

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

January 9th 2018

Committee Members:

Officers:

Parish President Robby Miller *Chairman*

Parish President Guy McInnis *1st Vice Chairman*

Mayor Mitchell J. Landrieu *2nd Vice Chair* **Designee:** Dani Galloway

Parish President Amos Cormier III *3rd Vice Chairman* **Designee:** John Barthelemy

Parish President Patricia Brister *4th Vice Chairwoman*

Parish President Larry Cochran *5th Vice Chairman*

Parish President Natalie Robottom *Secretary*

Parish President Michael Miller *Treasurer*

Jefferson Parish:

Councilmember At-Large Cynthia Lee-Sheng

Mayor Belinda Constant

Jack Stumpf

Orleans Parish:

Councilman At-Large: Stacy Head

Jeff Schwartz

Ronald Carrere

Plaquemines Parish:

Councilmember Benny Rouselle

Councilmember Nicole Smith Williams

Robert Hopkins

Mandrel Pansy

St. Bernard Parish:

Councilmember Howard Luna

Charles Ponstein

Susan Klees

St. Charles Parish:

Councilmember At-Large Wendy Benedetto

Councilmember Julia Fisher-Perrier

St. John the Baptist Parish:

Charles Kennedy

St. Tammany Parish:

Councilman: Steve Stefancik

Tangipahoa Parish:

Mayor Pete Panepinto

Dr. Bonnie Lewis

DOTD

Secretary Shawn Wilson **Designee:** Chris Morvant

TPC Members:

Mayor Feddy Drennan (Slidell) **Designee:** Eric Lundin

Doug Campbell (Public Belt) **Designee:** Scott Richoux

Shelby Lasalle (GNOEC)

Kevin Dolliole (Aviation Director)

Brandy Christian (Port)

Sharon Leader (JeT)

Mayor Mike Cooper (Covington)

Mayor Bob Zabbia (Ponchatoula)

Attendance:

36

Consultants:

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



AGENDA

1. Consideration: Approval of the December 12, 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: Amendment to the New Orleans Metropolitan Transportation Plan, Chapters 3, 5, and 7
6. Consideration: Amendment to the St. Tammany Metropolitan Transportation Plan, Project Development Process.
7. Consideration: Amendment to the Tangipahoa Metropolitan Transportation Plan, Project Development Process.
8. Consideration: Consultant Selection:
Traffic Signal Prioritization Veterans Memorial Blvd. Jefferson Parish
RPC Task A-1.18
Amount: \$45,000
9. Consideration: Consultant Selection:
Public Transit Strategic Plan – Jefferson Parish Transit
RPC Task JPTSP
10. Consideration: Consultant Selection:
Brownfield Environmental Services – Hazardous Sites 2017-2020
RPC Task BFEnvirServ2017-Haz
11. Consideration: Consultant Selection:
Brownfield Petroleum Services – Petroleum Sites 2017-2020
RPC Task BFEnvirServ2017-Pet
12. Consideration: Public Comment Period
13. Consideration: Other Matters



President Miller led everyone in the Pledge of Allegiance.

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

1. Consideration: Approval of December 12, 2017 Minutes

Charlie Ponstein made a motion to approve the December 12, 2017 minutes, seconded by Charles Kennedy 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 6-7 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 Councilman Luna 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 President Brister seconded by Mayor

Cooper 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 and the handout on the table 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 Mayor Panepinto seconded by Dr. Lewis 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: Amendment to the New Orleans Metropolitan Transportation Plan, Project Development Process

6. Consideration: Amendment to the St. Tammany Metropolitan Transportation Plan, Project Development Process

7. Consideration: Amendment to the Tangipahoa Metropolitan Transportation Plan, Project Development Process

Tom Haysley, RPC Planner explained to the members the need to update the Metropolitan Transportation Plan for New Orleans, St. Tammany and Tangipahoa. Stacy Head discussed hotspots and Shelby LaSalle discussed the Causeway.

There being no questions or objections, the Chairman called for a motion to amend the 3 Plans: New Orleans Metropolitan Transportation Plan, Project Development Process, St. Tammany Metropolitan Transportation Plan, Project Development Process and the Tangipahoa Metropolitan Transportation Plan, Project Development Process. It was so moved by Ms. Galloway and Ms. Leader.

**8. Consideration: Consultant Selection:
Traffic Signal Prioritization Veterans Memorial Blvd. Jefferson Parish
RPC Task A-1.18 Amount: \$45,000**

Mr. Brooks explained the purpose of this project is to prepare a systems engineering report for a Transit Signal Priority (TSP) system for Jefferson Parish, for the purpose of a pilot installation on the Veterans Memorial Boulevard corridor.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Traffic Signal Prioritization Veterans Memorial Blvd. Jefferson Parish RPC Task A-1.18 in the amount of \$45,000 with Urban Systems and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by President Yenni, seconded by Councilmember – At-Large Cynthia Lee-Sheng and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**9. Consideration: Consultant Selection:
Public Transit Strategic Plan – Jefferson Parish Transit
RPC Task JPTSP**

Mr. Brooks explained the purpose of this project is to undertake a strategic planning effort that will focus on improving Jefferson Parish Transit (JET) bus services by better aligning them with the needs of existing and potential riders.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Public Transit Strategic Plan – Jefferson Parish Transit RPC Task JPTSP with Burk Kleinpeter, Inc. and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by Mayor Constant, seconded by Robert Hopkins and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**10. Consideration: Consultant Selection:
Brownfield Environmental Services – Hazardous Sites 2017-2020
RPC Task BFEnvirServ2017-Haz**

Mr. Brooks explained as part of its commitment to sustainability and the utilization of existing infrastructure, through grants from the US Environmental Protection Agency's (EPA's) Brownfield and Land

Revitalization Program, the Regional Planning Commission (RPC) facilitates the redevelopment of Brownfield sites in our member parishes by providing environmental assessments, cleanup plans and technical assistance. To accomplish this mission, RPC is soliciting qualification statements from experienced, qualified environmental firms to perform environmental assessments and prepare cleanup plans under the RPC's Brownfield Redevelopment Program.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Brownfield Environmental Services – Hazardous Sites 2017-2020 RPC Task BFEnvirServ2017-Haz with Aerostar and to authorize the Chairman and/or Executive Director to execute any documents in connection with this project. It was so moved by Dr. Lewis, seconded by Councilman Luna and approved unanimously by the Transportation Policy members in attendance and the members of the Regional Planning Commission, as noted by the Chairman.

**11. Consideration: Consultant Selection:
Brownfield Petroleum Services – Petroleum Sites 2017-2020
RPC Task BFEnvirServ2017-Pet**

Mr. Brooks explained as part of its commitment to sustainability and the utilization of existing infrastructure, through grants from the US Environmental Protection Agency's (EPA's) Brownfield and Land Revitalization Program, the Regional Planning Commission (RPC) facilitates the redevelopment of Brownfield sites in our member parishes by providing environmental assessments, cleanup plans and technical assistance. To accomplish this mission, RPC is soliciting qualification statements from experienced, qualified environmental firms to perform environmental assessments and prepare cleanup plans under the RPC's Brownfield Redevelopment Program.

There being no questions or objections, the Chairman call for a motion to approve the Consultant Selection: Brownfield Petroleum Services – Petroleum Sites 2017-2020 RPC Task BFEnvirServ2017-Pet 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 President Cochran, seconded by Charles Kennedy 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

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
January 9, 2018**

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Officers:

Parish President Robby Miller *Chairman*

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Parish President Amos Cormier III *3rd Vice Chairman* **Designee:** John Barthelemy

Parish President Patricia Brister *4th Vice Chairwoman*

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Jefferson Parish:

Councilmember At-Large Cynthia Lee-Sheng

Mayor Belinda Constant

Jack Stumpf

Orleans Parish:

Councilman At-Large: Stacy Head

Jeff Schwartz

Ronald Carrere

Plaquemines Parish:

Councilmember Benny Rouselle
Councilmember Nicole Smith Williams
Robert Hopkins
Mandrel Pansy

St. Bernard Parish:

Councilmember Howard Luna
Charles Ponstein
Susan Klees

St. Charles Parish:

Councilmember At-Large Wendy Benedetto
Councilmember Julia Fisher-Perrier

St. John the Baptist Parish:

Charles Kennedy

St. Tammany Parish:

Councilman: Steve Stefancik

Tangipahoa Parish:

Mayor Pete Panepinto
Dr. Bonnie Lewis

DOTD

Secretary Shawn Wilson **Designee:** Chris Morvant

Attendance: 28

Consultants:

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


AGENDA

1. Consideration: Approval of the December 12, 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: Amendment to the Tangipahoa Transportation Improvement Program, Highway & Transit Elements
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11. Consideration: Consultant Selection:
Traffic Signal Prioritization Veterans Memorial Blvd. Jefferson Parish
RPC Task A-1.18
Amount: \$45,000
12. Consideration: Consultant Selection:
Public Transit Strategic Plan – Jefferson Parish Transit

- 13. Consideration: RPC Task JPTSP
Consultant Selection:
Brownfield Environmental Services – Hazardous Sites 2017-2020
RPC Task BFEnvirServ2017-Haz
- 14. Consideration: Consultant Selection:
Brownfield Petroleum Services – Petroleum Sites 2017-2020
RPC Task BFEnvirServ2017-Pet
- 15. Presentation: State of the Parish
By: Michael S. Yenni, Jefferson Parish President
- 16. Consideration: Renewal of IT Management Services Agreement with Commtech for 2018
with two annual options.
Amount: \$66,000/year
- 17. Consideration: Travel Request
- 18. Consideration: Contract Extensions
- 19. Consideration: Consultant Billings
- 20. Consideration: Public Comment Period
- 21. Consideration: Other Matters



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

1. Consideration: Approval of December 12, 2017 Minutes

The minutes from the meeting on December 12, 2017 were approved upon a motion by Councilman Stefancik seconded by Charlie Ponstein 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 his decision to retire as of September 1, 2018. The Chairman in consultation with the Budget & Personnel Committee established a transition period of six months in order to provide for the orderly and seamless transition of duties to the Deputy Director who will assume the Director’s position with compensation and full responsibilities. Mr. Brooks will continue to inform, train, and work with the newly designated RPC Executive Director, Jeffrey W. Roesel during the transition period to ensure continuity of work efforts, facilitate communications with local, state and federal partners, and provide updated budget and technical information on the status of new and on-going grants and projects being conducted by the Regional Planning Commission staff.

There being no questions or objections, the Chairman called for a motion to approve naming Jeffrey W. Roesel, Executive Director as of March 1, 2018. It was so moved by Councilman Stefancik, seconded by President McInnis 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 11-12 of the meeting packet for the balance sheet for the month ending /November 30, 2017. He indicated that the RPC’s Total Assets and Liabilities, which include the Fund Balance in the amount of \$1,916,686.42.

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 Councilman Rouselle, seconded by Councilwoman Nicole Williams 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**
- 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: Amendment to the Tangipahoa Transportation Improvement**

Program, Highway & Transit Elements

8. **Consideration:** **Amendment to the New Orleans Metropolitan Transportation Plan, Chapters 3, 5, and 7**
9. **Consideration:** **Amendment to the St. Tammany Metropolitan Transportation Plan, Project Development Process.**
10. **Consideration:** **Amendment to the Tangipahoa Metropolitan Transportation Plan, Project Development Process.**
11. **Consideration:** **Consultant Selection:**
Traffic Signal Prioritization Veterans Memorial Blvd. Jefferson Parish
RPC Task A-1.18
Amount: \$45,000
12. **Consideration:** **Consultant Selection:**
Public Transit Strategic Plan – Jefferson Parish Transit
RPC Task JPTSP
13. **Consideration:** **Consultant Selection:**
Brownfield Environmental Services – Hazardous Sites 2017-2020
RPC Task BFEnvirServ2017-Haz
14. **Consideration:** **Consultant Selection:**
Brownfield Petroleum Services – Petroleum Sites 2017-2020
RPC Task BFEnvirServ2017-Pet

Mr. Brooks requested concurrence of items 4-14 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 4-14 as these items have been already approved by the Transportation Policy Commission. It was so moved by President Brister and seconded by Jack Stumpf and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

15. **Presentation:** **State of the Parish**
By: Michael S. Yenni, Jefferson Parish President

Mr. Brooks introduced President Yenni to the board. For a copy of the presentation please contact Megan Leonard – 504-483-8525 or mleonard@norpc.org

16. **Consideration:** **Renewal of IT Management Services Agreement with Commtech for 2018 with two annual options. Amount: \$66,000/year**

Mr. Brooks explained to the board the agreement with COMMTECH for management, monitoring, and administration of all RPC core IT components and asked for the Board's favorable approval. There being no questions or objections, the Chairman called for a motion to approve the agreement with COMMTECH. It was so moved by Councilman Luna, seconded by President McInnis and approved unanimously as noted by the Chairman.

17. **Consideration:** **Travel Request**

Mr. Brooks referred Members to page 13 of the packet and pointed out 1 travel requests: one staff member (Courtney Young) requesting to attend the Work Truck and Green Truck Summit, March 6-9, 2018, Indianapolis, Indiana.

There being no questions or objections, the Chairman called for a motion to approve the travel requests. It was so moved by Mayor Constant, seconded by President Yenni, and approved unanimously by the members of the Regional Planning Commission, as noted by the Chairman.

18. **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. Mr. Brooks also informed the Board of a time only extension for LA23RR that was not listed on page 13. There being no questions or objections, the Chairman called for a motion to approve the contract extensions. It was so moved by Susan Klees and seconded by Ms. Galloway 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 President Cochran and seconded by President Robottom 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

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