Memphis Urban Area Metropolitan Planning Organization (MPO)  
Transportation Policy Board  
Thursday, February 20, 2014 1:30 PM  
UT Health Science Center – Student Alumni Building  
800 Madison Avenue - Memphis, Tennessee

SUMMARY OF MINUTES

Mayor A C Wharton called the meeting to order at 1: 32 P.M. In addition to Mayor Wharton, the following voting members were present at the meeting:

Supervisor Lee Caldwell Desoto Co.  
Perry Brown MDOT  
Chris Thomas Lakeland  
Ron Smith Southaven  
Austin Cardosi Horn Lake  
Mayor Mark Luttrell Shelby County  
Esther Sykes-Wood Fayette County  
Mayor Stan Joyner Collierville  
Mayor A. Keith McDonald Bartlett  
Mayor Sharon Goldsworthy Germantown  

Interested Individuals present:

Tom Needham Shelby County  
Kerry Roby Pickering  
Brian Copeland MDOT  
Ricky Dye MDEQ  
Tom Haysley Desoto County  
Bob Wenner Wolf River  
Frank McPhail Collierville  
Rick McClanahan Bartlett  
Aury Kangelos TDOT  
Dennis Lynch Sierra Club  

The following MPO Staff members were present:

Pragati Srivastava  
Sajid Hossain  

A quorum was present.
1) **Approval of November 21, 2013 Minutes**

Mayor A. Keith McDonald moved to approve the minutes as presented; Mayor Sharon Goldsworthy seconded the motion; and the motion carried without dissent.

2) **Transportation Policy Board Election**

   a) **Chairman**
   Mayor Sharon Goldsworthy nominated Mayor Mark Luttrell for Transportation Policy Board Chairman. Mayor A. Keith McDonald moved to cease nominations; Mr. Chris Thomas seconded the motion; and the motion carried without dissent.
   
   Mayor Mark Luttrell made remarks in appreciation of his nomination and accepted the position of Chairman.

   b) **Vice Chairman**
   Mr. BJ Page nominated Mayor A. Keith McDonald for Transportation Policy Board Vice Chairman. Mayor Mark Luttrell moved to cease nominations; Mr. Chris Thomas seconded the motion; and the motion carried without dissent.

3) **Election of Transportation Policy Board Representative for Freight Committee**

   Mr. James Hay nominated Mayor AC Wharton, as Transportation Policy Board Representative for the Freight Committee. Mayor A. Keith McDonald moved to cease nominations; Mayor Mark Luttrell seconded the motion; and the motion carried without dissent.

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

   a. **2014-17 TIP Project Tracking (Update May 2014)**
   b. **Paperless Meeting Technology Update**
   - Moving forward with plan to implement the paperless meeting technology
   c. **Regional Transportation Plan (RTP) Update- Livability 2040**
   - Started the process with the release of three MPO Livability videos, featuring Mayor AC Wharton and Mayor Sharon Goldsworthy, Mayor Mark Luttrell and Desoto County Supervisor Mark Gardner, Mayor Keith McDonald and Mayor Rhea “Skip” Taylor
   d. **MPO current RFQs**
   - Mr. John Lancaster made a motion to authorize MPO Staff to set up selection committees for RFQ’s associated with the RTP. BJ Page seconded the motion and the motion carried without dissent.
   - Mayor A. Keith McDonald nominated John Lancaster of MATA to serve as the chair of the RFQ selection committee. Mr. Chris Thomas seconded the motion and the motion carried without dissent.
   e. **MPO Studies Update- Bike and Pedestrian Plan Update, Household, Freight, Bike Ped and Transit Travel Survey, Coordinated Human Services Plan Update.**
   - The Bike and Pedestrian Plan Update is underway and has an anticipated completion date of November 2014. A public meeting to kick-off the Bicycle and Pedestrian Plan is scheduled for March 26, 2014 at the Memphis Central Library. Additional meetings will be scheduled in the future.
   - The Coordinated Human Services Plan was last completed in 2007. The updated plan will be completed jointly by MPO staff and MATA staff.
f. Air Quality State Implementation Plan (SIP) Amendment – Shelby County Health Department
   - Mayor Mark Luttrell thanked Mr. Bob Rogers for work done by he and his staff
   - Mr. Bob Rogers stated that Public comments for SIP can be sent directly to Shelby County Health Department through March 14th.
   - There will be public hearings on the SIP Amendment on March 4, 2014 at 6:00 PM at the Benjamin Hooks, Jr. Central Library and March 6, 2014 at 6:00 PM in Millington at the Baker Community Center.
   - The plan modifies the 2010 Ozone maintenance plan to remain within air quality conformity with the elimination of the vehicle emissions testing program in Memphis.
   - The plan is available for review on the website: www.midsouthcleanair.com

QUESTION/DISCUSSION:
Mr. Dennis Lynch asked since there are no comments so far to date, are they working with an extensive email contact list?
Mr. Bob Rogers responded they have a very large email list, including the MPO contact list which contains approximately 800 people.

Mr. Chris Thomas asked if vehicle inspection is totally gone, or is it something the county will eventually have to administer.
Mr. Bob Rogers stated if this SIP amendment is approved, then inspection vehicle stations are gone at the present time, but not necessarily forever, as there could be a future needed if and when air-quality standards change. The EPA is expected to propose a new ozone standard later this year.

g. New MPO Planner, Mr. Kwasi Agyakwa was introduced to the Board.
h. The MPO was informed by the Website consultants, that the new logo design received an advertising award.
i. The MPO has opened a twitter account with the username @MemphisMPO

5) Amendment to the Memphis MPO Bylaws
   Overview by Ms. Pragati Srivastava

Mr. John Paul Shaffer gave a presentation

No Action required on this item at this time.

DISCUSSION/COMMENTS/QUESTIONS:

Mayor A. Keith McDonald, referencing page 8 article 9, asked who is the Secretary.
Mayor Sharon Goldsworthy answered that it is the MPO Administrator.

Mayor AC Wharton asked what prompts the need for additional members, and what prompts the need for this discussion with respect to the critical vote?
Ms. Pragati Srivastava stated that when the boundary process was approved by the board in November, the new boundary added four additional members and an amendment to the by-laws are needed to reflect this.

Mayor AC Wharton asked if the addition of new members brings in additional funds.
Ms. Pragati Srivastava stated no, funding is based on the urbanized area. In order to access MPO funds there are multiple criteria that any project will still need to qualify for.

Mayor Mark Luttrell asked if there is a requirement that the by-laws include a critical vote process. Ms. Srivastava stated under federal guidelines there are no such requirements. This decision is up to the MPO Policy board.

Mayor Sharon Goldsworthy stated that when adopting the by-laws in the past, a critical vote scenario was included in case an issue ever arose that was deemed appropriate to use a weighted vote. It has never been necessary to make a decision with a critical vote.

Mayor Sharon Goldsworthy asked for clarification on Article 4; if the chair position should ever become vacant, should the by-laws have the Vice-Chair assume the position?

Ms. Pragati Srivastava indicated that the situation has never come up before but the language can be edited to include that in that situation the Vice-Chair would become the Chair and election would be held for Vice Chair.

Mr. BJ Page stated that on Page 5 of Article 7, the ETC is defined as technical professionals from the engineering office of each jurisdiction. He indicated that some jurisdictions do not have engineering offices and suggested that in order to not narrowly define eligible committee members, the language could be changed to simply ‘technical professionals from each jurisdiction’ so that it is not limited to engineers.

Ms. Esther Sykes-Wood stated that the Fayette County population is more than the listed 18,000. Mr. John Paul Shaffer clarified that the 18,000 figure only represents the portion of Fayette County that is within the new MPO boundary.

Mr. Dennis Lynch stated the Sierra Club is appreciative of many of the changes to the amended by-laws. The Sierra Club would like to encourage the City of Memphis to always consider use of the critical vote when major changes are being considered.

Ms. Pragati Srivastava stated the Staff recommends a Special Call meeting to adopt the amended By-Laws. At the May TPB meeting the new members can be invited and introduced to the Board.

6) **MATA and Memphis MPO Agreement**

Overview by Ms. Pragati Srivastava

Mr. Chris Thomas moved to approve the MATA and Memphis MPO Agreement as presented; Mr. B J Page seconded the motion; and the motion carried without dissent.

**QUESTIONS/COMMENTS:**

Mayor A. Keith McDonald asked how is the MATA board assembled and is there any other jurisdiction representation eligible?

Mr. John Lancaster stated the board is appointed by the Mayor of Memphis.
Mayor McDonald stated he has received calls concerning the MATA Plus bus which does not extend service any further than Wolfchase Mall. Service is not reaching people who really need it.
Mr. John Lancaster stated MATA Plus cannot go past ¾ mile from existing bus routes, a mandate which is set forth by the federal government.

Mayor McDonald stated that there should be a way for more citizens to have service.
Mayor AC Wharton stated that much of what is done is controlled by Federal Laws and Federal Regulations. The City of Memphis is open for anyone to sit down at the table and meet with the Board. Mayor Wharton further stated the City of Memphis would love to expand service to other communities through cooperative agreements.

Mr. John Lancaster stated that several years ago MATA Plus service was offered to all of Shelby County but it also had to increase the fare. The service was ended due to rising costs.

Mayor AC Wharton suggested having discussion about Transit at future MPO meetings.

7) Amendment to the Roadway Functional Classification System: Nail Road, MS
Overview by Ms. Pragati Srivastava

Mr. Lee Caldwell moved to approve Amendment to the Roadway Functional Classification System as presented; Mr. B J Page seconded the motion; and the motion carried without dissent.

8) Approval of CMAQ Project Proposal List to TDOT
Overview by Ms. Pragati Srivastava

Presentation by Sajid Hossain

Mayor AC Wharton moved to approve CMAQ Project Proposal List as presented; Mayor Stan Joyner seconded the motion; and the motion carried without dissent.

No Questions/Comments

9) Unified Planning Work Program (UPWP) FY 2015 Major Tasks and Timeline
Overview by Ms. Pragati Srivastava

No Questions/Comments

10) 2014-2017 Transportation Improvement Program (TIP) Amendments
Overview by Ms. Pragati Srivastava

No Questions/Comments

Mayor A. Keith McDonald moved to approve 2014-2017 TIP Amendments; Mr. Lee Caldwell seconded the motion; and the motion carried without dissent.
MS Local Road TIP Amendments

a. TIP Amendment MS-LSTP-2002-02: Getwell Road
   Amend the TIP by adding the Getwell Road project for FY 2014 construction. The Getwell Road project is from Goodman Road to the Tennessee State Line and was included in the 2011-14 TIP. An additional $689,597 in federal STP funds has been added for construction.

b. TIP Amendment MS-LSTP-2012-02: Tulane Road Connector
   Amend the TIP by adding the Tulane Road Connector project for FY 2014 construction. The Tulane Road Connector project is from north of Goodman Road to Pentail Drive and was included in the 2011-14 TIP.

TN Local Road TIP Amendments

c. TIP Amendment STP-M-2011-05: Douglas and Airline Intersection Improvements
   Amend the TIP by removing the Douglas and Airline Intersection Improvements project; $1,101,000 in federal STP funds project funds were obligated in the 2011-14 TIP for construction.

d. TIP Amendment ENH-2013-01: Bike and Pedestrian Connector – Phase 2A & B
   Amend the TIP by adding the Bike and Pedestrian Connector – Phase 2A & B Transportation Alternatives Program (TAP) project. The project includes bike and pedestrian facilities along Memphis-Arlington Road between Milton Wilson and Jetway to connect Arlington Elementary and Middle schools and was included in the 2011-14 TIP.

e. TIP Amendment STP-M-2014-01: SR-57 Widening
   Amend the TIP by changing the extents of the SR-57 (Poplar) widening project to extend from Collierville-Arlington Road to SR-385. The City of Piperton has removed their portion of the widening project from SR-385 to SR-196 and the federal STP funds for PE-N and PE-D have been reduced by $750,000 as a result of the shortening of the project.

Congestion Mitigation and Air Quality (CMAQ) Amendment

f. TIP Amendment CMAQ-2011-01: Vehicle Fuel Cap Replacement Program
   Amend the TIP by removing the Vehicle Fuel Cap Replacement project; the total project cost is $716,250 of which $573,000 was from federal CMAQ funds and the remaining $143,250 was from local match funds.

12) Presentations
      Presentation by Mr. James Collins

      No Questions/Comments

13) Other Business
   a) Next Scheduled TPB Meeting: May 29, 2014 1:30pm, Location: UT Health Science Center

      COMMENTS:

      Mr. Dennis Lynch announced the Sierra Club is sponsoring a movie Sunday, March 2; 2:00 PM @ the Brooks Museum. Also, the Sierra Club will have a Public Participation discussion at the Central Library on April 28th.

      Mayor Mark Luttrell asked that the Committee be made aware of any more comments on the By-Laws and adjourned the meeting at 2:55PM
14) **Adjourn at 2:55 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 Andrew Ray, Transportation Planner at (901) 576-7216.