

**TPO Executive Board Minutes**  
**September 26, 2018**  
**9:00 a.m.**  
**Small Assembly Room**  
**City County Building**  
**Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on September 26, 2018 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.

*Melissa Roberson	Public Transportation
*Nathan Vatter	State of Tennessee, <i>for Governor Bill Haslam</i>
*Terry Frank	Mayor, Anderson County
*Glenn Jacobs	Mayor, Knox County
*Madeline Rogero	Mayor, City of Knoxville
*Billy Pickel	Loudon County, <i>for Mayor Buddy Bradshaw</i>
*Harold Pitner	Tennessee County Highway Officials Association
*Ed Shouse	Knox County Trustee representing East TN Development District
*Hugh Nystrom	Chair, Knox County Commission
*Ron Williams	Mayor, Town of Farragut
*Tom Taylor	Mayor, City of Maryville
*Finbarr Saunders	Vice Mayor, City of Knoxville
*Don Mull	Mayor, City of Alcoa
*Jeff Headrick	Blount County, <i>for Mayor Ed Mitchell</i>
TPO Staff	
Partner Agency Staff	
Members of the Public	
*voting members	
** non-voting member	

**1. Motion to Approve August 22, 2018 TPO Executive Board Minutes**

**Item Summary:** Approval of the August 22, 2018 TPO Executive Board Minutes.

**A Motion was made by Hugh Nystrom and seconded by Mayor Mull to approve the August 22, 2018 TPO Executive Board Minutes. The Motion carried unanimously.**

**2. Motion to Approve a Resolution to Amend the FY2017-2020 Transportation Improvement Program (TIP)**

**Item Summary:** KAT requested amendment for a project exempt from air quality conformity.

**Technical Committee recommends approval.**

**Attachment #2 - Resolution**

**Discussion:** Craig Luebke reviewed the proposed amendment to the FY2017-2020 Transportation Improvement Program. The request is to amend the TIP to add a project for KAT. KAT was working with TDOT to agree upon splitting the match as opposed to the 80/20 local match. This particular project is going to be 80/10/10 between the local and State Transit funds contributing to the project. This project allows a purchase of up to eight 35-foot electric buses and charging equipment. This KAT project will be exempt from Air Quality Conformity. The total project program costs nearly eight

million dollars CMAQ funds, \$6.384 million dollars and a 20% local match comprised of KAT funding and State TDOT Transit funding.

Chairman Tom Taylor inquired about when the buses will go into service. Melissa Roberson with KAT stated that the City intends to issue a request for proposals and will be looking through the different submission of proposals. Public Transportation has been advised that it could take anywhere from 16-18 months to get the buses onsite. Mayor Mull inquired if charging stations have already been set up. Melissa Roberson answered by saying that the charging equipment will be a part of the proposals as there are different ways to manage that. Craig Luebke added that the charging equipment is inclusive in the funding and the awarding it has been granted. The presentation is available online and can be found here: [https://knoxtrans.org/meetings/agendas/exec/sep18/TIP\\_Amendment\\_Presentation\\_Sep\\_2018.pdf](https://knoxtrans.org/meetings/agendas/exec/sep18/TIP_Amendment_Presentation_Sep_2018.pdf)

**Attachment #2A - Amendment 17-2017-213 (KAT Transit Vehicles: Electric Bus Procurement) -** Amend the TIP by adding this project to purchase up to eight 35-foot electric transit buses and charging equipment. The FY 2019 cost is \$7,980,000 (\$6,384,000 federal/\$798,000 state/\$798,000 local). The total project cost is \$7,980,000.

**A Motion was made by Mayor Madeline Rogero and seconded Mayor Don Mull to approve a Resolution to Amend the FY2017-2020 Transportation Improvement Program (TIP). The Motion carried unanimously.**

**3. Motion to Endorse Multimodal Access Grant Applications to be submitted to TDOT**

**Item Summary:** Two applications were received. A committee made up of TPO staff and community members has reviewed the applications, and the results of the review will be presented at the meeting. The projects received are: 1) City of Loudon: Downtown Traffic Flow and Pedestrian Improvements, and 2) City of Knoxville: Multi-Use Path along Chapman Highway.

**Technical Committee recommends approval.**

**Discussion:** Ellen Zavisca reviewed the grants, what they entail, and their background. It is State money that is aimed at creating facilities and safer places for people to walk and bicycle across the state. This will be a 95% match, which makes it enticing to local governments. Two applications were received, the first application was from the City of Knoxville for a mile and a half of a section of Chapman Highway. The northern terminus is just north of Woodlawn Pike and the southern end is Stone Road. This is a combination of sidewalk and a multi-use path along Chapman Highway. We also received an application from the City of Loudon, for a downtown project to make some changes to on-street parking. A majority of Grove Street has angled parking and they will shift to parallel parking to make more space for pedestrians. They will also build out the sidewalks, and tighten up the turning radiuses to help reduce drivers speed around the corners to increase pedestrian safety. On Wharf Street, which comes off of Mulberry, is currently a one-way street and they will narrow it to a one lane to bring down speeds because drivers come off of the bridge at high speeds. They already have some funding for this corridor to do some of the lefts turns for Mulberry onto Grove. A summary budget for both of these projects will be up to 95% match and up to \$950,000.00 in State funding. So both projects are asking for the full \$950,000.00. Knoxville is proposing to overmatch a little bit since they have a larger total budget. Loudon is proposing a total budget of a \$1,000,000.00. We did have a committee of staff and community members who reviewed and ranked the projects and we gave Knoxville a few more points but overall both projects are great projects and we hope that the Committee recommends that we send them on to TDOT. The presentation is available online and can be found here:

[https://knoxtrans.org/meetings/agendas/exec/sep18/Multimodal\\_Access\\_Grants\\_Exec\\_Board.pdf](https://knoxtrans.org/meetings/agendas/exec/sep18/Multimodal_Access_Grants_Exec_Board.pdf)

Jeff Headrick raised a question in regards to the crosswalks on Chapman Highway as to whether or not islands will be built or if markers will be used as a mechanism to create safer crossings. Jim Hagerman, City Engineering, answered by stating that there is no room for medians in the current cross-sections,

only enhanced signals and enhanced marked crossings.

**A Motion was made by Mayor Terry Frank and seconded by Mayor Don Mull to Endorse Multimodal Access Grant Applications to be submitted to TDOT. The Motion carried unanimously.**

**4. Motion to Recommend Approval of the 2018 Update of the TPO Outreach Plan**

**Item Summary:** The draft public TPO Outreach Plan has been updated to reflect comments received from TDOT and FHWA over the past several months. Staff will review the update and changes since the April meeting. The draft Plan, Appendices and a Summary of Changes are available on the TPO website and can be found here: <https://knoxtrans.org>.

**Technical Committee recommends approval.**

**Discussion:** Ally Ketron reviewed the data and updated board members on the status of the TPO Outreach Plan. In April, we opened it up for a 45-day comment period. The TPO Outreach Plan was presented to the TPO Executive and Technical Committee, and given to TDOT and FHWA to look over. There is a summary of all the comments made available on our website. A majority of the comments were requesting clarification, while others were a bit more substantive. This document is to serve as a guide all the outreach we are doing in every plan, program and project that we are doing through the agency. The goals for Outreach are:

- To increase and improve opportunities to include the public throughout the whole process
- To increase accessibility and transparency of information we are making available
- To increase the efficiency of the process
- To provide the public with more ways to be heard
- To make transportation decisions that meet the needs of everyone
- To enhance the environmental justice process

All of the comments received were similar in the fact that community engagement is vital in everything that we do. Feedback from TDOT and FHWA emphasized on the importance of proper communication between TPO Staff and both the TPO Executive and Technical Committee. It is important to have discussion among a variety of jurisdictions and constituencies. It is noted in our Plan that Community Leaders are trusted and established in their communities and it's important to use those relationships to help us receive more engagement from underserved populations. Most of the information provided from our office is already technical and complex. So it is important to provide customers with visual tools such as photos, interactive maps, infographics and material that is easily digestible. Another change in the plan was not only outlining outreach once the draft TIP and Mobility Plans are written, but we wanted more detail about the outreach doing as the draft is developed. A chart was created for the TIP and Mobility Plan just looking at key decision points along the way and committing to certain types of outreach for each of those decision points. We have committed to updating the plan every four to five years in alignment with census data, major change in legislations, or expansion of a planning area. We have also committed to better measuring outreach: 1) visibility, 2) participation opportunities, and 3) public interest and feedback. The presentation is available online and can be found here:

[https://knoxtrans.org/meetings/agendas/exec/sep18/TPO Outreach Plan for Adoption 9-26-18.pdf](https://knoxtrans.org/meetings/agendas/exec/sep18/TPO%20Outreach%20Plan%20for%20Adoption%209-26-18.pdf)

Mayor Madeline Rogero thanked staff by stating that the more transparent you can be, and the more public process you have, the better. Mayor Tom Taylor complimented the staff summary and the in-depth information provided on the TPO Outreach Plan.

**A Motion was made by Mayor Madeline Rogero and seconded by Mayor Councilman Saunders to Endorse Multimodal Access Grant Applications to be submitted to TDOT. The Motion carried unanimously.**

## 5. Other Business

- Technical Committee meeting Tuesday, **October 16, 2018** at 9:00 a.m. in the Small Assembly room of the City County Building. *Please note date change.*
- Executive Board meeting Wednesday, October 24, 2018 at 9:00 a.m. in the **Main** Assembly room of the City County Building. *Please note the room change.*
- TPO Staff has initiated a 30-day Public Comment Period that started this past Monday, September 24<sup>th</sup> that will run through October 24, 2018. This is to get feedback on the amendments to the Mobility Plan and the TIP that also required an updated Air Quality Conformity determination. All of this information has been provided on the website at [www.knoxtrans.org](http://www.knoxtrans.org)
- Nathan Vatter, TDOT, gave a few updates on the improvements along Pellissippi Parkway and a resurfacing project that TDOT was undertaking and along with that they were looking at safety improvements and median closings. Mr. Vatter stated that paving is finished. They have closed medians at Center Point, Carmichael Road and a stub connection to Shaffer road along with median modifications to Coward Mill. The reason for that is the volumes that we have are as large as interstate traffic volumes and they really appreciate the support from this Board, the Technical Board, and County Commission for the changes that have been made. When they had interaction with citizens, they seemed to have an understanding of the projects and had very little opposition. TDOT is finishing up that project, although they still have final signs and markings to be complete and the contract completion date is November 15, 2018 but they will probably be finished by the end of October.

## 6. Public Comment

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

## 7. Adjournment @ 9:30

There was no further business and the meeting was adjourned.