

Houma – Thibodaux  
Metropolitan Planning Organization (HTMPO)

South Central Planning and Development Commission Office  
5058 West Main Street, Gray, LA 70359  
985-851-2900

**M E E T I N G M I N U T E S**

(Approved by the HTMPO Policy Committee November 4, 2010)

**HTMPO Policy Committee Meeting**

**Date:** August 12, 2010

**Meeting Location:** SCPDC's Pelican Room, Gray, LA.

**In Attendance**

<b>Committee:</b>	Terrebonne Parish President, Michel Claudet – Present City of Thibodaux Mayor, Charles Caillouet – Proxy Bonnie Lafont Terrebonne Parish Council Member, Peter Lambert – Proxy Pat Gordon Terrebonne Parish Council Member, Johnny Pizzolatto – Present Terrebonne Parish Council Member, Arlanda Williams – Present Terrebonne Parish Council Member, Clayton Voisin – Present LADOTD, Michael Stack – Present Lafourche Parish President, Charlotte Randolph – proxy Terry Arabie Town of Lockport Mayor, Richard Champagne – Absent Assumption Parish President, Marty Triche – Absent FHWA, Jamie Setze – Present
<b>Staff:</b>	Leo Marretta, SCPDC Joshua Manning, SCPDC Scott Leger, SCPDC
<b>Others in Attendance:</b>	Kermit Kramer – BDR Pat Matherne – Lafourche Parish Government Doug Bourg – TPCG Glen Graham – ABMB Michael Cobb – ABMB Kevin Ghirardi – TGMC Sgt. Jody Blanchard – LSP Deputy Chief Gregory Boudreaux – Bayou Cane Fire Department Henri Boulet – LA 1 Coalition Emery Chauvin – LA DOTD Vickie Larke – Rep. Joe Harrison's Office Keith Faul – TPSO Harold Beck – LA DOTD Mike Watts – LA DOTD Kainen Leblanc – DDG Dennis Hebert – LA DOTD Jacob Loeske - BHI

**Call to Order**

C. Voisin called the meeting to order at 12:05pm.

**Invocation**

J. Pizzolatto led the invocation.

**Pledge of Allegiance**

B. Lafont led the Pledge of Allegiance.

**Roll Call**

L. Marretta called roll.

**Agenda Item # 1**

*Approval of Meeting Notes from May 13, 2010 Policy Committee Meeting*

It was motioned by A. Williams to approve the minutes from the May 13, 2010 meeting, M. Claudet and Terry Arabie seconded. Motion carried unanimously.

**Agenda Item # 2**

*Public Comment/Public Hearing*

Chairman Voisin asked if there were any public comments.

Carol Parr, Matherne Reality, addressed the committee in regard to safety issues on LA 3040. He stated that he believes the speed limit should be lower and that the driveway at Sam's south of Savanne Road should be closed. The explained that there are too many cars making left-hand turns and using the center turn lane as an acceleration and deceleration lane. He would also like DOTD to consider installing a traffic signal in front of Academy Sports.

M. Stack with DOTD replied to C. Parr's comments, explaining that DOTD had certain criteria that had to be met before lowering a speed limit or installing a traffic signal. He stated he was not familiar with the issues C. Parr was specifically referencing, but he would be sure to have local DOTD staff investigate.

L. Marretta said that he would like to encourage a meeting between parish officials, DOTD, and local developers to discuss potential solutions along the route.

Chairman Voisin asked if there were any other public comments.

L. Marretta commented that the MPO staff is open to and would like to encourage the public to sending in written comments via U.S. mail or email. He explained that if any member of the public would desire to submit written comments that they would be read into the record.

Chairman Voisin asked if there were any other public comments. Seeing none, he moved on.

No action necessary.

**Agenda Item # 3**

*DOTD Review*

*Mike Stack, LADOTD District 02 Administrator*

M. Stack updated the Policy Committee on DOTD District 02 projects currently under construction or soon to be let to bid. Discussion ensued.

No action necessary.

**Agenda Item # 4**

*Changes to the Current TIP  
Josh Manning, HTMPO Staff*

J. Manning reviewed administrative changes made to the TIP thus far in 2010 and presented necessary amendments for the Policy Committee to vote on (Attachment A). During this presentation, A. Williams left the proceedings and appointed A. Levron as her proxy.

It was motioned by J. Pizzolato to approve the changes to the TIP as presented by J. Manning, A. Levron seconded. Motion carried unanimously.

**Agenda Item # 5**

*Locally Funded Transportation Projects Update  
Representatives from each jurisdiction*

L. Marretta explained that, in the future, he would like for this portion of the meeting to be open for representatives from each jurisdiction to have the opportunity to update the committee on local transportation projects being funded with local money.

No action necessary.

**Agenda Items # 6**

*Transit Update  
HTMPO Staff*

L. Marretta briefed the committee on the progress being made to the new Thibodaux transit route. He explained that the next step in the process is to meet with the insurance agents, accounts, and attorneys to finalize the cooperative endeavor agreement.

S. Leger then updated the committee on the current activities of the Coordinated Human Services Transportation Plan Committee. He stated that this committee meets quarterly to coordinate the transportation needs of persons with disabilities in a better fashion. He said that the transit conference will be held in October.

L. Marretta then briefed the committee on the activities of the Louisiana Planning Council's Transit Design Studio. He explained that Mike Hollier from the Lafayette MPO is leading the project and is requesting that each MPO invest \$950 of PL funds in the studio. Marretta explained that the Houma MPO has invested in the past and recommends doing so again.

P. Gordon asked what progress has been made since the last time money was given to the studio.

L. Marretta stated that a class from the University of Louisiana at Lafayette has been making a prototype of a shorter bus as well as bus shelters. Along with the short buses, the focus is to improve the longer buses to better serve the handicapped. They've also designed bus shelters and "j-pods", which are pods on travel down interstates to help transport between cities and states. The MPO staff has seen some of these demonstration projects, but at this point it is all theoretical and academic. However, it was meant to be a research development type project, and the implementation will come in the future. The bus stops, he explained, could probably be implemented fairly soon.

J. Setz stated that the group is researching projects that are short, medium and long range. He stated that the improved bus shelters could be implemented fairly soon.

It was motioned by P. Gordon to invest \$950 of PL funds into the Transit Design Studio with the condition that Mike Hollier addresses the Policy Committee in the future on the progress on the project, B. Lafont seconded. Motion carried unanimously.

L. Marretta then updated the committee on the progress being made toward the hiring of a Mobility Manager Position within the MPO. He stated that earlier in the year, SCPDC applied for an was awarded a one-year New Freedom grant that would dedicated toward the hiring of a mobility manager/transit planner. As of now, the federal government is not requiring any matching funds because of Hurricane Katrina. If the MPO decides to apply again in the future, a local match will need to be provided.

#### **Agenda Item # 7**

*LA 1 Coalition Update and Resolution in Support of Grant Application  
Henri Boulet, LA 1 Coalition*

H. Boulet thanked the committee for supporting the LA 1 project through its past resolution in support of a Tiger Grant application. He explained that the federal government is issuing another round of Tiger Grants which the coalition would like to apply for. He explained that the coalition would be asking for less funding and, if accepted by the federal government, would then have to seek a local match.

It was motioned by P. Gordon to support the LA 1 Coalition in its application to Tiger II funds for the LA 1 project; T. Arabie and M. Claudet seconded. Motion carried unanimously.

#### **Agenda Item # 8**

*2010 FHWA Compliance Review Report  
Jamie Setze, FHWA*

J. Setz stated that the FHWA reviewed the MPO during the winter of 2009. He said that the MPO has received an outstanding review and is doing a good job.

No action necessary.

#### **Agenda Item # 9**

*Status Report on the Agreement between the State and Local Governments to Reconstitute the HTMPO  
Leo Marretta, HTMPO Staff*

L. Marretta stated that in 2009 a new MOU was signed by all jurisdictions within the MPO to reconstitute the MPO boundaries to include the Town of Lockport and a portion of Assumption Parish. He explained that the original document was submitted to DOTD but was lost somehow in the transmittal of the document to the Governor's office. As a result, it is necessary for a new original to be passed around.

No action was necessary.

**Agenda Item # 10**

*Title VI, ADA, Environmental Justice Plans  
Leo Marretta, HTMPO Staff*

L. Marretta explained that he was at a meeting on July 20<sup>th</sup> in Baton Rouge to learn about Title IV and how it applies to the MPO. He explained that the federal government is requiring that the MPO develop a Title VI plan and designate someone as a compliance officer. He explained that any jurisdiction receiving federal funds for any project should have an up-to-date plan. He then stated that Tonya Santegelo with DOTD would be invited to the next Policy Committee meeting to give more information and clarification.

No action was necessary.

**Agenda Item # 11**

*Regional Highway Safety Plan/Safe Communities Partnership  
Leo Marretta, HTMPO Staff*

L. Marretta explained that SCPDC will be spearheading the regional highway safety planning effort for the region. DOTD will be providing funding for the commission to hire a Safety Planner/Coordinator that will work with the Safe Communities Partnership and the MPO to develop the plan. He suggested that the MPO form a subcommittee that would steer the process. Currently, he stated, Greg Hood, Greg Moran, Ralph Mitchell, Darren Naquin, and Martha Cazaubon have all expressed interest in joining the committee. He asked that committee members make suggestions or appoint others to participate as well.

No action was necessary.

**Agenda Item # 12**

*HTMPO's Bicycle and Pedestrian Plan  
Leo Marretta, HTMPO Staff*

L. Marretta spoke on the need for a regional bicycle and pedestrian plan. He explained that there is a local bike club with approximately 100 members and that Terrebonne Parish has already begun to pursue funding to build bike paths along Valhi Blvd. and Westside Blvd. He also cited examples of bike and walking paths being constructed or previously constructed in Thibodaux and explained that DOTD recently completed a state plan on bicycles and pedestrians. He explained the MPO's vision to put a plan in place and suggested that a subcommittee be formed to study the issue and begin putting a plan together. Currently, Kevin

Voisin, Pat Gordon, Allan Kelly, Tim Medes, Dan Jartes, Matt Trahan, Brian Parsons, Ellen Sole, and Paul Ward have all expressed interest to volunteer for this committee.

No action was necessary.

**Agenda Item # 13**

*Other Business*

L. Marretta announced that DOTD would be conducting a webinar on August 23<sup>rd</sup> to discuss roundabouts and suggested that anyone interested in the subject attend. He then reviewed the Policy Committee meeting schedule and stated that the committee would be meeting on the second Thursday of the first month of each quarter starting in 2011.

No action was necessary.

**Agenda Item # 14**

*Next HTMPO Policy Committee Meeting*

It was announced that the next date for the HTMPO Police Committee meeting would be Thursday, November 4, 2010.

**Agenda Item # 11**

*Adjournment*

The motion to adjourn the meeting was made by P. Gordon, seconded by B. Lafont. Motion carried unanimously.

**Date:** \_\_\_\_\_

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