowe Road (IA) |
| 6. SR-462 PROP. | Northwest connector - from near US-127 (SR-28) to near SR-298(IA) |
| 7. SR-462 PROP. | Northwest connector - from SR-24 (US-70N) to near SR-28(US-127) in Crossville (IA) |
| 8. I-40 | ITS Expansion at Rockwood Mountain (IA) |

Next Step: Preliminary Engineering Phase

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|------------------|--|
| 1. SR-135 | N. Willow Ave. from west Broad St. to west 12th St. |
| 2. SR-96 | Martin Creek Rd. from SR-53 to US-70N (SR-24) (spot/safety improvements) |
| 3. US-70S (SR-1) | W. Main St. from west of Woodbury to new SR-1 (US-70S) east of Woodbury |
| 4. I-40 | Cumberland County rest area renovation |

A call for discussion or questions was made and with none, James Mills made a motion, seconded by Randy Porter, to adopt the Project Priority Rankings as recommended by the Technical Committee. The motion passed unanimously.

Ms. Becky Harris of UCHRA gave a presentation to the Committee concerning an IMPROVE Act Competitive Capital Grant Program. She advised that there is \$13M available across the State in year one of this program and indicated that UCHRA is requesting a Resolution on behalf of the Committee to make application for two projects under this program. The first is a \$4M project to construct a Transit Hub with an Administrative Office and facility. The grant requires a 25% match which UCHRA has secured. If funded, this project would save UCHRA

approximately \$600,000 annually in lease fees thereby providing greater funding for its transit program. The second project, which would be \$2.5M, involves placing transit shelters across all counties in the Upper Cumberland which would be located near senior housing facilities. This project would create "livable communities" for the elderly and would allow them access to transit without making a 48-hour reservation.

Following Ms. Harris' presentation, Denny Wayne Robinson made a motion, seconded by Randy Porter, to approve a Resolution allowing UCHRA to pursue an application for the IMPROVE Act Competitive Capital Grant Program. The motion passed unanimously.

Next, the Committee received the recommendation from the Technical Committee to approve the Bylaws as presented. With no further discussion, James Mills made a motion, seconded by Terri Lynn Weaver, to approve the Bylaws as presented. The motion carried unanimously.

Several speakers addressed the Committee. First was Kurt Heischmidt from the Regional Department of Health; he mentioned their promotion of physical activity and healthy food campaigns and indicated he would appreciate making connections regionally as he is relatively new to his position. Next, Sarah Elmore of TDOT addressed the Committee regarding the upcoming round of Community Transportation Planning Grants. Letters of Intent are due in December and the grant maximum will be \$125,000 with a 10% match. Donovan Chumbley of TDOT spoke briefly about FAST Act Projects which is an online project management system that provides greater transparency and encouraged members to reach out with questions. Shane Cordileone of TDOT Long Range Planning encouraged members to contact them for data or mapping needs. And lastly, Tom Every of the TDOT Safety Office reminded members of safety audit information.

Next on the agenda was a presentation by Jeanne Stevens of WSP. Ms. Stevens gave the Committee an overview of the Crossville and Cookeville Community Transportation Planning Grant projects that just wrapped up. Crossville's goal was to provide better signal control and improve downtown walk ability. They were able to inventory and map all signals and planning officials indicated that traffic patterns have changed and they didn't realize the full impact of the project until they saw the results.

The Cookeville grant focused on corridor analysis of three high-traffic areas. The outcomes of the project recommended focusing on new signal timing plans and combining their current master street plan with the corridor analysis results and creating an updated master street plan. Mr. Mills indicated the City was very pleased with the project and thanked TDOT for the opportunity.

At this time Ms. Solimine asked if there was any other business to discuss and allowed for public comments. Mark Farley stated that although it didn't involve the RPO specifically, the UCDD Board meeting is scheduled for November 21, and it will vote on the building design for the new UCDD facility. He also noted that former Senator Jim Tracy has been recently appointed as State Director for USDA-RD.

With no further business to discuss, Randy Porter made a motion, seconded by Tim Stribling, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 1:50 PM.

Center Hill RPO Technical Committee Meeting Minutes
Nick's Restaurant, Cookeville, TN
November, 16, 2017

Members Present: James Mills, Tim Begley, Shane Gannon, Chad Marcum, Clay Parker, Andy Duggin, Kevin Robinson, Kevin Rush, Mark Farley, Rebecca Harris, Tommy Lee, Butch Agee via proxy, Kenneth Carey via proxy, Scott Blaylock via proxy, and Tim Stribling via proxy.

Others Present: Shane Cordileone, Lynsey Hall, Tara Boyd, Garris Bugg, Sara Elmore, Rebecca Dunlap, Stacey Morrison, Tammy O'Dell, Kurt Heischmidt, Wes Hughen, Tom Every, Luke Collins, John Ward, Lisa Cross, Donovan Chumbley, Don Alexander, Jeanne Stevens, and Paul Bailey.

Ms. Virginia Solimine determined there was a quorum and called the meeting to order at 10:15 AM and welcomed Committee members and guests. After taking a moment to review the previous meeting minutes, Kevin Rush made a motion to approve the December 15, 2016, meeting minutes which was seconded by Chad Marcum. The motion passed unanimously.

Wes Hughen directed attention to the project prioritization matrix and briefly discussed each of the projects listed. Nine projects were listed which are ready to be prioritized and moved to the letting process. Mr. Hughen noted that the White County project (SR-111 at Taft Church Road in Sparta) has been placed on hold at this time and therefore will not factor into the Committee's priority ranking. Projects 10-13 will move onto the Preliminary Engineering phase after they are ranked.

Following Mr. Hughen's description of the projects, Stacey Morrison asked the Committee to take 15-20 minutes to rank the projects based upon the ranking criteria directions contained in the meeting packet. After everyone had sufficient time to make their rankings, Chuck Sutherland collected the score sheets and tallied the results which are as follows:

Next Step: Bid Letting Phase

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|-----------------|--|
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No official motion was made by the Committee however a roll call reflected each Committee Member agreed to the prioritization ranking above which will be presented at the Center Hill RPO Executive Committee meeting later this afternoon.

Next the Committee considered Bylaw revisions as presented in the meeting packet. Mr. Mills inquired if there had been any additional feedback since the last meeting when discussion on this topic was postponed. Ms. Solimine indicated she communicated with Committee members via email but had not received any comments or feedback from her efforts. With that, Kevin Rush made a motion, seconded by Tommy Lee, to approve the Bylaws as presented. The motion carried unanimously.

Ms. Becky Harris of UCHRA gave a brief presentation to the Committee concerning an IMPROVE Act Competitive Capital Grant Program. She advised that there is \$13M available across the State in year one of this program and indicated that UCHRA is requesting a Resolution on behalf of the Committee to make application for two projects under this program. The first is a \$4M project to construct a Transit Hub with an Administrative Office and facility. The grant requires a 25% match which UCHRA has secured. If funded, this project would save UCHRA approximately \$600,000 annually in lease fees thereby providing greater funding for its transit program. The second project, which would be \$2.5M, involves placing transit shelters across all counties in the Upper Cumberland which would be located near senior housing facilities. This project would create "livable communities" for the elderly and would allow them access to transit without making a 48-hour reservation.

Following Ms. Harris' presentation, Kevin Rush made a motion, seconded by Shane Gannon, to authorize UCHRA to pursue an application for the IMPROVE Act Competitive Capital Grant Program. The motion passed unanimously.

Next several speakers addressed the Committee. First was Kurt Heischmidt from the Regional Department of Health; he mentioned their promotion of physical activity and healthy food campaigns and indicated he would appreciate making connections regionally as he is relatively new to his position. Next, Sarah Elmore of TDOT addressed the Committee regarding the upcoming round of Community Transportation Planning Grants. Letters of Intent are due in December and the grant maximum will be \$125,000 with a 10% match. Donovan Chumbley of TDOT spoke briefly about FAST Act Projects which is an online project management system that provides greater transparency and encouraged members to reach out with questions. Shane Cordileone of TDOT Long Range Planning encouraged members to contact them for data or mapping needs. And lastly, Tom Every of the TDOT Safety Office reminded members of audit information.

At this time Ms. Solimine asked if there was any other business to discuss and allowed for public comments; there was none. She reminded the Committee that individual community meetings will be held in the spring to provide input for the upcoming Rural Regional Plan.

With no further business to discuss, Mr. Mills made a motion, seconded by Tommy Lee, to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 11:40 AM.