

**TPO Executive Board Minutes
November 16, 2016
9:00 a.m.
Small Assembly Room
City/County Building
Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on November 16, 2016 at 9:00 a.m. in the Small Assembly Room of the City/County Building in Knoxville, TN. Mayor Madeline Rogero chaired the meeting and called it to order. It was determined there was a quorum.

*Terry Frank	Mayor, Anderson County
*Duane Grieve	Vice Mayor, City of Knoxville
*Jerome Joiner (9:25)	State of Tennessee, <i>for Governor Bill Haslam</i>
*John Lamb	Blount County, <i>for Mayor Ed Mitchell</i>
*John Mathews	Sevier County, <i>for Mayor Larry Waters</i>
*Don Mull	Mayor, City of Alcoa
*Billy Pickel	Loudon County, <i>for Mayor Buddy Bradshaw</i>
*Cindy Pionke	Knox County, <i>for Mayor Tim Burchett</i>
*Dawn Distler	Knoxville Area Transit
*Madeline Rogero	Mayor, City of Knoxville
*Jack Qualls	City of Loudon, <i>for Mayor Jim Greenway</i>
*Ed Shouse	Knox County Trustee representing East TN Development District
*Josh Suddath	State of Tennessee, <i>for Governor Bill Haslam</i>
TPO Staff	
Partner Agency Staff	
Members of the Public	
*voting members	

Mayor Rogero recognized John Lamb, representing Blount County, who is retiring at the end of the year.

1. Motion to Approve October 26, 2016 TPO Executive Board Minutes

Item Summary: Approval of October 26, 2016 TPO Executive Board Minutes.

A Motion was made by Mayor Frank and seconded by Ed Shouse to approve the October 26, 2016 TPO Executive Board Minutes. The Motion carried unanimously.

2. Motion to Approve Recommendations for Distribution of FTA Section 5307 Urbanized Area Formula Program and FTA Section 5339 Bus and Bus Facilities Program Funds

Item Summary: Each fiscal year the urban area receives from the Federal Transit Administration (FTA) an allocation of Section 5307 – Urban Area and Section 5339 Bus and Bus Facilities funds. These funds are used to provide public transit services. The City of Knoxville is the Designated Recipient of these funds. The City of Knoxville has an application process for agencies interested in receiving these funds. City of Knoxville Mayor Rogero and the TPO staff reviewed the applications. The City has the responsibility of making the final recommendation for funding distribution. The TPO Executive Board is asked to provide its concurrence on Mayor Rogero’s funding recommendations. Staff will review the Memo and the FTA required Program of Projects. Distributions will be added to the TIP as adjustments, which do not require formal approval.

Technical Committee recommends approval.

Public Hearing: As a requirement of the FTA a Public Hearing will be held during the Executive Board meeting to allow for public input regarding the proposed transit funding distribution and the draft Program of Projects (POP). The Executive Board should consider all public comments. After all citizens have had the opportunity to comment, the Public Hearing will be officially closed and the vote will follow. Members of the public may address the Executive Board with a five-minute time limitation for each person.

Discussion: Doug Burton reviewed what is funded under FTA Section 5307 and Section 5339 as well as the history of how these funds have been distributed to KAT, CAC, and ETHRA since FY2013, having only been distributed to KAT prior to that. He explained how the funds being distributed are actually reimbursements for services already provided. This primarily is the result of Congress waiting so late to pass a complete annual budget. Mr. Burton touched on a current eligibility issue regarding ETHRA and their in-ability to use Section 5307 funds for general operations though they can use funding for work trips and maintenance costs on vehicles. This in-ability to use 5307 funding for general operations had lowered the amount of funding that ETHRA can utilize so their request was less this year.

Noting the amount of funds allocated for FY 2016 are less than last year for both funding pools, Mr. Burton then reviewed the City of Knoxville's recommended Section 5307 distribution for FY 2016. As there was less funding the decision was to give each agency a proportional cut (except ETHRA who asked for less). Because ETHRA asked for less those savings helped offset KAT and CAC's potential funding reduction. For the recommended distribution of Section 5339 the City of Knoxville awarded funding for both FY 2016 and FY 2017 to ETHRA and KAT (CAC did not make a request). Mr. Burton noted that after four years of the application process, the City of Knoxville, KAT, CAC, and ETHRA would like to enter into a long term agreement on funding. He noted at the request of Mayor Rogero, TPO staff is working towards various scenarios on what this agreement might look like. Mr. Burton, at the request of Mike Patterson from ETHRA who was unable to attend today, stated that Mr. Patterson was working with ETHRA's Board and that unfortunately, less funding may mean some reduction in services. Mr. Patterson was in agreement that a longer term solution, using some sort of formula, would be best.

Mr. Burton noted staff have not received any comment from the public.

Mayor Rogero opened the Public Hearing. There was no public comment. **Mayor Rogero closed the Public Hearing.**

A Motion was made by Jack Qualls and seconded by Dawn Distler to approve recommendations for distribution of FTA Section 5307 Urbanized Area Formula Program and FTA Section 5339 Bus and Bus Facilities Program Funds. The Motion carried unanimously.

3. Motion to Endorse Draft Project List for 2040 Mobility Plan Update

Item Summary: The TPO staff is seeking endorsement of the draft project list for the Mobility Plan Update at this time in order to proceed with compiling the first draft and begin conducting the required air quality conformity analysis of the projects. Any subsequent major changes to the project list in terms of additions, deletions or project scope modifications could cause delays in Plan development and approval.

Technical Committee recommends approval.

Discussion: Mike Conger noted the list is sorted by jurisdiction, horizon year and project type. Staff are seeking endorsement from the Board so they can move forward with the next phase of the Plan update which is to develop a draft Plan document which includes the project list to be submitted for review first to TDOT, then to our federal partners, FHWA and FTA, leading up to the adoption of the Plan update targeted for the Spring of 2017. The process will also include the required air quality conformity analysis which

staff will conduct on the list once it is endorsed by this body. This list has been in development since the spring of 2016 starting with a Call-for-Projects.

Applications were scored against the criteria adopted by the TPO Executive Board, prioritizing the list into what could be financially constrained over the timeframe of the Plan (2040). He noted staff have met with member jurisdictions during the development of the list. Mr. Conger reviewed the final timelines for the Mobility Plan update stressing changes in this list going forward could jeopardize the targeted spring of 2017 adoption. It was clarified the final project list will be adopted with the adoption of the Mobility Plan update in the spring of 2017.

A Motion was made by Mayor Mull and seconded by Cindy Pionke to endorse the Draft Project List for the 2040 Mobility Plan Update. The Motion carried unanimously.

4. Review of Annual Listing of Obligated Projects for FY2016

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: Mr. Conger noted the list is reflective of the federal fiscal year, October 1, 2015 through September 30, 2016. It was clarified that “programmed dollars” reflect the dollar amount programmed into the Transportation Improvement Program for each phase of a project, and that “obligated dollars” are dollars that the federal government has committed to reimburse the project sponsor for those costs. He reviewed the funding obligations starting with an 8 year historical prospective of what was programmed verses what was obligated. He then reviewed the FY 2016 obligations by type of project, by fund source and by programming authority in detail, noting roughly 76% of programmed funds were obligated in FY 2016. He then reviewed how regionally managed funds were obligated in FY 2016. He touched on potential hurdles to moving forward with the obligations. The complete annual list of obligated projects is available on the TPO website at www.knoxtrans.org. The complete presentation is available online and is located here: [http://www.knoxtrans.org/meetings/agendas/exec/nov16/Obligated Projects FY2016.pdf](http://www.knoxtrans.org/meetings/agendas/exec/nov16/Obligated%20Projects%20FY2016.pdf)

5. Update on the Americans with Disabilities Act Transition Plan Requirements

Item Summary: Staff will provide an update on the region’s ADA compliance status. Also to be discussed will be a timeline as proposed by FHWA to TDOT.

Discussion: Jeff Welch updated Board members on regional compliance with regards to FHWA and TDOT mandated ADA Transition Plan Compliance Milestones and Completion Dates, noting non-compliance could impact a jurisdiction’s ability to receive federal and state funding, including but not limited to transportation related dollars. Mr. Welch noted the process of coming into compliance offers an opportunity for member jurisdictions to collaborate and share resources. The complete presentation is available online and can be found here:

[http://www.knoxtrans.org/meetings/agendas/exec/nov16/ADA Compliance.pdf](http://www.knoxtrans.org/meetings/agendas/exec/nov16/ADA%20Compliance.pdf)

6. Video on Walkability in Knox County

Item Summary: TPO staff worked with the Knox County Health Department and other partners on this video highlighting the importance of walkability to our fiscal and physical health. The video is online here: <https://vimeo.com/188694218>

Discussion: Due to technical difficulties the video was unavailable and a link will be emailed to Board members. The video is also available on the TPO website at www.knoxtrans.org. Ellen Zavisca updated Board members on the work initiated last spring in Georgia at the Walkability Action Institute, attended by a team assembled from our region. Along with the production of this video, the group that participated have been partnering with the TPO and Health Department to have a series of speakers in addition to

working towards bringing recommendations on zoning ordinance updates that will enhance walkability to local governments next year.

7. Other Business

- Technical Committee meeting Tuesday, December 13, 2016 at 9:00 a.m. in the Small Assembly Room of the City/County Building.
- Executive Board meeting *Wednesday, December 21, 2016* at 9:00 a.m. in the Small Assembly Room of the City/County Building.
- Save the Date: November 29, 2016, the TPO is partnering with the Knox County Health Department, ETQG and others to host another ET Competes/Walkability Speaker Series Event. This event will feature Joe Minicozzi, principal of Urban3 of Asheville, NC. Mr. Minicozzi's company, Urban3, analyzes the relationship between building design and tax production across the United States and Canada.
- Mayor Rogero noted she will be completing her 2 year term at the end of this year. Nominations for Chair and Vice Chair and elections will occur at our first regularly scheduled Board meeting in 2017.

8. Public Comment

There was no public comment.

9. Adjournment

There was no further business and the meeting was adjourned.