

**TPO Executive Board Minutes  
9 a.m., August 24, 2011  
Small Assembly Room  
City/County Building  
Knoxville, Tennessee**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on August 24 at 9 a.m. in the Small Assembly Room of the City/County Building, Knoxville, Tennessee. Mike Hammond, Chair of the Executive Board, presided. It was determined a quorum was present.

*Perrin Anderson	for Mayor Larry Waters, Sevier County
*Tim Burchett	Mayor, Knox County
*Mike Hammond	Knox County Commission
*Estelle Herron	Mayor, Loudon County
*Dale Hurst	for Mayor Aikens, Lenoir City
*Steve King	for Mayor Daniel Brown, City of Knoxville
*John Lamb	for Mayor Ed Mitchell, Blount County
*Ralph McGill	Mayor, Town of Farragut
*Angie Midgett	Tennessee Department of Transportation
*Don Mull	Mayor, City of Alcoa
*Brenda Palmer	for Vice Mayor Joe Bailey, City of Knoxville
*Cindy Pionke	for Mayor Tim Burchett, Knox County
*Ed Shouse	East Tennessee Development District
*Tom Taylor	Mayor, City of Maryville
Jeff Welch	Transportation Planning Organization Director
Kathryn Baldwin	City of Oak Ridge
Tom Beehan	Mayor, City of Oak Ridge
Doug Burton	Transportation Planning Organization Staff
Mike Cohen	Cohen Communications Group
Kevin Cole	Wilbur Smith Associates
Mike Conger	Transportation Planning Organization Staff
Karen Estes	Knox County Community Action Committee
Amy Fitzgerald	City of Oak Ridge
Terry Gilhula	Metropolitan Planning Commission
Michael Grider	Knox County
Alan Huff	Transportation Planning Organization Staff
John Hunter	City of Knoxville
Cindy McGinnis	Knoxville Area Transit
Steven Maddox	Deer Park Business Park/Watt Road
Bill Nolan	City of Oak Ridge
Darryl Smith	Town of Farragut
Ellen Smith	City of Oak Ridge
Dwight Van de Vate	Knox County
Anne Wallace	City of Knoxville
Mark Watson	City Manager, City of Oak Ridge
John Valliant	Attorney Maddox Properties
Charlotte West	Transportation Planning Organization Staff
Ellen Zavisca	Transportation Planning Organization Staff

\*Voting Member

## Determination of Quorum

Mike Hammond noted that Knox County Mayor Burchett had requested the opportunity to add discussion of the Watt Road project to the agenda. Cindy Pionke, representing Knox County at the beginning of the meeting, noted that Mayor Burchett was running a little late but he did want the item added to the agenda.

### 1. Approval of June 22, 2011, minutes

Action       Possible Action       Discussion       Information

**Presenter:** Mike Hammond, Chair

**Item Summary:** Approval of June 22, 2011, TPO Executive Board minutes. **Attachment #1.**

**A motion was made by Mayor Don Mull and seconded by John Lamb to approve the June 22 minutes. The motion carried unanimously.**

### 2. Approval of Three Resolutions to Amend the 2011-2014 Transportation Improvement Program (TIP)

Action       Possible Action       Discussion       Information

**Technical Committee recommends approval of the resolutions**

**Presenter:** TPO Staff

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

#### **Attachment #2 – Resolution**

- a. Amend project 2011-200 (KAT Section 5307 Transit Funds) from FY 2011 Total Funds \$5,000,000 (\$4,000,000 federal / \$500,000 state / \$500,000 local) to \$6,028,956 (\$4,823,164 federal / \$602,896 state / \$602,896 local) to reflect the FY 2011 apportionment of Section 5307 funds from Congress to the Knoxville Urbanized Area.  
**Attachment #2a.**

Jeff Welch explained Amendment #2a. The exact amount of Section 5307 funding that KAT will receive is typically unknown at the time the TIP is prepared as the amounts will vary each year. After Congress approves the current Fiscal Year Section 5307 amount and it is published in the Federal Register the TPO must amend the TIP to reflect the updated amounts. This TIP amendment accomplishes this task by adjusting the FY 2011 amounts.

**A motion was made by Mayor Estelle Herron and seconded by Brenda Palmer to approve the Amendment #2 resolution. The motion carried unanimously.**

#### **Attachment #2b – Resolution**

- c. Amend project 2011-200 (KAT Section 5307 Transit Funds) regarding FY 2012, FY 2013, and FY 2014 Total Funds to reflect the actual Congressional apportionment in FY 2011 with an annual 3 percent increase each year. Amend FY 2012 from \$5,000,000 (\$4,000,000 federal / \$500,000 state / \$500,000 local) to \$6,209,826 (\$4,967,860 federal / \$620,983 state / \$620,983 local). Amend FY 2013 from \$5,000,000 (\$4,000,000 federal / \$500,000 state / \$500,000 local) to \$6,396,120 (\$5,116,896 federal / \$639,612 state / \$639,612 local). Amend FY 2014 from \$5,000,000 (\$4,000,000 federal / \$500,000 state / \$500,000 local) to \$6,588,003 (\$5,270,403 federal / \$658,800 state / \$658,800 local).  
**Attachment #2c.**

Jeff Welch explained Amendment #2c. Since the Section 5307 amounts vary each year, typically slightly increasing, TDOT and FTA have recommended that KAT and the TPO inflate the future years by an annual amount of 3 percent working off the new FY 2011 amounts.

**A motion was made by Brenda Palmer and seconded by Mayor Tom Taylor to approve the Amendment #2b resolution. The motion carried unanimously.**

**Attachment #2d – Resolution to amend or add the following projects:**

Jeff Welch noted that once the exact Section 5307 funding amounts are known, KAT must then allocate the funds to a slate of projects. Amendments e through q allocates the FY 2011 Section 5307 funds to projects that are required to help KAT to continue to operate and provide daily service.

- e. Amend project 2011-200 (KAT Section 5307 Transit Funds) from FY 2011 Total Funds \$6,028,956 (\$4,823,164 federal / \$602,896 state / \$602,896 local) to \$380,563 (\$304,451 federal / \$38,056 state / \$38,056 local) for preventative maintenance and capital improvements by distributing Section 5307 funding to new projects 2011-219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, and 230. **Attachment #2e.** Brenda and Dale
- f. Add project 2011-219 (Replacement Trolley Bus) in the amount of \$425,000 (\$340,000 federal / \$42,500 state / \$42,500 local) to FY 2011 for the purchase of 35' trolley bus with particulate filter technology. **Attachment #2f.**
- g. Add project 2011-220 (Purchase shop equipment) in the amount of \$245,000 (\$196,000 federal / \$24,500 state / \$24,500 local) to acquire steam room bus lift, overhead door, and parts room cabinets for KAT maintenance shop. **Attachment #2g.**
- h. Add project 2011-221 (Purchase ADP hardware) in the amount of \$50,000 (\$40,000 federal / \$5,000 state / \$5,000 local) to acquire new desk top and laptop computers for administration, operation, and maintenance; smart board for training room; and cash register for customer service counter at transit center. **Attachment #2h.**
- i. Add project 2011-222 (Purchase ADP software) in the amount of \$30,000 (\$24,000 federal / \$3,000 state / \$3,000 local) to acquire maintenance software upgrade for KAT maintenance department. **Attachment #2i.**
- j. Add project 2011-223 (Acquire support vehicles) in the amount of \$50,626 (\$40,500 federal / \$5,063 state / \$5,063 local) to acquire two service trucks to replace one 1997 and one 1999 support vehicle. **Attachment #2j.**
- k. Add project 2011-224 (Acquire support equipment) in the amount of \$76,000 (\$60,800 federal / \$7,600 state / \$7,600 local) for safety/security E911 system maintenance fees to support emergency management. **Attachment #2k.**
- l. Add project 2011-225 (Preventative maintenance) in the amount of \$3,697,370 (\$2,957,896 federal / \$369,737 state / \$369,737 local) for transit maintenance, bus parts, tire mileage, and major component repairs. **Attachment #2l.**
- m. Add project 2011-226 (Non-fixed route ADA paratransit) in the amount of \$602,897 (\$482,317 federal / \$60,290 state / \$60,290 local) for ADA non-fixed route paratransit service. **Attachment #2m.**
- n. Add project 2011-227 (Purchase bus shelters) in the amount of \$50,000 (\$40,000 federal / \$5,000 state / \$5,000 local) for the purchase of bus shelters. **Attachment #2n.**

- o. Add project 2011-228 (Purchase pedestrian access/walkways) in the amount of \$117,500 (\$94,000 federal / \$11,750 state / \$11,750 local) to purchase and install pedestrian access/walkways to link pedestrian ways to bus stops. **Attachment #2o.**
- p. Add project 2011-229 (Purchase signage) in the amount of \$20,000 (\$16,000 federal / \$2,000 state / \$2,000 local) to purchase signage for transit stops and facilities. **Attachment #2p.**
- q. Add project 2011-230 (Program support/admin.) in the amount of \$284,000 (\$227,200 federal / \$28,400 state / \$28,400 local) for program support activities in UPWP. **Attachment #2q.**

**A motion was made by Brenda Palmer and seconded by Dale Hurst to approve the Amendment #2d resolution. The motion carried unanimously.**

### **3. Approval of a Resolution Adopting the 2012 Unified Planning Work Program**

Action     Possible Action     Discussion     Information

**Technical Committee recommends approval of the Resolution**

**Presenter:** TPO Staff

**Item Summary:** Attached is the final draft work program for the upcoming fiscal year (2012). Changes to the text are highlighted that address comments from TDOT and FHWA staff and additional TPO staff edits. **Attachment #3a – Resolution - Attachment #3b – Work Program**

Jeff Welch discussed some of the projects in the Work Program. Projects included are the Regional Transit Corridor Study, an update to the travel demand model, air quality conformity and planning, the update to the next Long Range Mobility Plan, work on the PlanET project. A goal of the work program is to trying to program all planning funds, including those that have been in reserve to protect the funds from rescission by Congress. TDOT has reviewed the draft, and it meets requirements. Ed Shouse asked about the transit corridor project. Jeff responded that the study will examine the major travel corridors in the region and assess their potential to support higher capacity or enhanced transit service.

**A motion was made by Brenda Palmer and seconded by Ed Shouse to approve the Attachment #3a resolution 2012 Unified Planning Work Program. The motion carried unanimously.**

### **4. Discussion of TIP Amendment Process**

Action     Possible Action     Discussion     Information

**Presenter:** TPO Staff

**Item Summary:** TPO staff is beginning the steps towards establishing a timeline process for amending the Transportation Improvement Program (TIP). In this initial discussion phase, staff has provided a brief overview of the TIP amendment process (**Attachment #4a**), along with a chart comparing the Knoxville TPO and Nashville MPO volume of TIP amendments per month from 2006 to July 2011 (**Attachment #4b**).

Jeff Welch discussed how the TIP amendment process works and said they are working on streamlining the process. Jeff noted that by not having a specific process and time line, TIP amendments can be submitted at any time, sometime placing a lot of work on staff. Plus, in

meeting the public involvement requirements of the Federal transportation planning process it is important to have transparency in the local planning process including being sure the public has adequate time to provide comments about TPO projects, including TIP amendments. Some of the other MPOs across the State have a TPO amendment process and timeline. The TPO staff will continue to research this issue and report back to the Technical Committee and Executive Board.

## 5. Discussion of the Metropolitan Planning Area Boundaries

Action     Possible Action     Discussion     Information

**Presenter:** TPO Staff

**Item Summary:** TPO staff and Technical Committee were directed by the Board to reassess the Metropolitan Planning Area boundaries for consideration of expansion of those boundaries. Staff has used as a starting point for this assessment the entire combined Statistical Area (the Knoxville MSA and adjacent counties). Staff will present additional information on options and issues for discussion. **Attachment #5a - Options and Issues. Attachment #5b - Regulations related to Metropolitan Planning Area Boundaries**

Knox County Mayor Burchett joined the meeting.

Mike Conger did a presentation on the metropolitan planning area boundaries. After each census the TPO must review its boundaries. The census information is scheduled to be released sometime in 2012. The City of Oak Ridge has asked to become a member of the TPO now. The Executive Board directed the Technical Committee to look at the issues of expanding the boundaries. Mike presented four options: Option A – Expand MPA to include entire MSA (Anderson, Blount, Knox, Loudon and Union Counties) as allowed under Federal Planning Regulations; Option B – Expand MPA boundaries based on areas expected to become urbanized over next 20 years using latest CBER population projections and using the TPO’s Urban Land Allocation Model as a tool to determine growth areas; Option C – Postpone MPA boundary expansion until new Census Urbanized Areas are released in 2012; Option D – Initiate process to add the City of Oak Ridge to current MPA and postpone further analysis or discussion on MPA boundary expansion until new Census Urbanized Areas are released in 2012.

John Lamb asked him to clarify a slide in the presentation that stated any RPO member who joins the TPO would no longer have a seat on the RPO. John noted that Blount County votes on both the Rural Planning Organization (RPO) and the TPO. Mike responded that if Oak Ridge came into the TPO, they would no longer have a seat on the RPO. Mike said he would seek clarification from TDOT but perhaps it meant that if a jurisdiction’s entire area joined the TPO they would lose their RPO vote. Mike noted that not all of Blount County is in the TPO planning area. Option D is to initiate the process to add the City of Oak Ridge to the current Metropolitan Planning Area (MPA) and postpone further analysis or discussion on MPA boundary expansion until the new Census Urbanized Areas are released in 2012 was added after Technical Committee met.

Ed Shouse asked if the funding of the pie stays the same for existing members, he does not oppose the idea of adding Oak Ridge. Mike Conger responded that if Oak Ridge is added, they may not have access to the TPO's STP funds. Mike stated that the TIP and other planning requirements would have to be done with no additional funds. Angie Midgett stated that Oak Ridge would be designated their own transportation project funds. Mayor Tom Taylor asked if the RPO would lose funding, and Angie Midgett responded that RPOs do not receive funding.

Mark Watson, City Manager of Oak Ridge, thanked Jeff and his staff for working to get them involved. Kathryn Baldwin splits her time between the Knoxville TPO and the RPO. We need to be at the planning tables providing resources. The new uranium project in Oak Ridge will mean a lot of construction workers going to Oak Ridge. We need to be prepared for this. The question is how will they commute and what about the air quality emissions. Oak Ridge is participating in PlanET. He asked that the TPO support Oak Ridge in this effort.

Ellen Smith, member of the City Council of Oak Ridge, stated that looking at the Knoxville region, Oak Ridge is a significant magnet for transportation activity. Oak Ridge and the region would benefit in long-term transportation planning. She asked the Executive Board to approve Option D.

Tom Beehan, Mayor Oak Ridge, asked for support from the board for Option D. He stated that Oak Ridge has the largest employer in the region. DOE has to be gasoline free by 2030. We need to be a member of the urban process. He wants to be able to show DOE how Oak ridge can help them.

Jeff Welch stated that the Executive Board could vote to endorse one of the options and send it back to the Technical Committee for refinement. The bylaws would have to be amended and that requires a vote at two separate meetings. Staff needs to know which option is preferred.

**A motion was made by Mayor Tim Burchett and seconded by Mayor Don Mull to request TPO Staff and Technical Committee to initiate the process to expand the Metropolitan Planning Area (MPA) boundaries to include the City of Oak Ridge, and to postpone further analysis or discussion on MPA boundary expansion until new Census Urbanized Areas are released in 2012, and further, to integrate analysis of MPA boundary expansion in relation to the MSA as part of the PlanET process with release of new MSA designations based on the 2010 Census. The motion carried unanimously.**

## **6. Discussion of the Watt Road Project (added to agenda by request of Knox County)**

Mayor Burchett wanted to bring to the Executive Board's attention the need to improve Watt Road interchange with I-40. This is an already congested area because of the truck stops. And, the area continues to grow. The over capacity road system is starting to stifle development opportunities. Businesses that are interested in locating in this area are weary because of the traffic concerns. Mayor Burchett would like the TPO to send TDOT a strong statement that this area needs to be studied quickly.

Steve Maddox, Deer Park Business Park developer, stated that the project is under development now, and he is in contact with numerous companies that may locate there.

Jeff Welch stated that this project is not on the TPO's list of priority projects. We have 15 projects, and it is not on it. Jeff did note that a request for TDOT to prepare a Transportation Planning Report (TPR) was included in the work program. Mayor Burchett responded that this will have an impact on surrounding counties. Mayor Don Mull sympathized with Mayor Burchett, but he stated he did not want this to knock other projects out of the priority list. Mayor Taylor stated that Campbell Station is on the priority project list, and he is concerned about skipping around. The interstate has been improved from I-640 working west and Campbell Station was the next priority. Mayor Burchett responded that we need to emphasize the importance of this project to TDOT. Ed Shouse stated it is a good project, and Knox County Commission has debated this twice. It was not unanimous because the debate also considered the approval of tax incremental financing for projects in that area. Mayor Estelle Herron stated that if you have to deal with the interchange every day it is bad, and she supports the project. John Lamb asked if the project priority list is in order of how the projects will be completed, and Jeff responded they are. Jeff asked for clarification that Mayor Burchett's request is not to add this project to the priority list but only to ask TDOT to speed up the TPR. The Watt Road project is not in the Long Range Mobility Plan. Jeff noted that the priority list can be debated in January. That is when the TPO typically updates the priority project list and submits it to TDOT.

**A motion was made by Mayor Tim Burchett and seconded by Brenda Palmer to submit a letter to Commissioner Schroer requesting TDOT to expedite the preparation of an interchange modification study for the I-40/75 Watt Road interchange. The motion carried unanimously.**

Mayor Burchett left the meeting at this time.

## **7. Discussion of Recent Rescission Impacts on TDOT/MPOs' and Federal Legislation for Reauthorization.**

Action     Possible Action     Discussion     Information

**Presenter:** TPO Staff

**Item Summary:** TDOT was recently rescinded approximately \$51 million of **unobligated** federal transportation funds. The makeup of the \$51 million that TDOT returned was \$41 million of CMAQ and \$10 million of Transportation Enhancement funds. Urban Surface Transportation Program (STP) funds were protected from this rescission. To help minimize further impacts from future rescissions it is imperative that TDOT, local governments, and MPOs accelerate projects implementation and improve project tracking/status reports.

**Legislation Update:** Committees in the U.S. House and Senate have introduced summaries of their respective transportation reauthorization bills. The House Committee version is a 6 year bill which would consolidate/eliminate many programs that are not of national interest. In addition the House Bill would limit funding to what is generated by the federal motor fuels tax. The Senate Committee bill is a two year proposal also eliminating/consolidating many programs. The Senate Committee version seeks to keep funding at existing levels.

Jeff Welch explained the impact of the rescission. To avoid future rescissions, we need to have projects move forward and funding obligated as quickly as possible. He encouraged the committee members to work with Angie Midgett or Joe Carpenter to move projects through. Congress may not vote in September, and we may be operating on a continuing resolution.

#### **8. Other business**

Technical Committee Meeting, September 13, at 9 a.m. in the Small Assembly Room of the City County Building

Executive Board Meeting, September 28, at 9 a.m. in the **MAIN** Assembly Room of the City County Building

TDOT Project Tour Region 1 – September 27-30. More detailed information to follow.

PlanET Kickoff Event, Tuesday, October 11. More information to follow.

#### **9. Public comment**

There was no other public comment.

#### **10. Adjournment**

There being no further business, the meeting was adjourned.