Memphis Urban Area Metropolitan Planning Organization (MPO)
Engineering and Technical Committee
Thursday, April 19, 2018 10:00 AM
UT Health Science Center – Student Alumni Building
800 Madison Avenue - Memphis, Tennessee

Note: Please fill out a comment card and turn into a MPO staff member to be given the opportunity to speak on any of the agenda items. Comment cards must be submitted before the agenda item is brought to the floor. You will be given up to two minutes to provide your comments.

1) Call to Order

2) Approval of February 8, 2018 Minutes ⇐ ACTION

3) CMAQ Performance Measures (Tri-State Targets) ⇐ PRESENTATION + ACTION

4) TDOT/MPO Unobligated Balance ⇐ UPDATE

5) Memorandum of Understanding (MOU) – TDOT, Memphis MPO and MATA ⇐ ACTION
   Approval of MOU between TDOT, Memphis MPO and MATA for cooperatively developing, sharing and reporting information related to performance measures and performance targets.

6) Roadway Functional Classification Amendments ⇐ ACTION
   The Memphis and Shelby County Port Commission along with the City of Memphis, is requesting to amend the functional classification on Presidents Island, by extending the Harbor Avenue and Channel Avenue to Buoy Street as Urban Major Collector, adding Buoy Street as Urban Major Collector and reclassifying Pier Street to Urban Local. Staff have reviewed the requests and recommends approval.

7) Other Business
   i. Next Scheduled ETC Meeting: August 2, 2018 1:30 pm, Location: UT Health Science Center

8) Adjourn
Ms. Pragati Srivastava called the meeting to order at 1:31 PM. The following voting members were present at the meeting:

- Gary Scruggs (TDOT)
- Bennie Hopkins (DeSoto County)
- Perry Brown (MDOT)
- John Cameron (Horn Lake)
- B. J. Page (Olive Branch)
- John Cameron (Southaven)
- Christopher Pate (Oakland)
- Perry Brown (Shelby County)
- Kevin Eason (Shelby County)
- Perry Brown (Arlington)
- Rick McClanahan (Bartlett)
- Frank McPhail (Collierville)
- Tim Gwaltney (Germantown)
- Emily Harrell (Lakeland)
- Randall Tatum (Memphis)
- Terry Glover (Memphis)
- Jason Dixon (Millington)
- James Hay (MSCAA)
- John Lancaster (MATA)

The following Ex-officio members were present:

- Eddie Brawley (W. Memphis MPO)

The following Interested Individuals were present:

- Antoine Hawkins (TDOT)
- Mark Grey (Buchart Horn)
- Dennis Lynch (Sierra Club)
- John Haas (Tenn Traxx)
- Andy Pinkley (Buchart Horn)
- Amanda Meadows (Waggoner Engineering)
- Bob Rogers (SCHD)
- Ed Hargraves (A & H)

- Brian Copeland (MDOT)
- Kenny Monroe (Kimley-Horn)
- Ben Ledsinger (SSR)
- James Stokes (Bass River Advisors)
- Wain Gaskins (Cannon & Cannon, Inc.)
- Greg Dotson (Neel-Schaffer)
- Warren Goodson (W. H. Porter)
- Peter Kauffman (BWSC)

The following MPO Staff members were present:

- Mavrick Fitzgerald
- Jordan Smith
- Kate Horton
- Betty Turner
- Sajid Hossain
- Zylavian Watley
- Alvan-Bidal Sanchez
- Jennifer Marshall (intern)

A quorum was present.
MEMPHIS URBAN AREA METROPOLITAN PLANNING ORGANIZATION (MPO)
ENGINEERING AND TECHNICAL COMMITTEE
Thursday, February 8, 2018 1:30 PM
UT Health Science Center – Student Alumni Building
800 Madison Avenue - Memphis, Tennessee

1) **Call to Order @ 1:31 PM**

2) **Approval of November 2, 2017 Minutes:**

   Mr. Darren Sanders moved to approve the minutes as presented; Mr. James Hay seconded the motion and the motion carried without dissent.

   **NO DISCUSSION/QUESTIONS**

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

   Ms. Pragati Srivastava gave a brief overview of the following items:

   a) 2017 State of MPO Report
   b) 2017 Bicycle and Pedestrian Report
   c) CMAQ Performance Measures
   d) FY 2017-20 TIP Project Status Meeting with TDOT - February 15th at 10:00 am, TDOT TMC
   e) TDOT Multimodal Design Guidelines Review – Comments Due February 16th
   f) Next Quarterly MPO Meeting Date Changed to April 19th – 10:00 am (ETC) & 1:30 pm (TPB)
      TIP Amendment Due Date (April Amendments) – February 16th

   **NO DISCUSSION/QUESTIONS**

4. **2050 RTP Update:**

   Mr. Kenny Monroe gave a presentation on the Livability 2050 RTP Update.

   a) **Goals and Objectives**

   Mr. Tim Gwaltney moved to approve the 2050 RTP Goals and Objectives as presented; Mr. Jason Dixon seconded the motion and the motion carried with majority voting in affirmation and one opposition from City of Bartlett.

   **DISCUSSION/QUESTIONS**

   Mr. Rick McClanahan noted that the performance measures (PMs) are covering only National Highway System (NHS) and no local roads. Ms. Srivastava responded that the PMs are federal performance measure established by the Congress hence reflect mainly NHS related measures.

   Mr. BJ Page was concerned if the measure were only covering NHS and no local roads, which are generally not part of NHS, inquired if local roads can be added.
Ms. Srivastava informed the members that many requirements were occurring at the federal level, she also stated that having data at local level was challenging but that doesn’t preclude us from analyzing the entire system as part of the planning process.

Dennis Lynch provided comments/objections related to items 4a and 4b: Scoring criteria, wanted to know if there would be any comparisons between previous projections; too many meetings outside of Memphis, more reviews of climate change, movement of freight by rail instead of trucks, more bicycle pedestrian related strategies.

Ms. Srivastava responded that projections have not changed, the RTP is just getting started and alternative modes of transportation, vehicles, etc. will be considered as part of RTP development.

b) Reaffirming Socio Demographic Projections

Darren Sanders moved to approve the 2050 RTP Reaffirming Socio Demographic Projections as presented; Rick McClanahan seconded the motion, and the motion carried without dissent.

NO DISCUSSION/QUESTIONS

5) Other Business

a) Next Scheduled ETC Meeting: April 19, 2018 10:00 am, Location: UT Health Science Center

DISCUSSION/QUESTIONS

Mr. BJ Page wanted to know why we were holding both meetings on the same day?

Ms. Srivastava responded that both the meetings will be held the same day, ETC in the morning and TPB in the afternoon. The change is related to the MPO meeting the deadline established by the 3 State DOTs for the CMAQ performance measure.

Mr. Rick McClanahan asked if there would be a workshop on the CMAQ PM?

Ms. Srivastava responded the workshop will be held to present the PM before adoption.

6) Adjourn @ 2:04 PM

Mr. James Hay moved to Adjourn the meeting; Mr. Rick McClanahan seconded the motion. The meeting was adjourned at 2:04 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) 636-7218.
ETC Item #3

A RESOLUTION
BY THE
TRANSPORTATION POLICY BOARD
OF THE
MEMPHIS URBAN AREA METROPOLITAN PLANNING ORGANIZATION
ADOPTION TO SUPPORT THE TRI-STATE CMAQ PERFORMANCE MEASURE TARGETS
COVERING THE MEMPHIS TN-MS-AR URBANIZED AREA

RESOLUTION #2018-02

WHEREAS, the Memphis Urban Area Metropolitan Planning Organization (MPO) is the organization responsible for planning an efficient transportation system in the Memphis Metropolitan Planning Area and for the appropriate use of federal transportation funds in that area; and

WHEREAS, the Moving Ahead for Progress in the 21st Century (MAP-21), was signed into law on July 6, 2012, followed by the Fixing America’s Surface Transportation (FAST) Act, which was signed into law on December 4, 2015, mandating the establishment of a performance and outcome based program for transportation decisions; and

WHEREAS, State DOTs and MPOs are required to establish targets on measures identified in 23 Code of Federal Regulations (CFR) 490; and

WHEREAS, 23 CFR Part 490 – Subpart G -the Congestion Mitigation and Air Quality (CMAQ) Performance Measures, requires single, unified targets be established, by the Memphis MPO, the West Memphis MPO, the Tennessee Department of Transportation (TDOT), the Mississippi Department of Transportation (MDOT), and the Arkansas Department of Transportation (ArDOT) which applies to the entirety of the tri-state Memphis TN, MS, AR Urbanized Area for two measures - the annual hours of Peak Hour Excessive Delay (PHED) per capita, and the percent of Non-Single Occupancy Vehicles (SOV) travel, as depicted in Table 1, attached to this resolution; and

WHEREAS, the Memphis MPO, the West Memphis MPO, TDOT, MDOT, and ArDOT, held regularly scheduled meetings to coordinate efforts and establish single, unified targets for the tri-state area; and

WHEREAS, Memphis MPO staff conducted a CMAQ Performance Measure workshop on March 27, 2018 to confer with its Engineering and Technical Committee (ETC) and to coordinate with TDOT, MDOT, ArDOT, West Memphis MPO, and Federal Highway Administration (FHWA); and

WHEREAS, the Engineering and Technical Committee has reviewed the targets and has recommended approval of the CMAQ Performance Measure Targets for the Tri-State Memphis TN, MS, AR Urbanized Area to the Transportation Policy Board (TPB);

NOW, THEREFORE, BE IT RESOLVED, that the Transportation Policy Board of the Memphis Urban Area Metropolitan Planning Organization does hereby approve that the Memphis MPO will support the CMAQ targets, as depicted in Table 1, for the tri-state area, which will be reported to FHWA no later than May 20, 2018, by the State DOTs.

Resolution duly passed on April 19, 2018

Mayor Mark H. Luttrell, Jr., Chairman
Memphis Urban Area Metropolitan Planning Organization
<table>
<thead>
<tr>
<th>Congestion Mitigation &amp; Air Quality Performance Measures</th>
<th>Memphis, TN-MS-AR Urbanized Area</th>
</tr>
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<tbody>
<tr>
<td>Percentage of Non-Single Occupancy Vehicle Travel</td>
<td>Baseline (2017)</td>
</tr>
<tr>
<td></td>
<td>16.6%</td>
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<tr>
<td>Annual Hours of Peak-Hour Excessive Delay per Capita</td>
<td>8.42*</td>
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<td>*Note: Pending Final Occupancy Factors Provided by FHWA.</td>
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**TABLE 1 ATTACHMENT: PERFORMANCE TARGETS**

**PM3 - SUBPART G**
MEMORANDUM OF UNDERSTANDING
Between the Tennessee Department of Transportation (TDOT), the Memphis Urban Area Metropolitan Planning Organization (MPO) and the Memphis Area Transit Authority (MATA) for cooperatively developing, sharing and reporting information related to performance measures and performance targets.

PURPOSE AND BACKGROUND

On May 27, 2016, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) published the final rule for statewide and metropolitan transportation planning based on 2012’s Moving Ahead for Progress in the 21st Century (MAP-21) Act and 2015’s Fixing America’s Surface Transportation (FAST) Act. As part of this final rule, 23 CFR 450.314 (h) was amended to state:

“The MPO(s), State(s), and the providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO, and the collection of data for the State asset management plans for the NHS."

The phase-in deadline for this requirement is May 27, 2018. TDOT, MPO, and MATA agree to the following provisions in order to implement the requirements of 23 CFR 490 - National Performance Management Measures and 49 CFR 625 – Transit Asset Management.

GEOGRAPHIC SCOPE

For the purposes of this Memorandum of Understanding (MOU), TDOT, MPO, and MATA are responsible for carrying out performance-based planning in the Tennessee portion of the Memphis metropolitan planning area (MPA).

Performance-Based Transportation Planning & Programming

MPO and MATA will carry out a performance-based metropolitan transportation planning process for the MPO planning area in cooperation and consultation with TDOT. Performance measures will be developed, tracked and reported in accordance with applicable laws and regulations.

Data Collection and Sharing

TDOT, MPO, and MATA mutually agree to develop and share available data related to performance measurement and target setting with each other, subject to the policies and procedures of each agency and any restrictions on the data. Examples of such data include, but are not limited to, traffic counts, crashes, travel times/speeds, socioeconomic data, transit ridership data and infrastructure condition measures. TDOT will collect any National Highway System (NHS) data required for the State Asset Management Plan.
DEVELOPMENT OF PERFORMANCE TARGETS

TDOT will develop and select draft statewide performance targets in coordination with the Metropolitan Planning Organizations (MPOs) across the state. Coordination may include in-person meetings, webinars, conference calls, and/or email communication. TDOT will provide the MPOs an estimated timeline for each measure detailing the schedule of activities, decision milestones in the target setting process, and the methodology for when and how TDOT will obtain MPO input. MPO comments will be documented and shared with the Department’s Oversight Committee and Executive Leadership as part of the target selection process.

If an MPO chooses to adopt its own target for any measure, the MPO will develop draft MPO performance targets in coordination with TDOT. Coordination methods will follow the general timeline of activities, decision milestones in the target setting process and methodology for obtaining TDOT review and approval as stated above. TDOT will be provided an opportunity to provide comments on draft MPO performance targets and the methodology used to develop them at least 30 calendar days prior to final adoption.

In support of a performance-based approach to the metropolitan transportation planning and programming process, MATA will develop targets for transit performance measures in accordance with 49 CFR 625 – Transit Asset Management, and will share information and coordinate with the MPO regarding transit system condition, development methodology for targets, and investment priorities and strategies. MATA will share its targets annually with the MPO. The MPO shall select performance targets for its metropolitan planning area in coordination, to the maximum extent practical, with MATA.

REPORTING OF TARGETS

TDOT performance targets will be reported to FHWA and FTA, in accordance with Federal rule requirements. The MPOs will be notified when TDOT has reported final statewide targets. MPO performance targets will be reported to TDOT.

For each target, the MPO will provide formal documentation, in the form of a policy board resolution, as to whether the MPO is agreeing to support TDOT’s or the provider(s) of public transportation’s performance target or setting a quantifiable target for that performance measure for the MPO’s planning area. This documentation will be provided to TDOT no later than 180 days after the date TDOT or the provider(s) of public transportation establish performance targets, or the date specified by Federal code. TDOT will be responsible for sending the MPO’s documentation to FHWA/FTA within ten (10) business days of the date(s) the MPO’s targets are due.

STATEWIDE TRANSPORTATION PLAN, STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (STIP), METROPOLITAN TRANSPORTATION PLANS (MTPs) AND TRANSPORTATION IMPROVEMENT PROGRAMS (TIPs)

TDOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
MPOs will include information outlined in 23 CFR 450.324 (g) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018. Reporting of targets and performance by the DOT and MPOs shall conform to 23 CFR 490.

**EFFECTIVE DATE**

The effective date of this MOU is the date by which all parties below have signed the MOU.

**IN WITNESS THEREOF,**

**MEMPHIS URBAN AREA METROPOLITAN PLANNING ORGANIZATION:**

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**MEMPHIS AREA TRANSIT AUTHORITY:**

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**TENNESSEE DEPARTMENT OF TRANSPORTATION:**

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<tr>
<th>JOHN REINBOLD, GENERAL COUNSEL</th>
<th>APPROVED AS TO FORM AND LEGALITY</th>
<th>DATE</th>
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ETC Item #6

Functional Classification
4/19/2018

Proposed Functional Class Changes

Urbanized Area

Metropolitan Planning Area

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<tr>
<th>Map ID</th>
<th>Facility</th>
<th>Termini</th>
<th>Length</th>
<th>Current</th>
<th>Proposed</th>
<th>Jurisdiction</th>
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<tr>
<td>1</td>
<td>Harbor Ave</td>
<td>Buoy St to Pier St</td>
<td>2,605 ft.</td>
<td>(Urban) Major Collector</td>
<td>(Urban) Local</td>
<td>Memphis, TN</td>
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<td>2</td>
<td>Buoy St</td>
<td>Harbor Ave to Channel Ave</td>
<td>1,138 ft.</td>
<td>(Urban) Local</td>
<td>(Urban) Major Collector</td>
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<td>3</td>
<td>Channel Ave</td>
<td>Buoy St to Pier St</td>
<td>1,155 ft.</td>
<td>(Urban) Local</td>
<td>(Urban) Major Collector</td>
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<tr>
<td>4</td>
<td>Pier St</td>
<td>Harbor Ave to Channel Ave</td>
<td>1,083 ft.</td>
<td>(Urban) Major Collector</td>
<td>(Urban) Local</td>
<td>Memphis, TN</td>
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