Memphis Urban Area Metropolitan Planning Organization (MPO)
Transportation Policy Board Meeting
Thursday, April 19, 2018 11:00 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 22, 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
   a) Next Scheduled TPB Meeting: August 23, 2018 1:30 pm, Location: UT Health Science Center

8) Adjourn
SUMMARY OF MINUTES

Mayor Mark H. Luttrell, Jr. called the meeting to order at 1:33 PM. In addition to Mayor Luttrell, the following voting members were also present at the meeting:

Trung Trinh    MDOT
Austin Cardosi DeSoto County
John Cameron   Horn Lake
Whitney Choat-Cooke Southaven
Mayor Judy Watters Rossville
Mayor A. Keith McDonald Bartlett
Tim Gwaltney   Germantown
Manny Belen    Memphis
Gary Rosenfeld MATA

Mike Welch     TDOT
Randy Richardson Port Commission
Keith Briley   Hernando
Jason Gambone  Olive Branch
Harvey Matheny Piperton
Steve Hill     Arlington
Frank McPhail  Collierville
Cory Brady     Lakeland
Jason Dixon    Millington

The following Ex-officio members were present:

Sean Santalla  FHWA – TN
Eddie Brawley  W. Memphis MPO

The following Interested Individuals were present:

Stephen Edwards Memphis
Rick McClanahan Bartlett
Brandon Akins  TDOT
James Stokes  Bass River Advisors
Suzanne Carlson Innovate Memphis
Allison Fluit  Kimley-Horn
Kenny Monroe  Kimley-Horn
Glenn Gadbois MMDC
Mike Demster   Resident

John Lancaster MATA
Mohamed Osman TDOT
Sonja Owens   Health Dept./ Air Quality
Wain Gaskins  Cannon & Cannon
Patrick Neal  Pickering Firm
James Collins Kimley-Horn
David Bowman Neel-Schaffer, Inc
Dennis Lynch  Sierra Club

The following MPO Staff members were present:

Pragati Srivastava Sajid Hossain
Jordan Smith    Alvan-Bidal Sanchez
Betty Turner    Jennifer Marshall (Intern)

Kate Horton  Zylavian Watley
Mavrick Fitzgerald Nick Warren

A quorum was present
1. **Call to Order @ 1:33 PM**
   
   Meeting was called to order by Mayor Mark H. Luttrell, Jr. at 1:33 PM

2. **Approval of November 16, 2017 Minutes:**
   
   Mr. Steve Hill moved to approve the minutes as presented; Mr. Tim Gwaltney seconded the motion and the motion carried without dissent.

   **NO DISCUSSION/QUESTIONS**

3. **Transportation Policy Board Election:**
   
   a. **Chairman**
      
      Mr. Manny Belen moved to elect Mayor Mark H. Luttrell, Jr. as the Transportation Policy Board Chairman; Mayor A. Keith McDonald seconded the motion carried without dissent.

   b. **Vice Chairman**
      
      Mr. Steve Hill moved to elect Mayor A. Keith McDonald as the Transportation Policy Board Vice Chairman; Mr. Tim Gwaltney seconded the motion and the motion carried without dissent.

   **NO DISCUSSION/QUESTIONS**

4. **Election of Transportation Policy Board Representative for Freight Committee:**
   
   Mayor Judy Watters moved to elect Mayor Rhea Taylor as Transportation Policy Board Representative for the Freight Committee; Mr. Harvey Matheny seconded the motion and the motion carried out without dissent.

   **NO DISCUSSION/QUESTIONS**

5. **Memphis MPO Administrator’s Report:**
   
   Ms. Pragati Srivastava gave an overview of the following items:
   
   a. 2017 State of MPO Report (includes the Annual Outreach Report)
   b. 2017 Bicycle and Pedestrian Report
   c. CMAQ Performance Measures
   d. Next Quarterly TPB Meeting Date Changed to April 19th 1:30 pm

   **DISCUSSION/QUESTIONS**

   Mayor Luttrell inquired about the date change if it was due to the Performance Measure?

   Ms. Pragati Srivastava responded yes to Mayor Luttrell’s question.

   Mr. Gary Rosenfeld inquired about the availability for the draft targets?

   Ms. Pragati Srivastava responded that TDOT is currently working on the data and as soon as it is completed it will be made available.
6. **2050 RTP Update:**

Ms. Allison Fluitt gave a presentation on the Livability 2050 RTP Update.

a. **Goals and Objectives:**

Mayor A. Keith McDonald moved to approve the 2050 RTP Goals and Objectives as presented; Mr. Manny Belen seconded the motion and the item was opened for discussion.

1st PART DISCUSSION/QUESTIONS: **Regarding Amendment to the Goals and Objectives**

Mr. Gary Rosenfeld noticed while going through the goals and objectives there didn’t seem to be any discussion on addressing the community’s concerns regarding eliminating poverty and blight or enhancement efforts with transportation to address these issues. Transportation to enhance tourism, travel, and to maintain logistics is addressed, but not to improve poverty or blight. Mr. Rosenfeld inquired about enhancing or adding these concerns to the goals & objectives?

Ms. Allison Fluitt responded that in moving forward into the prioritization portion of the planning and development, community concerns will be considered as part of the prioritization process.

Mr. Gary Rosenfeld further asked how would this establish the goals and objectives?

Ms. Allison Fluitt responded that these concerns are a part of several of the document’s planning themes, also that there is a lot of overlap, as in economic vitality and sustainable growth.

Mayor A. Keith McDonald suggested to Mr. Rosenfeld to recommend the change he wanted to see in the goals and objectives to address his concerns.

Ms. Allison Fluitt suggested either Goal #1 or Goal #6, as an appropriate place to address the concerns, but recommended Goal #1 as the best option.

Mr. Gary Rosenfeld suggested to amend the goals and objections to include “residential” and employment resources.

Mayor Mark Luttrell asked for clarification on motion to amend and the motion was brought before the floor.

Mr. Gary Rosenfeld moved to amend Goal #1 of the 2050 RTP Goals and Objectives to include “residential” resources in the statement. **Goal 1: Improve multimodal access to community, employment, and residential resources.** Mayor A. Keith McDonald seconded the motion. The motion to amend the Goals and Objectives carried without dissent.

Mr. Randy Richardson asked if the Goals and Objectives were being finalized at this meeting?

Ms. Allison Fluitt responded yes to this question.

2nd PART DISCUSSION/QUESTIONS: **Regular Discussion**

Mr. Jason Gambone suggested the need to consider the autonomous vehicles and the impact on employment.

Ms. Pragati Srivastava responded that emerging trends will be looked at and taken into consideration.

Mr. Gary Rosenfeld noted that shared-ride services are subsidized.

Mr. Dennis Lynch commented that only two public meetings were held in the City of Memphis and there needed to be more; the last forecast does not reflect automatically assured growth in suburbs; need to make sure forecasts used are accounting for trends and change; technology advances need to be considered, climate change needs to be considered; freight/ market share needs to be considered, and note public-private partnerships.
b. **Reaffirming Socio Demographic Projections:**

Mayor A. Keith McDonald moved to approve the 2050 RTP Reaffirming Socio Demographic Projections as presented; Mr. Manny Belen seconded the motion, and the motion carried without dissent.

**DISCUSSION/QUESTIONS**

Mayor Luttrell asked when the data was collected?

Ms. Pragati Srivastava responded that it was collected as part of Livability 2040 RTP. Additionally, there was further study of the numbers in comparison to the state level projections.

Mr. Steve Hill responded on Arlington’s data, and asked if historical trends could be shared?

Mayor Luttrell noted that Shelby County’s number looked inflated.

Mr. Gary Rosenfeld noted that employment and household numbers add more traffic on the roads.

Ms. Srivastava responded that figures covers all movement i.e. roadway traffic and transit ridership.

Mayor A. Keith McDonald inquired if the ETC members looked at the background data, and asked if the data is a result of the extensive work done in 2016.

Ms. Pragati Srivastava noted that the 2040 RTP had extensive work done, and was still applicable. It was the first step to move forward with the process, staff will meet with the individual jurisdictions through workshops.

7. **TDOT Poplar Bridge Replacement Project**

Mr. Brandon Akins gave a presentation on the TDOT Poplar Bridge Replacement Project, MemFix4. The purpose of the project is to complete the widening of I-240, and they will also be rehabbing the Park Ave bridge and replacing the Poplar and NS Railroad bridge. Mr. Mike Welch added comments regarding its process as an Accelerated Bridge Construction (ABC) project. They encouraged everyone to visit the project’s website and to sign-up to receive regular project updates. The project is scheduled to be completed by the Summer of 2019.

**DISCUSSION/QUESTIONS**

Mr. Gary Rosenfeld inquired as to which bridge would be first to close?

Mr. Mike Welch replied that there is currently not an order for which bridge will be closed first, but the first closure is scheduled for the mid-summer of 2018.

Mr. Gary Rosenfeld asked if any of the bridges have transit right-of-way built/design into them?

Mr. Brandon Akins and Mr. Mike Welch responded extra right-of-way is built or designed into the bridges to accommodate future needs, but this is a bridge replacement project.

Mr. Manny Belen clarified that TDOT will include an additional lane for future Poplar widening.

Mr. Mike Welch again encouraged members to visit the website for updates and information regarding the projects and suggested that the members pass along the info to the residents in their jurisdiction.


8. **Other Business**

a. **Next Scheduled TPB Meeting:** April 19, 2018 11:00 am*, Location: UT Health Science Center

*Note: Meeting time was changed to 11:00 am.*
DISCUSSION/QUESTIONS

Mr. Dennis Lynch stated that all communities needed to be thinking about TVA, solar etc.

Mayor Luttrell informed the members he had been notified by TDOT regarding delinquent projects, they have until fall of 2019 to start moving on the delinquent projects and will need to determine if aging projects will be moving forward. Mayor Luttrell requested a list of all delinquent projects and wants to meet with the municipalities to review the list and inquired on how quickly things can move and would go back to the board if there was a need for ratification.

Mr. Steve Hill replied that the Town of Arlington has projects that they could move forward on if needed to help with obligation.

Mayor A. Keith McDonald informed the members that Bartlett is hosting a lunch & learn with legislators in April in Nashville regarding the lengthy timeline for the environmental process. Mayor McDonald recommended reaching out to legislators and informing them of this.

9. Adjourn @ 2:45 PM

Mayor A. Keith McDonald moved to Adjourn the meeting; Mr. Gary Rosenfeld seconded the motion. The meeting was adjourned at 2:45 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.
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
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<th>Congestion Mitigation &amp; Air Quality Performance Measures</th>
<th>Memphis, TN-MS-AR Urbanized Area</th>
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<tr>
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<td>Baseline (2017)</td>
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<td>Percentage of Non-Single Occupancy Vehicle Travel</td>
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<td>Annual Hours of Peak-Hour Excessive Delay per Capita</td>
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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:

____________________________________________________________________________________
SIGNATURE DATE

____________________________________________________________________________________
PRINTED NAME AND TITLE OF SIGNATORY (above)

MEMPHIS AREA TRANSIT AUTHORITY:

____________________________________________________________________________________
SIGNATURE DATE

____________________________________________________________________________________
PRINTED NAME AND TITLE OF SIGNATORY (above)

TENNESSEE DEPARTMENT OF TRANSPORTATION:

JOHN SCHROER, COMMISSIONER DATE

JOHN REINBOLD, GENERAL COUNSEL APPROVED AS TO FORM AND LEGALITY DATE
Lake McKellar

Functional Classification
4/19/2018

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