

**TPO Executive Board Minutes
November 22, 2017
9:00 a.m.
Small Assembly Room
City County Building
Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on November 22, 2017 at 9:00 a.m. in the Small Assembly Room of the City County Building in Knoxville, TN. Mayor Tom Taylor chaired the meeting and called it to order. It was determined there was a quorum.

*Dawn Distler	Public Transportation
*Terry Frank	Mayor, Anderson County
*Jerome Joiner	State of Tennessee, <i>for Governor Bill Haslam</i>
*Ralph McGill	Mayor, Town of Farragut
*Don Mull	Mayor, City of Alcoa
*Cindy Pionke	Knox County, <i>for Mayor Tim Burchett</i>
*Harold Pitner	Tennessee County Highway Officials Association
*Madeline Rogero	Mayor, City of Knoxville
*Finbarr Saunders	Knoxville City Council
*Jack Qualls	City of Loudon, <i>for Mayor Jim Greenway</i>
*Ed Shouse	Knox County Trustee representing East TN Development District
*Randy Smith	Chair, Knox County Commission
*Tom Taylor	Mayor, City of Maryville
*James Temple	Sevier County, <i>for Mayor Larry Waters</i>
*Mark Watson	City of Oak Ridge, <i>for Mayor Warren Gooch</i>
TPO Staff	
Partner Agency Staff	
Members of the Public	

***voting members**

1. Motion to Approve October 25, 2017 TPO Executive Board Minutes

Item Summary: Approval of the October 25, 2017 TPO Executive Board Minutes.

A Motion was made by Mayor Rogero and seconded by Councilman Saunders to approve the October 25, 2017 TPO Executive Board Minutes. The Motion carried unanimously.

2. Motion to Approve a Resolution to Adopt the Title VI Report 2018

Item Summary: As the recipient of Federal Transit Administration (FTA) funding, the TPO is required to prepare a Title VI Report every three years. The requirements are outlined in FTA Circular 4702.1B that details the information, data, and maps that must be submitted. It is required that the Executive Board approve the Report. Attached is a Summary of the Title VI Report. The complete Report can be found here: www.knoxtrans.org/titlevi

Technical Committee recommends approval.

Discussion: Doug Burton reviewed the Title VI Report Summary noting the report is more akin to a desk audit in review of a checklist of required elements. He noted Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin. Subsequent Executive Orders passed over the years have provided additional protection to minorities as well as adding low income persons as a protected class.

He highlighted the interrelatedness of our outreach and planning efforts and Title VI with regards to how projects can be equitably distributed and implemented with the least amount of negative impact across our region. He touched on our region's related demographic data and the TPO's outreach methods for engaging minorities and those persons who do not speak English well. The presentation is available online and is located here:

<http://www.knoxtrans.org/meetings/agendas/exec/nov17/Title VI.pdf>

A Motion was made by Jack Qualls and seconded by Councilman Saunders to approve a Resolution to adopt the Title VI Report 2018. The Motion carried unanimously.

3. Motion to Endorse the Critical Urban Freight Corridor List

Item Summary: The 2015 FAST Act requires the designation of Critical Urban Freight Corridors (CUFCs) for the State of Tennessee. The Knoxville TPO is the lead agency for selecting CUFCs in the TPO area within a mileage limit set by TDOT, which is subject to a statewide maximum mileage limit. Designation of a CUFC allows projects that are located along that corridor to be eligible for National Highway Freight Program (NHFP) funding. This is the initial designation process and the CUFC network can be modified as determined necessary annually.

Technical Committee recommends endorsement.

Discussion: Mike Conger described the CUFC designation criteria outlined in the FAST Act and described the 2 step designation process TDOT used 1) in evaluation of the mileage afforded to each lead agency statewide (TDOT is limited to a statewide mileage cap of 105.6) and 2) the scoring criteria used in considering corridor designations, developed by TDOT following input from MPO/TPOs across the state. The TPO designates the CUFCs for our region and are subject to the 17.7 mileage limit (17%), developed by TDOT and based on multiple factors including population, employment, freight-dependent employment, NHS mileage and tons of freight imported and exported. Mr. Conger then reviewed the 6 proposed CUFCs in the Knoxville TPO Urbanized Area which total 14.62 miles. He stated that these percentages/miles are considered approximate targets to guide in the selection of designated CUFCs statewide and can be adjusted annually if necessary. TDOT has requested a letter indicating endorsement from our Executive Board. The presentation is available online and is located here: <http://www.knoxtrans.org/meetings/agendas/exec/nov17/CUFC.pdf>

A Motion was made by Ed Shouse and seconded by Councilman Saunders to endorse the Critical Urban Freight Corridor list. The Motion carried unanimously.

4. Review of Congestion Mitigation Air Quality (CMAQ) Project Applications Ranking

Item Summary: The TPO was offered an opportunity to review proposals submitted to TDOT for the 2017 statewide CMAQ Project Competition in order to provide recommendations on projects with the greatest local priority. The TPO Staff developed a scoring methodology based on project alignment with the goals from the 2040 Mobility Plan. The Technical Committee endorsed the project scores and the information was submitted to TDOT by their November 14th deadline.

Discussion: Mike Conger began with an overview of the 47 applications submitted statewide reflecting a total cost of just over \$171 million and then described the scoring process. He noted the majority of the applications submitted statewide were for traffic flow improvement projects. He noted there were 10 projects submitted from our region with a total cost of just under \$28 million, briefly reviewing each of the four traffic flow improvement projects, three vehicle replacement projects, one transit project, one freight /railroad project and an alternative fuel infrastructure project.

Mr. Conger then reviewed staff's scoring recommendations. The presentation is available online and can be found here: http://www.knoxtrans.org/meetings/agendas/exec/nov17/CMAQ_Ranking.pdf

5. **Review of Annual Listing of Obligated Projects for FY2017**

Item Summary: Each year the TPO is required to make available to the public a listing of all transportation related projects in which federal funds were obligated in the past fiscal year.

Discussion: Mike Conger reviewed the obligation history over the last eight years noting we are making progress. He reviewed the dollar amount of the programmed vs. obligated funds for FY 2017, noting the reasons for the low obligation rate include the IMPROVE Act adding \$46 million late in the Fiscal Year and that the largest programming balance is in the 1st year of a TIP, further noting we have just begun a new TIP cycle (FY 2017-2020 TIP). He reviewed the obligations by project type, fund source and programming authority. He then touched on obligation challenges including project delays, navigating the approval process and the number of projects that exceed local sponsor capacity. Mr. Conger closed highlighting some of the larger projects obligated in our planning area this last year which totaled approximately \$45 million. The presentation is available online and is located here: http://www.knoxtrans.org/meetings/agendas/exec/nov17/2017_Obligated_Projects.pdf

6. **Review of TDOT 2019-2021 3-Year Program Highway Project List**

Item Summary: TDOT has provided the TPO with the list of candidate projects for the next 3-Year Work Program under development now for presentation in the next session of the State Legislature. TDOT is asking the TPO for a ranking of these projects which will be used as one of the inputs to their overall project selection process for the final proposed 2019-2021 Work Program. TPO staff will present the project list and discuss the proposed process to rank the projects for a final vote at the December TPO meetings. TDOT has also indicated that if there other highway project needs than those already included that the TPO can submit a separate listing of those projects for future consideration.

Discussion: Mike Conger reviewed the project list noting the IMPROVE Act has resulted in the addition of new projects which now total 22 for our region. He reviewed the criteria used to rank the projects noting that the projects' previous ranking, where applicable, is also noted on the list. Mr. Conger noted the Technical Committee has been asked to submit their feedback on staff's preliminary ranking which will be incorporated into the final list, which will come back to the Technical Committee and Executive Board in December for final approval, and ultimately, submitted to TDOT by the December 31st deadline. The presentation is available online and is located here: http://www.knoxtrans.org/meetings/agendas/exec/nov17/TDOT_3_Year_Project_List.pdf

7. **Recognition of Mayor Madeline Rogero receiving the Elected Official of the Year Award from the Association of Metropolitan Planning Organizations**

Discussion: Jeff Welch congratulated Mayor Rogero on receipt of this award which was recently presented to her in Savannah, GA at the annual Association of Metropolitan Planning Organizations meeting. This organization represents 430 MPOs/TPOs nationwide and receipt of this award culminates recognition of her efforts over the years in support of transportation and community planning and efforts in engaging urban, local and regional partners in the transportation planning process. Mayor Rogero thanked the TPO for nominating her and noted she was grateful for the honor. She thanked Jeff Welch and the TPO staff for their work in doing a wonderful job in assisting the Executive Board members as well as thanked members of the TPO Technical Committee for their great work as well.

8. Other Business

- Technical Committee meeting Tuesday, December 12, 2017 at 9:00 a.m. in the Small Assembly room of the City County Building.
- Executive Board meeting Wednesday, December 20, 2017 at 9:00 a.m. in the Small Assembly room of the City County Building. *Please note this is the third Wednesday of the month due to the holiday.*
- 2018 TPO Executive Board meeting schedule. *Please note we have been asked to meet in the Main Assembly room for the April, July and October 2018 meetings.*
Attachment #7 - 2018 TPO Executive Board Meeting Schedule.
- The 11th annual Tour de Lights ride will take place Friday, December 15th, starting on Market Square at 7:00 p.m.
- Mayor Rogero encouraged everyone to attend the events this Friday (November 24th) to kick off the holiday celebrations. Visit <http://www.knoxvilletn.gov/christmas> for more information.
- Ed Shouse offered thanks to TPO staff for all of their efforts in the recent Open Streets event in October. Jeff Welch noted that Bike Walk Knoxville was now the lead organization in this event.

9. Public Comment

There was no public comment.

10. Adjournment

There was no further business and the meeting was adjourned.