

**Chapter 19 TND - Handbook Development Teleconference Minutes**  
**April 26, 2010, 3:30-4:15**

Those present on the call today were: Andy Tilton, John Krane, Rick Hall, Richard Diaz, Jim Harrison, Alissa Torres, Jim Burnside, Charles Balut and Rob Quigley.

After a brief discussion of the background for the TND Chapter development and subsequent decision to create a separate Handbook, the discussion moved to scheduling of future calls. Based on our discussion, we are scheduled to continue the calls as originally planned for 5/24, 6/28, 7/26, 8/23 from 3:30-5. The call in number will be the same each time and in addition to including it here, it will be in the notes of every Outlook appointment I send out shortly.

As requested, attached is the Word file for review in preparation for our next call on 5/24. Those who called in agreed to do a review of the Handbook in preparation for the next call and will be reviewing the document for format, recommendations for additional information, or other recommendations to improve the content, graphics or format. Reviews of the Handbook should be done in a strikeout/markup format in Word and transmitted to Billy by 5/17 close of business. This will allow distribution to the rest of the committee in preparation for the subsequent call.

The Handbook will be organized such that each section supports the corresponding section in the TND Chapter 19, but we have much more flexibility in the content, etc. The Handbook will also be reviewed in coordination with the new ITE Practice: Design Walkable Urban Thoroughfares: A Context Sensitive Approach to ensure that references to that document reflect the recent version. The magenta highlights in the document are a reminder that the figures need to be updated, and as soon as Billy remembers the purpose of the yellow highlights, he will share that information.

As we move forward through the coming months, Rob Quigley will update the group on the status of the rulemaking process. Thanks for your participation in the call.

**Billy L. Hattaway**