1. Call Meeting to Order, Welcome and Introductions
Danny Kaiser called the meeting to order at 1:32 PM. A quorum was present.

2. Action Item: Approval of minutes from the November 7, 2017 meeting
Danny Kaiser asked if anyone had any changes to make to the minutes from the November 7th meeting. There were no changes. Keith Browning moved to approve the minutes and the motion was seconded by Allison Smith and passed unanimously, 8-0.

3. Action Item: Recommend approval of the FFY201-2020 Transportation Improvement Program (TIP) Amendment 3
Ashley Myers introduced the proposed amendments to the Transportation Improvement Program. The document was posted for public comment from November 9th thru 24th and no public comments were received. Ms. Myers asked if there were any questions about the proposed special amendment requested by KDOT. There were none. Chuck Soules moved to approve the TIP amendment and the motion was seconded by Ed Courton and passed unanimously, 8-0.

4. Discussion Item: Recommend writing a letter of support for Topeka Transit
Jessica Mortinger described that Topeka Metro Transit is considering to apply to KDOT for competitive Commuter Discretionary Program funding to operate commuter bus service along I-70. KDOT’s grant program covers capital acquisition and 1 year of operation and requires a 20% local match. Topeka Metro Transit has met with Lawrence Transit and discussed opportunities to coordinate, connect proposed routes and bus stop amenities. Topeka Metro Transit has not yet made a final decision on whether to apply or not, there have been concerns from the Topeka MPO and others of the ability to fund a service past the 1 year of operating
that the grant covers. The plan for commuter service on I-70 are supported by the KDOT I-70 Corridor Transit Feasibility Study and Transportation 2040. At this time, there aren’t any local Douglas County funds available for service operations, however Topeka metro has asked for a letter of support from the MPO Policy Board. Chuck Soules asked about the level of support that the MPO would be providing and whether or not this would be financial. Ms. Mortinger clarified that it would communicate that their plan was consistent with existing MPO plans but that there is no known local funding available. TAC members discussed commuter service and agreed that the letter should recognize that the proposal is consistent with existing plans, however there are concerns about funding and no local funding from Douglas County is available.

5. Quick Updates
   a. T2040 Update
      Ashley Myers outlined the most recent process for the second round of public engagement for the T2040 update, noting that there a total of 88 survey responses between the online survey and public engagement events. Ms. Myers mentioned that the MPO is in the process of reviewing the comments and developing the T2040 plan.
   b. Lawrence Loop Alignment Study
      Jessica Mortinger indicated that study is being finalized and a final draft will be available for consideration by TAC/MPO in January.
   c. Bus Transfer Location Analysis
      Bob Nugent noted that the final survey is online and currently collecting feedback on the proposed locations. Jessica Mortinger said a final report is being prepared to document the planning process and will be available in 2018. As we continue the process we will generate a report by the end of the year, which will propose two candidate locations for consideration.
   d. Safety Analysis
      Jessica Mortinger indicated that study is being finalized and a final draft will be available for consideration by TAC/MPO in February.
   e. Ozone Designation Update
      Provided in agenda packet

6. Other Business
   Michael Almon, asked staff to clarify the process for the T2040 update approvals, asking whether the update will be go to TAC or the steering committee first. Jessica Mortinger indicated it will be sent to the steering committee first.

7. Next Meeting: January 2, 2018 or another date set by the TAC