

MINUTES

TECHNICAL COORDINATING COMMITTEE Of the

Nashville Area Metropolitan Planning Organization

July 12, 2017

Attendees: Ms. Kim Ark, Mr. Andy Barlow, Mr. Russ Brashear, Mr. Tom Brashear, Mr. Michael Briggs, Mr. Felix Castrodad, Mr. Paul Corder, Mr. Marc Corrigan, Mr. Mark Crutcher, Mr. Doug Demosi, Mr. Keith Free, Mr. Grant Green, Mr. Wayne Hall, Mr. Glenn Harper, Ms. Billy Higgins, Mr. Joe Horne, Mr. Jim Kerr, Mr. Jonathan Marston, Mr. Bill McCord, Mr. Addam McCormick, Mr. Darrell Moore, Mr. Andrew Pieri, Mr. Jonathan Russell, Ms. Sarah Sitterle, Mr. Andrew Smith, Mr. Philip Stuckert

Approve June 7, 2017 Meeting Minutes

Mr. Michael Briggs, Vice-Chair, opened the meeting at 10:30 a.m. Mr. Darrell Moore moved to approve the June 7, 2017 meeting minutes with Ms. Billy Higgins seconding. The motion was unanimously approved.

Public Comment

There was no public comment.

TCC Chair's Report

There was no Chair's report

Major Roadway Network and Federal Aid Boundary Revisions

Ms. Mary Connelly, MPO staff, gave an overview of proposed changes to the region's major roadway network as defined by the federal functional classification system, and to the area's federal aid urban boundary. Ms. Connelly said that all roads except local or minor collector in a rural area are eligible for federal aid. She said that if anyone had any questions to contact her. The Executive Board will vote for approval of the recommendations at their July meeting and these will then go to TDOT and FHWA for approval.

Several clarification questions were asked and answered.

More information about the MPO's major roadway network is available at:
nashvillempo.org/regional_plan/roadways/major_network.asp

Endorse Draft FY2018 UPWP for Public Review and Comment

Ms. Michelle Lacewell, Interim MPO director, presented the prepared draft *FY 2018 Unified Planning Work Program (UPWP)* describing planning studies and research efforts scheduled for the period between October 1, 2017 and September 30, 2018. She said that the document has been written to show the integration with GNRC. The studies for next year are the South Corridor Transit Alternatives Analysis, the Regional ITS Evaluation, Smart Cities Assessment, Local Transit Circulator Studies, and Maintenance and Updates to our Planning Activities and Tools. The program meets federal planning requirements and serves as the MPO's annual operating budget and regional dues schedule. The UPWP requires a public review and comment period of no less than seven days prior to adoption.

A clarifying question about the funding of the Gallatin Pike transit project was asked and answered. It was pointed out that there were several places in the draft where the funding numbers didn't match. Ms. Lacewell said that they would be corrected prior to going to the Board for endorsement for public review and comment.

Mr. Bill McCord moved to endorse the draft UPWP for public review and comment as corrected. Mr. Andy Barlow seconded and the motion passed unanimously.

A complete copy available at NashvilleMPO.org/plans_programs/upwp/

SCHEDULE:

- 7/12 – TCC Endorsement
- 7/19 – XB Endorsement
- 8/1-8/16 – Public Review and Comment Period
- 8/2 – First Public Hearing (TCC)
- 8/16 – Second Public Hearing / Adoption (XB)

TDOT TAP Call for Projects

Mr. Neil Hansen, TDOT, said that the projects awarded will be announced during the next several weeks. He said that there is a deadline of October 3, 2017 for applications for 2018 projects.

TDOT has developed a program to administer transportation alternative activities with the goal of adding community and environmental value to our transportation system. He said that up to 80% of the eligible construction expenditures can be reimbursed to the local agency with a minimum of 20% in cash match. This is a reimbursable program for competitively bid construction related expenses and does not provide funding for any planning, preliminary engineering and right-of-way activities. Applications must be submitted by local governments and they may work with other public agencies or private organizations, but TDOT will only contract with a local government. Some of the eligible activities are pedestrian & bicycle facilities, safe routes for non-drivers, conversion of railway corridors to trails, as well as others. Applications will be selected for award about one year from date of submittal. Previously submitted applications will not be rolled over – they each must be resubmitted annually.

Mr. Hansen introduced Ms. Sarah Sutton. She is a Program Monitor in the Transportation Alternatives Program (TAP) Office, responsible for the administration of locally managed TAP and Safe Routes to School (SRTS) grant projects within TDOT Regions 2 and 3.

Several clarifying questions were asked and answered.

For more information and applications, go to <https://www.tn.gov/tdot/topic/tap> from July through October of each year. Phone is 615-741-5314. Email and application submittal: tdot.enhancements@tn.gov

Elect TCC Officers for the 2016-2017 Year

Mr. Doug Demosi, speaking for the nominating committee (Joe Horne, Tom Brashear and himself) presented the slate: Mr. Mike Harris as Chair and Mr. Michael Briggs as Vice-Chair. There were no nominations from the floor. Mr. Demosi moved to elect the slate as presented with Mr. Horne seconding. The motion passed unanimously.

MPO Director's Report

- MPO/GNRC Integration Update
Ms. Lacewell said that we are working with TDOT to reassign the grants beginning October 1, 2017 to GNRC. She said that the staff will be moving into the 3rd floor offices at Butler's Run on 2nd Ave. N by the end of August.

In answer to a question of meeting location, Ms. Lacewell said that for now the TCC meetings will remain at the Bridge Building.

- **MPO Bylaws Update**
Ms. Lacewell said that staff has drafted amendments to the MPOs Bylaws that update general language, committee descriptions, board roles and responsibilities and reflect integration with GNRC and to address the issue of representational equity on the board. She said that the Executive Board is slated to vote on amendments to the general updates in July. These included renaming the Executive Board to Transportation Policy Board and the Finance and Audit (F&A) Committee will become the Planning Oversight Committee and will take on previous F&A committee responsibilities and craft recommendations for the sponsorship agreement for the MPO and its fiscal agent. She said that our Bylaws currently reference Metro Planning Commission as our sponsor. It will be updated to state "Sponsor Agency" so that changes do not have to be made if this changes in the future. She said that Bylaws would not come back to the TCC for endorsement before it goes to the Board but that the members will receive a copy.
- Ms. Connelly said that TDOT is requesting information related to the intercity bus needs and would like your feedback. As with the previous assessment in 2015, TDOT has contracted with TranSystems Corporation Consultants to complete this task. This Assessment covers three years of 5311 funding and is necessary to determine whether the state's intercity bus needs are being met and if 5311(f) funds should be used to fund these services. This assessment will cover 5311 funds from FY18-20.

Below is a link to the Tennessee Intercity Bus Needs Assessment Survey.

<https://www.surveymonkey.com/r/Y8X9HMD>

- **South Corridor Transit Alternatives Analysis**
Ms. Lacewell said that the RFP has been issued for the South Corridor Transit Alternatives Analysis. She said that she would be sending out invoices to the locals involved in the study soon.
- Ms. Lacewell said that the Power of 10 Summit is Wednesday, August 23rd at the Music City Center.

Other Business

- Mr. Andy Barlow introduced Mr. Matt White who is the new Transportation Manager for the City of Mt. Juliet and Mr. Barlow's alternate on the TCC.

- Mr. Jonathan Russell said that TDOT has issued a call for CMAQ projects. The application is on-line and there is also a tutorial on-line. Ms. Anna Emerson said that the deadline for applications and letters of intent is Friday, July 21st.

With no further business, the meeting was adjourned at 11:02 a.m.

Date: 8-2-17

Mike Harris

Mike Harris, Chair
Technical Coordinating Committee

Michelle Lacewell

Michelle Lacewell, Interim MPO Director
Secretary, Technical Coordinating Committee