SUMMARY OF MINUTES

Ms. Pragati Srivastava called the meeting to order at 1:38 PM. In addition to Ms. Pragati Srivastava, the following voting members were present at the meeting:

- Perry Brown, MDOT
- Frank McPhail, Collierville
- Carlos McCloud, TDOT
- Rick McClanahan, Bartlett
- Bob Evans, Shelby County
- Ted Garrod, Desoto County
- Steve Hill, Arlington
- John Lancaster, MATA
- Esther Sykes-Wood, Fayette County
- Ed Hargraves, Lakeland
- Mayor Chester Cocke, Braden
- Carlos McCloud, TDOT
- Tim Gwaltney, Germantown
- Jason Allen, Horn Lake
- Darren Sanders, Shelby County
- Darek Baskin, Millington
- James Hay, Airport Authority
- John Cameron, Memphis
- Pat Brown, Gallaway
- Manny Belen, Memphis
- Larry Smith, SCHD
- Bob Rogers, SCHD
- Stephen Edwards, Memphis
- Ordis Copeland, TN ECD
- Bob Wenner, Wolf River
- Kerry Roby, Pickering
- Alex Shoemaker, KHA
- Patrick Neal, Pickering
- Russ Brasfield, BWSC
- Alan Jones, TDOT

The following Interested Individuals were present:

- Stacey Morris, ETI
- Amanda Meadows, Waggoner Eng.
- Jimmy Dickerson, Buchart Horn
- Mark Grey, Buchart Horn
- Nisha Powers, Powers Hill
- Austin Cardosi, Horn Lake
- Collin Simpson, Waggoner
- Douglas Dretz, Tetra Tech
- Brian Copeland, MDOT
- Mike Merry, MDOT
- Linda Tidwell, TDOT

The following Ex-officio members were present:

- Bobby Williams, West Memphis MPO

The following MPO Staff members were present:

- Sajid Hossain
- Kate Horton
- Andrew Ray
- Kwasi Agyawa
- Mitchell Lloyd
- Kyle Wagenschutz
- Linda Kay Lawrence

A quorum was present.
1) **Call to Order @ 1:38 PM**

Mr. Mitchell Lloyd gave an overview and demonstration of the iPads.

2) **Approval of February 6, 2014 Minutes**

Mr. James Hay moved to approve the minutes as presented; Mayor Chester Cocke seconded the motion and the motion carried without dissent.

3) **Memphis MPO Administrator’s Report**

   a. MS LPA Meeting at the DeSoto County Administration Building, Hernando – May 8th at 10am

   b. TDOT MPO Conference at Pickwick Landing State Park (May 13th – May 16th)
      
      - Ms. Pragati Srivastava stated that the MPO Planners would be out of the office during this time.

   c. TDOT Local Program Full-Day Training at the Shelby County Code Enforcement Building – May 20th
      
      - Mr. Steve Hill asked what topics would be discussed at the TDOT Training Workshop. Ms. Pragati Srivastava stated that she was unsure of anything at this time but asked if Mr. Carlos McCloud could please share any details that he knew.
      
      - Mr. Darek Baskin asked if it is a certified course. Ms. Pragati Srivastava replied that it probably is.

4) **Approval of the Unified Planning Work Program (UPWP) FY 2015**

Ms. Pragati Srivastava provided an overview of Agenda Item #4.

Mr. Kwasi Agyakwa gave a presentation on Agenda Item #4.

Mr. Steve Hill moved to approve the 2015 UPWP as presented; Mr. James Hay seconded the motion and the motion carried without dissent.

**NO QUESTIONS/COMMENTS**

5) **Amendment to the Roadway Functional Classification System: SR-14, TN**

TDOT is requesting to change the functional classification from Rural Minor Arterial to Urban Principal Arterial for a section of Austin Peay Highway/SR-14 from Covington Pike to the Bartlett city limit.

Ms. Pragati Srivastava provided an overview of Agenda Item #5.

Mr. Darren Sanders moved to approve the Amendment to the Roadway Functional Classification System for SR-14 as presented; Mr. Rick McClanahan seconded the motion and the motion carried without dissent.

**QUESTIONS/COMMENTS**

Mr. Darren Sanders asked if something needed to be removed from the Roadway Functional Classification System to add this road in.

Ms. Pragati Srivastava stated that this was a small section of roadway and no other changes should need to be made to the Roadway Functional Classification to offset the addition.
6) Approval of the MOA between MDOT and the Memphis MPO for TIP Amendments and Adjustments

Ms. Pragati Srivastava provided an overview of Agenda Item #6.

Mr. Ted Garrod moved to approve the MOA between MDOT and Memphis MPO for TIP Amendments and Adjustments as presented; Mr. Jason Allen seconded the motion and the motion carried without dissent.

NO QUESTIONS/COMMENTS

7) FY 2014-17 Transportation Improvement Program (TIP) Project Tracking

Mrs. Kate Horton gave a presentation on Agenda Item #7.

NO QUESTIONS/COMMENTS

8) FY 2014-17 Transportation Improvement Program (TIP) Amendments

Ms. Pragati Srivastava gave an overview of Agenda Item #8.

Mr. Bob Evans moved to approve the FY 2014-17 TIP Amendments as presented; Mr. Tim Gwaltney seconded the motion and the motion carried without dissent.

For the record: Mr. Steve Hill abstained due to Powers-Hill being involved in the Elvis Presley Project.

TN Local Road TIP Amendments

a. TIP Amendment ENH-2010-01: Elvis Presley Blvd
The City of Memphis is requesting to amend the TIP by adding $3,600,000 in federal STPs funds that were included in the FY 2011-14 TIP, but were not carried-over. The funds are added back into the TIP for FY 2014 to include PE-D, ROW, and Construction for obligation. The Elvis Presley Blvd project is from Shelby Drive to Brooks Road.

Transit Amendments

b. TIP Amendment 5310-2014-01: Capital Equipment
TDOT is requesting to amend the TIP by adding the Capital Equipment project for FY 2014, $107,538 in federal FTA Section 5310 funds to purchase 2 Rear Lift Conversion Vans, 1 Cutaway Minibus, and 1 Center Aisle Raised Roof Passenger Van for Shelby Residential & Vocational Services Inc.

c. TIP Amendment 5310-2014-02: Capital Equipment
TDOT is requesting to amend the TIP by adding the Capital Equipment project for FY 2014, $34,014 in federal FTA Section 5310 funds to purchase 1 Passenger Bus for Goodwill Homes Community Services, Inc.

d. TIP Amendment 5307-2014-01: Jobs Access/Reverse Commute Bus Service
MATA is requesting to amend the TIP by adding the Jobs Access/Reverse Commute (JARC) project for FY 2014, $75,000 in federal FTA Section 5307 funds to provide a new bus service in the northeastern part of Memphis along Goodlett Farms Parkway.
8) **Presentation**
   a. CMAQ Project Delivery – TDOT, Alan Jones
      • Currently there is a backlog of CMAQ projects in the Memphis MPO TIP that TDOT would like to see obligated.
      • Existing projects in the TIP do not have priority for funding obligation; if newly awarded CMAQ projects are ready to have their funds obligated they will happen first.
      • If there is a problem with the process please contact Alan Jones, TDOT and he will work with the local agency to get the project moving.
      • The priority is to get the funds obligated by end of FY 2014.
      • Last year TDOT transferred 18 million in CMAQ funds to STP. If there is a balance of CMAQ funds at the end of FY 2014, an additional amount of CMAQ funds may be transferred to STP funds.

**QUESTIONS/COMMENTS**

Mr. Darek Baskin requested having a meeting with all of the stakeholders to see where the delays were coming from and to come up with solutions to push the projects forward.

Ms. Pragati Srivastava agreed that this would be a good idea.

9) **Other Business**
   a. Next Scheduled ETC Meeting: August 7, 2014 1:30pm, Location: UT Health Science Center

10) **Adjourn @ 2:35 PM**

*NOTE: The meeting minutes are a summary of the meeting. If you would like to review the tape recording of the entire meeting you may do so by scheduling an appointment with Kate Horton, Transportation Planner at (901) 576-7218.*