

Attachment #1

**TPO Technical Committee Minutes
June 14, 2011
9 a.m.
Small Assembly Room
City/County Building
Knoxville, Tennessee**

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on June 14 at 9 a.m. in the Small Assembly Room of the City County Building in Knoxville. Chair, Andrew Sonner presided and called the meeting to order.

*Kathryn Baldwin	Anderson County
*Brian Boone	City of Maryville
*Don Brown	East TN Development District for Terry Bobrowski
*Rich DesGroseilliers	Lakeway Area TPO
*Mark Donaldson	Knoxville/Knox County MPC
*Leslie Johnson	Lenoir City
*Steve King	City of Knoxville
*John Lamb	Blount County
*Angie Midgett	Tennessee Department of Transportation
*Barbara Monty	Knox County Community Action Committee
*Ted Newsom	Knoxville Commuter Pool
*Pat Phillips	Loudon County
*Cindy Pionke	Knox County for Dwight Van de Vate
*Melissa Roberson	Knoxville Area Transit
*Blake Sartin	Metropolitan Knoxville Airport Authority
*Darryl Smith	Town of Farragut
*Andrew Sonner	City of Alcoa
Jeff Welch	Director, Transportation Planning Organization
Nathan Benditz	Transportation Planning Organization Staff
Bryan Berry	Metropolitan Planning Commission Staff
Doug Burton	Transportation Planning Organization Staff
Mike Conger	Transportation Planning Organization Staff
Corbin Davis	Federal Highway Administration
Stefanie Farrell	Third Rock Consultants
Terry Gilhula	Metropolitan Planning Commission
John Hunter	City of Knoxville
Brent Johnson	City of Knoxville
Kelley Segars	Transportation Planning Organization Staff
Anne Wallace	City of Knoxville
Charlotte West	Transportation Planning Organization Staff
Ellen Zavisca	Transportation Planning Organization Staff

***voting members**

Determination of Quorum

1. Approval of April 12, 2011 minutes

Action Possible Action Discussion Information

Presenter: Andrew Sonner, Chair

Item Summary: Approval of April 12, 2011, TPO Technical Committee minutes.

Attachment #1.

A motion was made by Leslie Johnson and seconded by Blake Sartin to approve the April 12 minutes. The motion carried unanimously.

Jeff Welch introduced Corbin Davis, who is the new representative to TPO in our area from the Federal Highway Administration.

2. Recommend Approval of Amendments to the 2011-2014 Transportation Improvement Program (TIP) and Resolution adopting the conformity determination to an amendment to the Long Range Mobility plan and TIP.

Action Possible Action Discussion Information

Presenter: TPO Staff

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

- a. Add TIP Project #2011-079 (Maynardville Highway from Temple Acres Drive to Union County line) with \$7,311,700 (*\$5,849,360 federal and \$1,462,340 state*) total HPP funds and \$21,688,300 (*\$17,350,640 federal and \$4,337,660 state*) total STP funds for CON work in 2012. Project description is to widen Maynardville Highway (SR-33) to 4/5 lanes from Temple Acres Drive to Union County line.
- b. Amend TIP Project #2011-048 (Pleasant Ridge Road) by increasing total funding from \$100,000 L-STP funds for OVRRUN work in 2011 to \$1,349,000 (*\$1,079,200 federal and \$269,800 local*) funds for OVRRUN working 2011. This is to cover cost overruns on the project. The total project cost changed from \$100,000 to \$11,500,000.
- c. Add TIP Project #2011-080 (Communications Study & Signal Timing Optimization) with \$100,000 total CMAQ funds for PE-D. The project is to develop a plan to upgrade signal timing at 11 intersections in Lenoir City and to prepare a Citywide Communications Master Plan.
- d. Resolution adopting the conformity determination to an amendment to the Long Range Mobility plan and TIP. **Attachment #2.**

Bryan Berry discussed each TIP amendment.

Mike Conger discussed the resolution adopting the conformity determination for the Maynardville Highway project. He stated that this project required an updated emissions analysis because it was moving into a nearer term horizon year of the Long Range Mobility Plan. Steve King asked about this project in terms of funding availability since it is adding so much STP funds. Jeff Welch responded that they are state STP funds, not local STP funds, and TDOT is using their own allocation.

John Lamb asked about the Pleasant Ridge project being changed from \$100,000 to \$11,500,000. Bryan answered that the \$11,500,000 was the total construction cost for the whole project that started at \$9 million and ended up at \$11 million. The TIP page had erroneously included only the original cost overrun amount and not the entire project cost so it needed to be changed. Jeff stated that he would rewrite the item description to clarify that it is a correction being made rather than an \$11,000,000 increase in cost to the project.

A motion was made by Leslie Johnson and seconded by Cindy Pionke to recommend approval of the resolution to the Executive Board approving the TIP amendments and the Long Range Mobility Plan. The motion carried unanimously.

3. Recommend approval of Congestion Mitigation Air Quality (CMAQ) Projects to be submitted to TDOT for possible funding

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: The TPO is required to submit applications to TDOT by July 1, 2011, to be considered for CMAQ funding. There is approximately \$20 million of CMAQ funds available statewide. Staff has received 12 applications totaling \$8.4 million for the first fiscal year.

Attachment #3a is a summary of the submitted applications. **Attachment #3b** is a summary of the air quality benefits for each project. **Attachment #3c** is a copy of each application.

Mike Conger provided a summary of the projects that were submitted and the emissions data. He explained that a ranking based on the emission reduction cost effectiveness was given to the projects and that this was one of the major factors that TDOT would consider in selecting projects.

Steve King asked about the project for a natural gas fueling center and whether they would need a governmental agency to be a project sponsor to contract with. Angie Midgett replied that TDOT could contract directly with a private entity but that it would help if a local government agency expressed support for the project. Jeff Welch stated that we would need to exercise caution any time that we are providing funding to a private entity.

Jeff asked about KAT's vehicle request application and whether it was in addition to the 3-year program of vehicle replacements that was awarded funding under last year's CMAQ process. Melissa Roberson stated that this year's application was for different vehicles than last year's, and if approved would come close to getting KAT caught up on where they need to be in terms of the age of vehicles in their fleet. Jeff asked if they had funding commitments in place from U.T. to fund the expanded service that they were requesting vehicles for, and she responded that it was still too early for firm commitments but that they were working with U.T. on it.

Mike stated that these projects are due to TDOT by July 1. There will be a workshop in Nashville on August 5 to present the projects. The selections will be picked on September 2. If you can add information to your applications, it may help to tell why the project is needed in this area. There was further discussion about the KAT projects and whether it was too early to apply for the vehicles for the new service due to the uncertainty of the specific routes since TDOT requires that you not change the scope of your project once funding is awarded. Melissa stated

she would talk to Alan Jones of TDOT to determine how the application would need to be worded. Steve King stated that the Ft. Sanders project can be done in two phases, if the funds are short. Angie Midgett stated that if after 2 years no progress has been made on a project, TDOT may take the funds back.

A motion was made by Pat Phillips and seconded by Cindy Pionke to recommend CMAQ projects to TDOT for possible funding. The motion carried unanimously.

4. State 3-Year/TIP Comparison

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: TPO Staff has prepared a comparison of highway related projects that is in the recently approved TDOT 2012-2014 Multimodal Transportation Program and the 2011-2014 Regional TIP.

Bryan Berry stated that the change is in the line item and should be 2012-2014. He discussed the table in Attachment #4. Jeff stated that funding is limited because of the new administration and the uncertainty of another federal recession of transportation dollars. He encourages each member to work with their state legislators for funding. Jeff also stated that the TPO anticipates adjustments or amendments from TDOT in the future regarding the differences where the current Regional TIP 2011-2014 did not match funding phases or have existing projects found in the State 3-Year 2012-2014 Multimodal Transportation Program.

Attachment #4 - Summary Table Comparison

5. 2012/2013 Unified Planning Work Program Draft – New projects/tasks

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: A preliminary work program has been submitted to TDOT and FHWA for compliance review. Staff is seeking requests for any special planning studies or Transportation Planning Reports that the TPO and TDOT should consider in the upcoming 2012 Work Program. *Requests should be submitted by Friday, July 1, 2011, to staff.*

Jeff Welch stated that a new work program has to be submitted. Several TPOs have been carrying a fund balance and now have to program the fund balance into the work program. There is \$700,000 left to program. The funds need to be obligated so we will not lose them. We prepare two years of budgets and program for the contingency funds. A draft will be emailed to the Technical Committee for your review and consideration in August. Any Transportation Planning Reports that you want to prepare have to be in the work program. Staff needs this list by July 1.

6. Expansion 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 seven adjacent counties). Staff will present preliminary maps and an initial assessment at this meeting.

Jeff Welch introduced Terry Gilhula, Information and Research Manager for MPC, who stated that TPO staff was directed by the Executive Board at their April 27 meeting to look at the TPO's planning area boundaries. He defined the concepts of metropolitan planning area (MPA) and urbanized area (UA). He explained that the UA area is a key component of the MPA, and that a new definition of the local UA will be released by the Census Bureau in 2012. In advance of that release, TPO staff used current UA criteria to estimate what the newly delineated UA might be. Those criteria were applied to the Combined Statistical Area (CSA). When looking at current patterns of population density, it was estimated that several outlying counties of the CSA will likely not be included in the 2012 UA delineation. It was stated that, for now, those counties will be excluded from further analysis, unless the Committee wishes to retain them.

Terry then reviewed a summary of historical population growth and 20-year population projections for the region. He also presented other information, including physical barriers to growth and travel trends. At the conclusion of the presentation, John Lamb stated he would like staff to use the current metropolitan statistical area (MSA) boundaries as the region for UA analysis. Also, to assist with evaluating the MPA boundaries further, Jeff Welch asked Committee members to let staff know where they expect growth to occur in next 20 years. Jeff stated that there could be a workshop on this topic in July.

7. Project Action

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: Easter Seals Project Action has selected Knoxville as one of ten cities to participate in the Accessible Transportation Coalitions Initiative (ATCI). An application prepared by the TPO, KAT, City of Knoxville, and Knox County CAC Transit was selected through a competitive process. This group continues to work together with Project Action to plan the event. ATCI will help establish a coalition of advocates which seek to improve accessible transportation options for people with disabilities. Project Action staff will facilitate a two-day event with a group of approximately 25 persons who are interested in accessible transportation issues. As part of this event, the group will help update the TPO's Human Services Transportation Coordination Plan. The facilitators will also help provide the coalition with tools and strategies to continue working together once the event is over. The two day event is tentatively scheduled for September 21 and 22 of 2011.

Doug Burton stated that Knoxville received a grant through the Accessible Transportation Coalitions Initiative (ATCI). He explained the details of the grant. Barbara Monty brought the project to his attention. The grant is through Easter Seals Project Action which is an

organization that promotes accessible transportation for persons who are disabled. The project is funded in part by the U.S. DOT and FTA. A team consisting of: Cindy McGinnis of KAT, Stephanie Brewer-Cook of the City of Knoxville, Barbara Monty of Knoxville Knox County CAC, and Doug put together the application. The group that put together the application is also acting as the oversight committee for the project. The grant contains no “real” funding – but it provides one year use of the Project Action staff as a resource for technical assistance, which includes the Project Action staff conducting a two day workshop in Knoxville.

The goal of ATCI is to promote cooperation between the transportation industry and the disability community to increase mobility for people with disabilities. The two day workshop has several purposes and these include: (1) to help us update our Regional Human Services Transportation Coordination Plan, (2) to help us establish a coalition or advocacy group for accessible transportation, (3) to facilitate group discussion around the urgent issues for accessible transportation resulting in a plan to address those issues (HSTCP); (4) to provide technical assistance regarding best practices to reach solutions; and (5) to teach, through example, a community change process with which the coalition can continue to develop strategies to affect positive change in the future. The two day event will be limited to 25 people and the Project Action staff will come to Knoxville to conduct the workshop. September 20-21, 2011. Following the event, ESPA will provide technical support to each team for a year. Doug said several of the Technical Committee members would be invited to the workshop. Doug also invited any of the members to participate or to recommend people from their jurisdictions who they thought might be interested in participating.

8. Regional Transit Corridor Analysis Project Update

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: The TPO has received a grant from TDOT to prepare a Regional Transit Corridor Analysis. The TPO has selected a consultant team to assistance with this effort. The study will look at a variety of corridors in the Region to determine if any can support higher capacity transit in the future. Higher capacity transit could include a variety of options, from very frequent bus service, to Bus Rapid Transit, to possibly passenger rail. The project is officially getting underway and staff will provide an overview of the scope-of-work and update the Technical Committee on recent activities.

Doug Burton showed a PowerPoint presentation updating the status of the Regional Transit Corridor Study. The study is being funded by TDOT. The TPO staff is administering the study. The consulting firm STV/Ralph Whitehead Associates was selected. STV has a team that includes several sub-consultants. The study is scheduled to be complete by mid-2012.

The goal of the study is to identify up-to-three corridors that can support higher capacity transit. Modes of transit to be considered range from passenger rail, to bus rapid transit, to more frequent bus service. The consultants will use a two Tier evaluation process to analyze the various corridors in the region and to narrow them down to the three that are the most appropriate. Then, the consultants will examine the three corridors in detail and develop alignments, costs, ridership

forecasts, and funding strategies. Equally as important, the consultant will develop a Transit Oriented Development (TOD) Toolbox. The TOD Toolbox will look at the land use and TOD opportunities within the corridors and make recommendations on how to improve local ordinances to encourage transit friendly development.

The project's public involvement process will officially kick-off in early September. There is both a working committee and a citizens' committee that will help provide input throughout the study. Due to funding constraints the mid-2012 deadline to complete the study is firm. Therefore, staff will need to work diligently to be sure the recommendations of this study are included in the PlanET study that will conclude after this study's deadline.

9. Update on PlanET Planning Project

Action Possible Action Discussion Information

Presenter: TPO Staff

Item Summary: Staff will give an update on the progress to date that the PlanET Consortium has made over the last 5 months.

Jeff Welch gave an update on PlanET. They have had several meetings with the board of mayors and the consortium. They have advertised for an RFQ to retain a consultant for the scope of work. The next two meetings will be held on Tuesday, June 21, at 10:30 a.m. at the Oak Ridge Chamber and August 11, at 9:30 a.m., the Board of Mayors will meet in Maynardville to approve the organizational structure. A leadership team with representatives from each of the five counties has been formed.

10. Other business

Executive Board Meeting, June 22, at 9 a.m. in the Small Assembly Room of the City County Building

Technical Committee Meeting, July 12, at 9 a.m. in the Small Assembly Room of the City County Building

Jeff Welch told the committee about a report from the Transportation Research Board's National Cooperative Highway Research Program Synthesis 414: Effective Delivery of Small-Scale Federal-Aid Projects examines streamlined methods for meeting federal funding requirements for small-scale highway projects. The report explores ways that state departments of transportation work with local agencies to implement small projects eligible for federal funding.

11. Public comment

There was no public comment.

12. Adjournment

There being no further business, the meeting was adjourned.