

MINUTES

Committee ADA30 - Transportation Planning for Small and Medium Sized Communities
Tuesday, January 23, 2007, 1:30 PM to 5:30 PM
Washington, DC

MEMBERS PRESENT:

Jerry Schutz, Chair	BTC, AR
Stacey Bricka, Secretary	NuStats, TX
Michael Anderson	University of Alabama
Gaylord Burke	Merrimack Valley Planning Commission, CT
Jerry Everett	University of Tennessee
Jerry Faris	TSG, FL
Marsha Fiol	Virginia DOT
Jon Fricker	Purdue University, IN
Leta Huntsinger	Parsons Brinckerhoff, NC
Dane Ismart	Louis Berger Group, FL
Vicky McLane	North Front Range MPO, CO
Jeff Moore	Kentucky Transportation Cabinet
Elaine Murakami	Federal Highway Administration, WA
Ron Poole	NCDOT (retired)
Libby Rushley	Ohio DOT
Tom Schwetz	Lane Transit District, OR
A. T. Stoddard	LSC Transportation Consulting, CO
Melissa Tooley	TTI, TX
Mohan Venigalla	George Mason University, VA
Montie Wade	Texas Transportation Institute
Lynn Zanto	Montana DOT

FRIENDS PRESENT:

Janet Bell	Jefferson County, CO
Thera Black	Thurston Regional Planning Council, WA
Craig Casper	Pikes Peak Area MPO, CO
Chester Fung	FHWA
Paul Hershkowitz	Wilbur Smith Associates, MI
Steve Kale	SR Kale Consulting, OR
Sean Kennedy	VHB, VA
Sue Kimbrough	EPA
Dianne Kresich	Arizona DOT
Feng Liu	Michael Baker Corporation, MD
Chris Maciejewski	DKS Associates, OR
Liza Runey	Wilbur Smith Associates, SC
Richard Schaffer	Cochise County, AZ
Frank Spielberg	VHB, VA
Emily Stebbins	University of Vermont
Spencer Stevens	FHWA
Jienki Synn	FHWA
Katie Turnbull	Texas Transportation Institute
Gail Yazersky	GY Associates, NJ

AGENDA:

Attachment 1

(Minutes are not necessarily in the sequence in which items were considered)

1. Introductions

Jerry Schutz opened the meeting with a welcome to all attendees. Introductions took place

2. Minutes of Annual and Summer Meeting. These were approved as submitted.

3. Vice Chair's Report – AT Stoddard

a. Strategic Plan. Editorial changes/updates included:

- Research Briefs: This portion of the strategic plan was eliminated.
- Website: plan was updated to drop the TRB webboard and replace all references with the new website maintained by LCOG.
- Other: We are on track in terms of accomplishing the other objectives delineated in the strategic plan. The plan is updated as needed.

b. 2007 Annual Meeting Sessions. The committee has the following activities at the 2007 annual meeting:

- Poster Session: **Tom** represented the committee in the planning mega session with a map with all small and medium-sized MPOs across the US.
- Best Papers Session: The best papers session, moderated by **Mike** as the Nashville Technical Chair.
- General Paper Session: **Montie Wade** chaired the paper session, entitled Recent Research in Transportation Planning.
- Joint Session – co-sponsored Federal Land Agencies in the Statewide Planning Process.

c. 2008 Annual Meeting Sessions. The committee will pursue the following activities at the 2008 annual meeting, the theme of which is “partnerships.”

- Air Quality (aspects of Air Quality modeling/freight) – Vicky and Mohan
- Air Quality (partnering to meet conformity – panel?) – Vicky and Libby
- Guiding MPOs in context sensitive design – Libby and Thera
- Transit Oriented Development in Small and Medium-Sized Communities – AT and Tom
- Parking Management – AT and Gail
- Native American – Montie and Dianne

➔ **Designated Committee members** should research joint session ideas/details and update AT by April 15, 2007 so that AT can draft and post the call for papers (May deadline for posting to TRB website).

4. Subcommittee and Task Force Reports.

a. Conference. **Libby** updated the committee on the success of the 2006 Nashville conference. Total attendance was the highest ever (271!). Proceedings are ready to mail (a special thanks to Ed Christopher of FHWA for making that happen!). The committee has selected Portland, OR for the September 2008 conference and a preliminary call for abstracts is available at the annual meeting. If any committee member or friend is interested in forming a session or workshop, an abstract detailing the focus of the session/workshop, possible speakers (who have tentatively agreed), and other details of the session/workshop need to be submitted to the committee by the summer meeting.

- b. **Air Quality.** **Vicky McLane** updated us on the AQ subcommittee activities. FHWA is developing EMIT, an emissions model for small and medium-sized areas without travel demand models. EPA is developing ENMIN at the same time. The subcommittee also discussed session ideas and focused on the need for freight emission estimations as a research need. The subcommittee is co-sponsoring a conference on Transportation, Land Use and Air Quality, July in Orlando.
 - c. **Research.** **Mike Anderson** updated the committee on the research subcommittee meeting, held Monday morning. The discussions focused on identifying research synthesis topics, including tools for modeling and GIS, finance, highways passing through small towns, public involvement tools, security, and safety planning. A research idea was transit oriented development in small and medium-sized communities with bus rapid transit. Also, Mike has a student organizing the conference papers by topic for the website.
 - d. **Web.** **Tom Schwetz** confirmed that the on-line registration process was completed and used for the 2006 Conference, and will be available for future conferences. The focus now is on updating the site to remove the 2006 conference information (with thanks to our sponsors), add preliminary 2008 conference info, and provide a link for people to be added to the conference mailing list. The committee also discussed the possibility for members, friends, and students to research proactive statistics to add to the page – transportation stats for small and medium-sized areas, Tom’s poster showing small and medium-sized areas, demographic projections for 2nd home development, etc.
- ➔ **Vicky and Mike** need to email **Tom** as soon as possible with information for their subcommittee pages.
- ➔ **2008 Conference:** include sponsor information on the Proceedings CD.
5. **TRB Report.** **Kim Fisher** provided the committee with details about upcoming conferences and annual meeting details.
- a. **2006 Nashville Conference** – Kim thought this was our best ever and thanked the committee for a job well done with a small surprise.
 - b. **Research Needs.** We have TRIS (completed research), RIP (research in progress), and now Research Needs. Committee needs to populate the database by June 1, then it will be open for public review. The hope is that students, researchers, and volunteers will address topics of interest to the committee.
 - c. **Annual Meeting Stats.** There were 11,000 attendees at the annual meeting this year. 3200 papers were submitted, most in the last 24-hours. So look for staggered submission dates this year and be ready to SUBMIT EARLY. (Note: you can get access to all TRRs once you load your paper to the website. So upload a draft early on, research TRRs, then resubmit your updated paper. This also helps with citation rates for the authors.)
 - d. **Poster Sessions.** Given the increase in papers, poster sessions are becoming part of the solution for allowing more presentations and acceptance of papers. You can do a hybrid poster session (each poster author gets 5 minutes then also individual presentations at the posters) or a posters-with-a-twist where the poster session includes a portable mike and presenters each have the opportunity to present their poster. Bottom line is that posters will become more the norm and sessions are getting more creative.
 - e. **2008 Annual Conference.** This will include commercial exhibits for the first time, at the Marriott. Theme is “Partnerships for Progress in Transportation”

- f. **Kim** recognized and congratulated **Jerry Schutz** for his service as committee chair and **Libby** as incoming chair.
- **Mike** will update the Research Needs database with our committee research ideas by **June 1st**.
6. **Section update.** **Katie Turnbull** also thanked Jerry and welcomed Libby. She let us know that the session committee chairs all agreed on increased collaboration for annual meeting slots as well as regional conferences.
7. **Committee Liaisons.** Lynn distributed a list of committees and asked members and friends to confirm their committee assignments and indicate if they could serve as liaison to the committees listed that were without a member/friend assigned.
 - **Liaisons** should complete their 2007 annual meeting reports and provide those to **Lynn** by **March 10th**.
8. **ADA 30 Desk Manual.** **Mohan Venigalla** is working on converting all appendices to electronic format
9. **Presentation: Transit at the Table II.** Sean Kennedy made a presentation on a new project, updating Transit at the Table I. This will highlight collaborative planning gwith transit agencies and asked members and friends for examples in small and medium-sized communities. Suggestions included Greeley, CO; Lafayette, IN; Ohio MPOs; Richland, WA; Sierra Vista, AZ; Missoula or Billings, MT; Bowling Green, KY. Sean was also provided with the conference proceedings CD and referred to the transit papers there.
10. **Other.** The issue of community size arose again. This is open to discussion at any time and the committee can submit a recommendation for change in scope to TRB at our leisure. Also, Dane Ismart updated the committee on an FHWA project of documenting case studies of where things went wrong. Members were reminded of the public transportation and Air Quality conferences coming up this summer.
11. **Presentations.** Dianne Kresich presented on Transportation Planning in Rapidly Growing Rural Communities (see Attachment 2). Chester Fung presented on Rapidly Urbanizing Areas as well. Details from his presentation can be viewed at <http://www.fhwa.dot.gov/planning/metro/rapurbov.htm>

Attachment 1 – Agenda

TRB Committee on Transportation Planning for Small and Medium
Sized Communities

ADA30

2007 TRB Annual Meeting
January 23, 1:30 – 5:30 P.M.

Hilton
Agenda

- Introductions 10 min
 - Minutes
 - Minutes of the 2006 Meeting
 - Minutes of summer Meeting 5 min
 - Chair's report 5 min
 - Vice Chair's report
 - Strategic plan
 - 2007 Annual Meeting sessions
 - 2008 Annual Meeting sessions 10 min
 - Committee and Task reports
 - Conference 10 min
 - Air-Quality 10 min
 - Research 15 min
 - Web-Site 15 min
 - TRB Staff Representative - Kimberly Fisher 15 min
 - Committee Liaisons 10 min
 - ADA30 Desk Manual - Mohan Venigalla 10 min
 - Other business 5 min
 - Trans. Planning Policy & Process Section -
Katie Turnbull 5 min
- Focus Topic Discussion -Finance, Workforce Development, and
Transportation Institutions
- Dianne Kresich - How DOTs can use performance -based planning
to meet, or program transportation improvements for the needs
of small and medium-sized communities."
- FHWA - Model of Rural Consultation 30 min
- Around the Room Until Noon