

Houma – Thibodaux
Metropolitan Planning Organization (HTMPO)

South Central Planning and Development Commission Office
5058 West Main Street, Gray, LA 70359
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M E E T I N G M I N U T E S
(As approved by the Policy Committee on October 16, 2008)

HTMPO Policy Committee Meeting **Date:** July 24, 2008

Meeting Location: SCPDC’s Pelican Room, Gray, LA.

In Attendance

Committee:	Terrebonne Parish President, Michel Claudet – proxy Pat Gordon City of Thibodaux Mayor, Charles Caillouet – proxy Bonnie Lafont Terrebonne Parish Council Member, Peter Lambert – Present Terrebonne Parish Council Member, Johnny Pizzolatto - Present Terrebonne Parish Council Member, Arlanda Williams –proxy Al Levron Terrebonne Parish Council Member, Clayton Voisin – Present LADOTD, Michael Stack – Present Lafourche Parish President, Charlotte Randolph –proxy Pat Matherne FHWA, Jamie Setze – Absent
Staff:	Kevin Belanger, SCPDC Leo Marretta, SCPDC Scott Leger, SCPDC Joshua Manning, SCPDC Emma Bergeron, SCPDC
Others in Attendance:	Kermit Kraemer, City of Thibodaux L.P. Ledet, Neel-Schaffer Glen Graham, GEC Dwight Fox, LADOTD Sean LeBlanc, USDA Rural Development Mitch McDonald, TPCG

Before the start of the meeting, K. Belanger introduced Mr. Shawn Leblanc of USDA Rural Development to the committee.

Agenda Item # 1
Approval of Minutes from May 15, 2008 meeting

It was motioned by J. Pizzolatto to approve the minutes from the May 15, 2008 meeting with discussion, P. Lambert and A. Levron seconded. Motion carried.

Agenda Item # 2
Public Comment

Chairman Voisin asked if there were any public comments. There being no public comments Chairman Voisin moved on to the next item on the agenda.

Agenda Item # 3

**Metropolitan Transportation Plan (MTP) Update Project
LP Ledet and Vijay K. Kunada, Neel-Schaffer, Inc**

Chairman C. Voisin introduced the next item for discussion: the Metropolitan Transportation Plan update Project. LP Ledet of Neel-Schaffer, Inc. reported to the committee that he as received notice to proceed with the MTP Update Plan. He then described the study area and explained the information needed for the modeling process. No action necessary.

Agenda Item # 4

Policy Committee Action

Form a “Project Steering Committee” to direct the MTP Update Project

L. Marretta suggested for a Steering Committee to form in order to assist with the update of the MTP. Suggested members are as follows: Assumption Parish – Mr. Martin Triche, Mr. Jimmy Clement, and Mr. Jeff Naquin. Lafourche Parish – Ms. Charlotte Randolph, Mr. Ronald Robichaux, Pat Matherne, Town of Lockport -Mayor Champagne, City of Thibodaux - Ms. Bonnie Lafont, and Mr. Kermit Kraemer. Terrebonne Parish – Mr. Michel Claudet, Mr. Pat Gordon, Ms. Joan Schexnayder, Mr. Johnny Pizzolatto, Mr. Al Levron, Mr. Greg Bush, and Ms. Jeannie Gray. Discussion ensued.

It was motioned by A. Levron for the formation of a Project Steering Committee in order to assist with the update of the MTP, seconded by P. Gordon. Motion carried.

At this point further discussion ensued concerning the MTP update process.

Agenda Item # 5

LADOTD Project Update

Lyle Leblanc, LADOTD Traffic Engineer

Chairman Voisin introduced L. LeBlanc of LADOTD to the Committee. Mr. Leblanc updated the Committee on DOTD projects in Terrebonne and Lafourche. Such projects are as follows: turn lanes on MLK from Hollywood Rd to past Academy will be redone with designated left and right turn lanes, construction of turn lane at Hwy 311 and Sugarwood is upcoming, Bayou Dularge Road overlay from Falgout Canal to Crozier, signals on LA 24 throughout Houma will be synchronized, Hwy 316 in Gray for the first mile, subsurface drainage and aggregate shoulders will be added, LA 1 in Larose is temporarily closed for repairs to the West Larose Bridge, Hwy 56 at Boudreaux Canal will be closed soon to allow for the change of the decking on the Boudreaux Canal Bridge, and work to begin in approximately the next two weeks on the construction of a left turn lane at Klondyke and Bourg Larose Hwy. No action necessary.

Agenda Item # 6

Staff Report

TIP Related Issues and Project Updates

Leo Marretta, HTMPO / Kevin Belanger, SCPDC

L. Marretta briefed the Committee on the status of the Westside Blvd (Phase B) and Acadian Road – West Projects both have fulfilled the requirements of Stage 0 and have been recommended to proceed into Stage 1.

The TIP contains a page titled Improvement Cost Estimates. DOTD has instructed the HTMPO to remove this page from their TIP because it was out of date. DOTD will assist with gathering new numbers in order to return it to the TIP. However, we have yet to receive the new numbers. These updated numbers are vital to realistically programming each project; it helps to determine how much money will be available in a given year.

The Project Cost Estimate process continues and will lead to another meeting of the policy committee to address a more realistic reprogramming of the TIP vs. adding project to the MTP. It is our goal to keep the TIP fiscally constrained and to bring us back into compliance with our annual STP fewer than 200k population anticipated funding level of approximately \$3 million per year. Discussion ensued. No action necessary.

Agenda Item # 7

Policy Committee Action

Proposed approval of UPWP Amendment #1, effective July 1, 2008, thereby adding new transit related tasks and funding to the MPO's FTA Planning Grant for human services transportation coordination efforts as per LADOTD Public Transportation staff

L. Marretta briefed the Committee on the workshop which DOTD Public Transportation held on Human Services Transportation Coordination with many of Section 5311 (rural) and Section 5310 (elderly & disabled) transit providers from around the state. Since this meeting, DOTD Public Transportation is now prepared to make \$10,000 available per year to facilitate human services transportation coordination efforts. The funding can be included in our upcoming UPWP contract renewal as a separate task from our JARC, 5311, and 5310 monies. The scope of services for these monies is as follows: quarterly meetings with the human services agencies, collect information on transportation services that are being provided, maintain the regional transportation coordination plan, and provide input to the statewide selection process for 5310, 5311, 5316, and 5317 funding. Scott Leger of SCPD&C attended the workshop. Both he and Martha Casaubon of SCPD&C will be working on this project.

It was motioned by J. Pizzolatto, seconded by B. Lafont to the UPWP Amendment #1. Motion carried.

L. Marretta spoke to Committee on the proposed UPWP Amendment #2. The following comments from Jamie Seitz of FHWA are to be included in Amendment #2: provide an organizational chart for the MPO, identify who is responsible for completing each task in the UPWP and if aided by State or consultants then the ration should be identified, a schedule for completing each task, a financial summary page identifying funding sources in addition to types, each task funding sources need to be identified, and the MPO must demonstrate how each task can be related back to the planning factors.

It was motioned by M. Claudet, seconded by A. Levron to adopt the UPWP Amendment #2. Motion carried.

Agenda Item # 8

LADOTD's Traffic Impact Policy

Dwight Fox, Statewide Traffic Impact Engineer, LADOTD, Section 27

Chairman Voisin introduced Mr. Dwight Fox, the Statewide Traffic Impact Engineer from LADOTD, Section 27 to the Committee. Mr. Fox presented a PowerPoint presentation on the LADOTD's Traffic Impact Policy. His presentation gave an overview on the new rules and regulations which are being implemented. He has offered his presentation to the MPO's Technical Advisory Committee, as well as with the building permit personnel from the parishes and towns.

Agenda Item # 9

**ITS Progress Report and the Houma Area Incident Management Team
Adam Moncivaez, Telvent/LADOTD and Glen Graham, GEC, Inc**

Chairman Voisin introduced Mr. Glen Graham of GEC. Mr. Graham gave the forum an update on Phase 3 of the Houma ITS Project. Currently ABMB is finalizing the preliminary system design and anticipates a 60% plan submittal by the end of July. The system design includes the connection of twenty-eight local centers and/or facilities on the DOTD/TPCG fiber networks. Nineteen of the local center and/or facility connections will be via fiber with the remaining nine via dedicated wireless connections. The local agencies will be responsible for communications equipment on their side of the fiber. DOTD will give viewing access of the Houma DOTD cameras and vehicle data from the DOTD roadway detectors to the centers once connected. Also, AMBM is in the process of developing a Memorandum of Understanding between the local agencies being connected to the DOTD/TPCG fiber networks. This MOU will be reviewed by DOTD's legal department before being submitted to the local agencies for final review. Once concurrence has been given by the local agencies, the MOU will be sent out the agencies for execution.

Agenda Item # 10

Other Business

L. Marretta reported that on Monday, June 30, 2008 the MPO was notified by Laura Wallace of the FTA that federal relief provisions for the hurricane affected transit community in Louisiana had been extended for one year as requested.

Agenda Item # 11

Determine date of next HTMPO Policy Committee meeting

It was agreed upon the next meeting date of the Houma-Thibodaux Policy Committee would be held on October 16, 2008 at 12:00 PM.

Agenda Item # 12

Adjournment

The motion to adjourn the meeting was made by J. Pizzolatto, seconded by A. Levron. Motion carried.

Date: August 1, 2008

Copies to: MPO Policy Committee, MPO Interested Parties List, file
