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**TPO Technical Committee
August 13, 2013
9 a.m.
Small Assembly Room
City/County Building
Knoxville, Tennessee**

AGENDA

Determination of Quorum

1. Approval of July 9, 2013 Minutes

- Action Possible Action Discussion

Presenter: Cindy Pionke, Chair

Item Summary: Approval of July 9, 2013 TPO Technical Committee Minutes.

Attachment #1 – July 9, 2013 Minutes

2. Recommend Approval of a Memorandum of Agreement Between the TPO and TDOT Related to the Transportation Improvement Program.

- Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: This MOA outlines the definition and need for amendments/administrative adjustments to the statewide transportation improvement program and TPO transportation improvement program. Staff recommends approval.

Attachment #2 – Memorandum of Agreement

3. Recommend Approval of an Amendment to the 2011-2014 Transportation Improvement Program (TIP)

- Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: The following Amendments to the TIP were requested by our state or local governments. Staff recommends approval.

Attachment #3A – TIP Amendment 2011-215 (Smart Trips – Comprehensive Program) - Amend the project by changing project name to, "Smart Trips - Comprehensive Program." Change the project description to, "Coordinator works with businesses to assist them in development or expanding worksite commute options, programs, and other incentives." Change FY 2013 CMAQ federal funding from \$295,800 to \$161,800 and add a \$40,450 local match for a 2013 total of \$202,250. Add a local match of \$40,500 to FY 2014 CMAQ funding for a 2014 total of \$202,500. Change the total project cost from \$694,000 to \$1,038,150. Shift the remaining FY 2013 CMAQ federal programmed funds of \$134,000 to FY 2013 in project 2011-243 (Smart Trips - Ridesharing Program).

Attachment #3B – TIP Amendment 2011-243 (Smart Trips – Ridesharing Program) - Amend the project by adding it to the TIP. Add \$134,000 in CMAQ funding to FY 2013 from project 2011-215 (Smart Trips - Comprehensive Program). Add \$135,000 in CMAQ federal funds to FY 2014. The total project cost is \$269,000.

4. Recommend Approval of the FY 2014-2015 Transportation Planning Work Program

Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: TDOT, FHWA and FTA have approved the work program for consistencies with federal regulations. Staff recommends approval.

Attachment #4 - FY 2014-2015 Transportation Planning Work Program

5. Recommend Approval of the TPO Technical Committee and Executive Board Bylaws

Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: With the expansion of the urbanized area and metropolitan planning area the TPO Technical Committee and Executive Board Bylaws needed to be updated. Staff has prepared a draft set of Bylaws for both the Technical Committee and the Board. Amendments to the current Bylaws for each group were submitted in writing at the previous regular meetings. Staff recommends approval. A technical committee member has requested that the Committee consider using the same proxy language for the Technical Committee Bylaws as is in the proposed Executive Board Bylaws. The language is as follows: “Each Executive Board member shall have one vote, unless they have a proxy letter from another Board member – in this case, a Board member may have up to two votes.”

Attachment #5A – Draft TPO Technical Committee Bylaws

Attachment #5B – Draft TPO Executive Board Bylaws

6. Review of Draft 2014-2017 Transportation Improvement Program (TIP)

Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: The draft of the 2014-2017 TIP was submitted to TDOT for review on June 3rd. The TPO received comments back from TDOT on July 17th. The TIP was revised accordingly and resubmitted to TDOT on August 2nd for submittal to Federal Highway Administration and Federal Transit Administration. The attached TIP summary includes the written portion and table summary of proposed projects. Staff asks that Technical Committee members review the online version of the full TIP located here:

http://www.knoxtrans.org/plans/tip/DRAFT_fy14_17_tip.pdf

Attachment #6 - Draft 2014-2017 Transportation Improvement Program (TIP) Summary

7. Transportation Alternatives Program Update

Action Possible Action Discussion

Presenter: TPO Staff

Item Summary: Staff will provide an update on the Transportation Alternatives Program.

8. Other Business

- Executive Board Meeting Wednesday, August 28, at 9 a.m. in the Small Assembly Room of the City County Building.
- Technical Committee Meeting Tuesday, September 10, at 9 a.m. in the Small Assembly Room of the City County Building.
- Staff Changes: Alan Huff has left to return to New Jersey. Tarren Barrett has been hired as a Transportation Engineer.
- The 5 PlanET Working Groups (Round 8) are scheduled to meet next week as follows:

Monday, August 19th:

Transportation and Infrastructure	9:00 a.m. to 11:00 a.m.	Cansler YMCA
Economy and Workforce	Noon to 1:30 p.m.	Knoxville Chamber
Housing and Neighborhoods	2:30 p.m. to 4:30 p.m.	Cansler YMCA

Tuesday, August 20st:

Healthy Communities	9:00 a.m. to 11:00 a.m.	Cansler YMCA
Environment	1:00 p.m. to 3:00 p.m.	Cansler YMCA

- Additional Upcoming PlanET Events:
 - ETCompetes! Speaker Series 2: Jeff Speck and Helen Foster, Naturally Occurring Retirement Centers – Thursday September 12th.
 - November 8th - Health Equity Summit (PlanET co-sponsoring).
 - November 8th and 9th - East TN Preservation Alliance (PlanET co-sponsoring).
 - ETCompetes 2.0! A PlanET Capstone Event is being planned for November, Date TBD

For complete and up to date information please visit the PlanET website at: <http://www.planeasttn.org/>

- Camille Hazeur, Director, Departmental Office of Civil Rights, USDOT, will be the keynote speaker at an upcoming Title VI Symposium entitled “Economic Fairness Through Diversity and Inclusion”. The event is scheduled for September 19th from 8:30 a.m. to 2:30 p.m. at the Knoxville Convention Center. Staff will forward registration information by email as soon as it becomes available.

9. Public comment

Members of the public may address the Technical Committee with a five-minute time limitation for each person.

10. Adjournment