

MINUTES

Transportation Policy Committee Of the Regional Planning Commission For Jefferson, Orleans, Plaquemines, St. Bernard, St. Charles, St. John the Baptist, St. Tammany and Tangipahoa Parishes

December 12, 2017

Committee Members:

Officers:

Parish President Michael Yenni *Chairman*

Parish President Robby Miller *1st Chairman*

Parish President Guy McInnis *2nd Vice Chairman*

Mayor Mitchell J. Landrieu *3rd Vice Chair* **Designee:** Dani Galloway

Parish President Amos Cormier III *Secretary*

Parish President Natalie Robottom **Designee:** Laverne Toombs

Parish President Larry Cochran **Designee:** Billy Raymond

Jefferson Parish:

Councilmember At-Large Chris Roberts – **Designee:** Cherreen Gegenheimer

Mayor Tina Miceli

Lee Giorgio

Jack Stumpf

Orleans Parish:

Councilman At-Large: Jason Williams

Plaquemines Parish:

St. Bernard Parish:

Councilmember Howard Luna

Councilmember Gillis McCloskey

Charles Ponstein

Susan Klees

St. Charles Parish:

Councilmember At-Large Wendy Benedetto

St. John the Baptist Parish:

Charles Kennedy

St. Tammany Parish:

Councilman: Steve Stefancik

Richard Kelley

Bill Newton

Tangipahoa Parish:

Mayor Bob Zabbia

Council Chairman Lionnel Wells

Dr. Bonnie Lewis

DOTD

Secretary Shawn Wilson **Designee:** Chris Morvant

TPC Members:

Mayor Feddy Drennan (Slidell) **Designee:** Tim Mathison

Shelby Lasalle (GNOEC)

Glen Guillot (LMTA)

Kevin Dolliole (Aviation Director) **Designee:** Ronaldo R. Nodal

Brandy Christian (Port) **Designee:** Karley Frankic

Sharon Leader (JeT)

Mayor Mike Cooper

Attendance: 32

Consultants:

Staff: Walter Brooks, Jeff Brooks, Megan Leonard, et al



AGENDA

- 1. Consideration: Approval of the November 14, 2017 minutes
- 2. Consideration: Amendment to the New Orleans Transportation Improvement Program, Highway & Transit Elements
- 3. Consideration: Amendment to the St. Tammany Transportation Improvement Program, Highway & Transit Elements
- 4. Consideration: Amendment to the Tangipahoa Transportation Improvement Program, Highway & Transit Elements
- 5. Consideration: Consultant Selection:
Covington Bicycle Plan Feasibility Study
RPC Task MC-2.18
Amount: \$50,000
- 6. Consideration: Consultant Selection:
Marconi Drive, New Orleans Feasibility and Safety Study
RPC Task A-2.18
Amount: \$50,000
- 7. Consideration: Consultant Selection:
LA 1040 (Klein Dr. to US 51) Stage 0 Feasibility Study
RPC Task ST-2.18KD
Amount: \$35,000
- 8. Consideration: Public Comment Period
- 9. Consideration: Other Matters



President Yenni led everyone in the Pledge of Allegiance.

Following the pledge, President Yenni asked for a moment of silence for President Brister and her family.

Following the roll call by Mr. Roesel, a quorum was established. Chairman Yenni began the meeting.

1. Consideration: Approval of November 14, 2017 Minutes

Councilman Williams made a motion to approve the November 14, 2017 minutes, seconded by Councilman Stefancik and approved unanimously as noted by the Chairman.

2. Consideration: Amendment to the New Orleans Transportation Improvement Program, Highway & Transit Elements

Mr. Brooks referred the members to page 6 of the meeting packet for the amendments to the New Orleans TIP, Highway & Transit Elements, and provided a brief explanation of each item.

There being no questions or objections, the Chairman called for a motion to approve the New Orleans TIP amendments for the Highway & Transit Elements. It was so moved by Ms. Galloway seconded by Charles Ponstein and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

3. Consideration: Amendment to the St. Tammany Transportation Improvement Program, Highway & Transit Elements

Mr. Brooks referred the members to page 7 of the meeting packet for the amendments to the St. Tammany TIP, Highway & Transit Elements, and provided a brief explanation of each item.

There being no questions or objections, the Chairman called for a motion to approve the St. Tammany TIP amendments for the Highway & Transit Elements. It was so moved by Mr. Kelley seconded by Councilman Stefancik and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

4. Consideration: Amendment to the Tangipahoa Transportation Improvement Program, Highway & Transit Elements

Mr. Brooks referred the members to page 7 of the meeting packet for the amendments to the Tangipahoa TIP, Highway & Transit Elements, and provided a brief explanation of each item.

There being no questions or objections, the Chairman called for a motion to approve the Tangipahoa TIP amendments for the Highway & Transit Elements. It was so moved by President Miller seconded by Mayor Zabbia and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**5. Consideration: Consultant Selection:
Covington Bicycle Plan
Feasibility Study
RPC Task MC-2.18 Cov; FY- 18 UPWP
Amount \$50,000**

Mr. Brooks explained the purpose of this project is to conduct a feasibility study for a bicycle master plan for the purpose of linking neighborhoods with downtown Covington, schools, parks, commercial centers, and other public facilities. The study will also inventory sidewalk conditions on selected routes to identify new or missing sections necessary to comply with ADA standards.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Covington Bicycle Plan Feasibility Study RPC Task MC-2.18 Cov; FY- 18 UPWP in the Amount of \$50,000 with Digital Engineering and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by Mayor Cooper, seconded by Councilman Wells and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**6. Consideration: Consultant Selection:
Marconi Drive, New Orleans
Feasibility and Safety Study
RPC Task NO. A-2.18; FY- 18 UPWP
Amount \$50,000**

Mr. Brooks explained the purpose of this project is to develop design alternatives for the Marconi Drive corridor that increase safety for people walking, bicycling, and driving and provide connections between the existing pedestrian and bicycle facilities along Marconi and adjacent corridors.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Marconi Drive, New Orleans Feasibility and Safety Study RPC Task NO. A-2.18; FY- 18 UPWP in the Amount \$50,000 with Mather Brierre Architects and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by Councilman Williams, seconded by Dani Galloway and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**7. Consideration: Consultant Selection:
STAGE 0 FEASIBILITY STUDY
LA 1040 (Klein Drive to US 51)
Bicycle and Pedestrian Improvements
Hammond, Louisiana
RPC Task No. ST-2.18KD; FY- 18 UPWP
Amount \$35,000**

Mr. Brooks explained the purpose of this project is to conduct an evaluation and feasibility study of complete streets and general roadway improvements along and adjacent to the LA 1040 corridor between Klein Drive and US 51 (by way of Chauvin Road) in Hammond.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: STAGE 0 FEASIBILITY STUDY LA 1040 (Klein Drive to US 51) Bicycle and Pedestrian Improvements Hammond, Louisiana RPC Task No. ST-2.18KD; FY- 18 UPWP in the Amount \$35,000 with Meyer Engineers and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by Charles Ponstein, seconded by Lee Giorgio and approved

unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

12. Consideration: Public Comment Period

The Chairman asked if there was any public comment. There was none.

13. Consideration: Other Matters

Mr. Brooks informed the Board there were multiple handouts for them to look over. The first being the Obligated Projects Report, the second, the RPC Fall Newsletter and lastly the 2018 meeting dates.

There being no other matters to discuss, the Chairman adjourned the meeting and proceeded to the Regional Planning Commission Meeting.

MINUTES

**Regional Planning Commission
For
Jefferson, Orleans, Plaquemines, St. Bernard, St. Tammany and Tangipahoa Parishes
December 12, 2017**

Committee Members:

Officers:

Parish President Michael Yenni *Chairman*

Parish President Robby Miller *1st Chairman*

Parish President Guy McInnis *2nd Vice Chairman*

Mayor Mitchell J. Landrieu *3rd Vice Chair* **Designee:** Dani Galloway

Parish President Amos Cormier III *Secretary*

Parish President Natalie Robottom **Designee:** Laverne Toombs

Parish President Larry Cochran **Designee:** Billy Raymond

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Mayor Tina Miceli

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Orleans Parish:

Councilman At-Large: Jason Williams

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Councilmember Howard Luna

Councilmember Gillis McCloskey

Charles Ponstein

Susan Klees

St. Charles Parish:

Councilmember At-Large Wendy Benedetto

St. John the Baptist Parish:

Charles Kennedy

St. Tammany Parish:

Councilman: Steve Stefancik

Richard Kelley

Bill Newton

Tangipahoa Parish:

Mayor Bob Zabbia

Council Chairman Lionnel Wells

Dr. Bonnie Lewis

DOTD

Secretary Shawn Wilson **Designee:** Chris Morvant

Attendance: 25

Consultants:

Staff: Walter Brooks, Jeffrey Brooks, Megan Leonard, et al

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AGENDA

1. Consideration: Approval of the November 14, 2017 minutes
2. Consideration: Committee Reports:
 - (a) Budget and Personnel Committee
 - (b) Other Committee Reports
3. Consideration: Financial Report
 - (a) Balance Sheet of Local Activities
 - (b) Monthly Budget Report
4. Consideration: Amendment to the New Orleans Transportation Improvement Program, Highway & Transit Elements
5. Consideration: Amendment to the St. Tammany Transportation Improvement Program, Highway & Transit Elements
6. Consideration: Amendment to the Tangipahoa Transportation Improvement Program, Highway & Transit Elements
7. Consideration: Consultant Selection:
Covington Bicycle Plan Feasibility Study
RPC Task MC-1.18
Amount: \$50,000
8. Consideration: Consultant Selection:
Marconi Drive, New Orleans Feasibility and Safety Study
RPC Task A-2.18
Amount: \$50,000
9. Consideration: Consultant Selection:
LA 1040 (Klein Dr. to US 51) Stage 0 Feasibility Study
RPC Task ST-2.18KD
Amount: \$35,000
10. Presentation: RPC's Role with Economic Development
By: Vicki Hendershot, Economic Development Representative, Louisiana and Arkansas
And Maggie Woodruff, RPC Director of Economic Development
11. Resolution: City of New Orleans Funding - Membership to the Regional Planning Commission for Calendar Year 2018
12. Consideration: Cooperative Endeavor Agreement between the Regional Planning Commission and Adams & Reese, LLC for Calendar Year 2018
13. Consideration: Election of Regional Planning Commission Officers
14. Consideration: Travel Request
15. Consideration: Contract Extensions

- 16. Consideration: Consultant Billings
- 17. Consideration: Public Comment Period
- 18. Consideration: Other Matters



The Chairman called the meeting to order and noted the existence of a quorum.

1. Consideration: Approval of November 14, 2017 Minutes

The minutes from the meeting on November 14, 2017 were approved upon a motion by Charles Ponstein seconded by Richard Kelley and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

2. Committee Reports: Committee Reports:
(a) Budget and Personnel Committee
(b) Other Committee Reports

Mr. Brooks informed the Board of the Resolution that was in front of them as a handout. The resolution to amend the RPC Policies and procedures manual RE: Transition Plan to provide for continuity of RPC operations. Mr. Brooks explained Amendment No. 1 to the RPC’s Policies and Procedures Manual regarding the need for a Transition Plan to provide for Continuity of RPC Operations due to the absence, incapacity, or unavailability of the Executive Director, including the order of succession following retirement of the Executive Director.

There being no questions or objections, the Chairman called for a motion to approve the Resolution. It was so moved by Councilman Stefancik, seconded by Charles Ponstein and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

3. Consideration: Financial Report
(a) Balance Sheet of Local Activities
(b) Monthly Budget Report

Mr. Roesel referred the members to page 10-11 of the meeting packet for the balance sheet for the month ending October 31, 2017. He indicated that the RPC’s Total Assets and Liabilities, which include the Fund Balance in the amount of \$1,731,928.88.

There being no questions or objections, the Chairman called for a motion to approve the balance sheet of local activities. It was so moved by President Larry Cochran, seconded by President Cormier III and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

Mr. Roesel explained there were no budget amendments at this time.

- 4. Consideration: Amendment to the New Orleans Transportation Improvement Program, Highway & Transit Elements**
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RPC Task A-2.18
Amount: \$50,000
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RPC Task ST-2.18KD
Amount: \$35,000

Mr. Brooks requested concurrence of items 4-9 which were already recommended for approval by the members of the Transportation Policy Committee.

There being no questions or objections, the Chairman called for a motion to approve items 4-9 as these items have been already approved by the Transportation Policy Commission. It was so moved by Councilman Stefancik and seconded by Charles Ponstein and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

**10. Presentation: Presentation: RPC’s Role with Economic Development
By: Vicki Hendershot, Economic Development Representative, Louisiana and Arkansas
And Maggie Woodruff, RPC Director of Economic Development**

Mr. Brooks introduced Mrs. Woodruff and Ms. Hendershot to the board. For a copy of the presentation please contact Megan Leonard – 504-483-8525 or mleonard@norpc.org

11. Resolution: City of New Orleans Funding - Membership to the Regional Planning Commission for Calendar Year 2018

Mr. Brooks explained the resolution and asked for a motion for the Approval of the City of New Orleans funding membership to the Regional Planning Commission. There being no questions or objections, the Chairman call for a motion to approve the Resolution. It was so moved by Councilman Williams and seconded by Dani Galloway.

12. Consideration: Cooperative Endeavor Agreement between the Regional Planning Commission and Adams & Reese, LLC for Calendar Year 2018

Mr. Brooks explained the agreement and asked for a motion for the Annual Agreement for the firm of Adams & Reese, LLC to represent the Regional Planning Commission in Washington, DC, for the period of January 1, 2018-December 31, 2018. There being no questions or objections, the Chairman call for a motion to approve the Annual Agreement for the firm of Adams & Reese, LLC to represent the Regional Planning Commission in Washington, DC, for the period of January 1, 2018-December 31, 2018. It was so moved by President Robottom and seconded by President Cochran.

At this time Mr. Brooks and Mr. Roesel presented Parish President Yenni with a plaque expressing the RPC’s appreciation for being 2017 Chairman. Parish President Yenni took a few minutes to thank Mr. Brooks, Mr. Roesel and Ms. Leonard are all RPC staff for everything that is done for the region.

13. Consideration: Election of Regional Planning Commission Officers

Mr. Brooks explained the annual rotation of officers and presented to the board the Officers for 2018:

Robby Miller, Chairman Tangipahoa Parish, President	Guy McInnis, 1 st Vice Chairman St. Bernard Parish, President
Mitchell J. Landrieu, 2 nd Vice Chairman City of New Orleans, Mayor	Amos Cormier III, 3 rd Vice Chairman Plaquemines Parish, President
Patricia Brister, 4 th Vice Chairwoman St. Tammany Parish, President	Larry Cochran, 5 th Vice Chairman St. Charles Parish, President
Natalie Robottom, Secretary St. John the Baptist Parish, President	Michael Yenni, Treasurer Jefferson Parish, President

There being no questions or objections, the Chairman called for a motion to approve the Election of RPC Officers for 2018. It was so moved by President Cochran seconded by President Cormier III and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairwoman.

14. Consideration: Travel Request

Mr. Brooks explained there was no travel at this time.

15. Consideration: Contract Extensions

Mr. Brooks referred the members to a list of contract extensions on page 13. He explained the one extension was a time only extension. There being no questions or objections, the Chairman called for a motion to approve the contract extensions. It was so moved by Mayor Zabbia and seconded by Mr. Richard Kelley and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

16. Consideration: Consultant Billings

Mr. Brooks referred the members to a summary list of the consultant bills on page 14 in the meeting packet, noting that staff had reviewed each of them and favorably recommended them for approval.

There being no questions or objections, the Chairman called for a motion to approve the consultant billings. It was so moved by Mr. Kelley and seconded by Councilwoman Benedetto and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

17. Consideration: Public Comment Period

The Chairman asked if there was any other public comment. There was none.

18. Consideration: Other Matters

Mr. Brooks and Chairman Yenni informed the Board of an administration change to Section 4.5 of the Policies and Procedures Manual to address an omission in the procedures manual and to allow the RPC Executive Director to appoint his/her Deputy Director with the concurrence of the RPC Budget & Policy Committee and funding availability. This change was reviewed and approved by the B & P Committee.

There being no questions or objections, the Chairman called for a motion to approve the consultant billings. It was so moved by Councilman Stefancik and seconded by President Miller and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

The Chairman asked if there was any other matters. There was none. The Chairman adjourned the meeting.