

**TPO Executive Board Minutes
June 27, 2018
9:00 a.m.
Small Assembly Room
City County Building
Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on June 27, 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.

*Dawn Distler	Public Transportation
*Troy Ebbert	State of Tennessee, <i>for Governor Bill Haslam</i>
*Terry Frank	Mayor, Anderson County
*Cindy Pionke	Knox County, <i>for Mayor Tim Burchett</i>
*Madeline Rogero	Mayor, City of Knoxville
*Jack Qualls	City of Loudon, <i>for Mayor Jim Greenway</i>
*Finbarr Saunders	Vice Mayor, City of Knoxville
*Amber Scott	City of Lenoir City, <i>for Mayor Tony Aikens</i>
*Ed Shouse	Knox County Trustee representing East TN Development District
*Andrew Sonner	City of Alcoa, <i>for Mayor Don Mull</i>
*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	

Mayor Taylor recognized the late Dr. Ralph McGill noting his tremendous contributions to the Town of Farragut and to this Board.

1. Motion to Approve April 25, 2018 TPO Executive Board Minutes

Item Summary: Approval of the April 25, 2018 TPO Executive Board Minutes.

A Motion was made by Mayor Rogero and seconded by Vice Mayor Saunders to approve the April 25, 2018 TPO Executive Board Minutes. The Motion carried unanimously.

2a. PUBLIC HEARING on the Federal Transit Administration (FTA) Program of Projects

Item Summary: 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 Program of Projects (POP). Each fiscal year the urban area receives from the FTA an allocation of Section 5307 – Urban Area and Section 5339 – Bus and Bus Facilities Grant funds. These funds are distributed to KAT, Knox CAC Transit, and ETHRA on a pre-agreement percentage. The POP is a specific list of projects to be funded with Section 5307 & Section 5339 funding by each agency. After all comments have been received, the Public Hearing will be officially closed.

Technical Committee supports the distribution of funds as presented.

Discussion: Jeff Welch reviewed the proposed Program of Projects noting once final, staff will complete the administrative adjustments to the Transportation Improvement Program to recognize the projects /distributions outlined in the POP. He reviewed this year's allocations to CAC, ETHRA and KAT, further highlighting how each agency plans to utilize these funds. Mayor Rogero thanked all of the partners involved in the work done last year to establish set percentages making it not only much easier to move through the process but allows the 3 receiving agencies to know the amount of funds they will receive much earlier in the process. The presentation is available online and can be found here: <https://knoxtrans.org/meetings/agendas/exec/jun18/FTA-POP.pdf>

Mayor Taylor opened the Public Hearing. There were no members of the public in attendance wishing to comment. Staff did not receive any comments during the publically noticed 14 day public comment period which ended June 25, 2018 at 4:00 pm. **Mayor Taylor closed the Public Hearing.**

2b. Motion to Support the Distribution of FTA Section 5307 and Section 5339 Funds as Presented

A Motion was made by Jack Qualls and seconded by Vice Mayor Saunders to support the distribution of FTA Section 5307 and Section 5339 funds as presented. The Motion carried unanimously.

3. Motion to Adopt Transit Asset Management (TAM) Targets

Item Summary: The FTA requires recipients of funding to prepare TAM Plans. The purpose of these Plans is to create a strategic method for replacing transit capital assets. Each transit agency must prepare a TAM Plan and the TPO is required to set regional performance targets for the urban area. Targets are set by asset category, which includes Rolling Stock, Equipment, and Facilities. The TPO must use these Targets when measuring performance progress when updating the Long Range Mobility Plan and the Transportation Improvement Program.

Technical Committee recommends adoption.

Discussion: Jeff Welch gave an overview of TAM Plans, which came out of the FAST Act, noting all recipients of FTA funding that own, operate or manage capital assets used to provide public transportation are required to develop a TAM Plan by October 1, 2018. These plans outline a strategic and systematic practice of procuring, operating, maintaining and replacing transit capital assets. Transit agencies, for our region CAC, ETHRA and KAT, must coordinate with the TPO and TDOT in the development and monitoring of these Plans and further, must report assets inventories, condition and performance measures through the National Transit Database. Mr. Welch reviewed the proposed TAM targets for the Knoxville Regional TPO.

Mayor Rogero again thanked staff and partner agencies for their collaborative efforts in the development of these targets. Dawn Distler wanted to congratulate Si McMurry, the primary author of KAT's TAM Plan as his plan is now being used across the state in other transit systems. Further, their FTA Region 4 representative, visiting last week for KAT's triennial FTA review wants to take it back to FTA to share with transit agencies across the region. The presentation is available online and can be found here: <https://knoxtrans.org/meetings/agendas/exec/jun18/TAM.pdf>

A Motion was made by Amber Scott and seconded by Mayor Rogero to adopt the Transit Asset Management (TAM) Targets. The Motion carried unanimously.

4. Motion to Adopt Performance Measures Addenda for the 2017-2020 Transportation Improvement Program and the Mobility Plan 2040

Item Summary: Approval of addenda to the TIP and Mobility Plan to incorporate Safety Performance (PM1) measures and targets. Addenda also include expanded discussion of Pavement and Bridge Condition (PM2), System Performance (PM3) measures, and Transit Asset Management (TAM) Targets.

Technical Committee recommends adoption.

Discussion: Craig Luebke began noting a Performance-based Planning and Programming (PBPP) approach to planning was introduced in MAP-21 and continued into the FAST Act and directs the use of a PBPP process to inform strategic transportation investment decisions with a focus on achieving performance outcomes. He touched on the 7 National goals and performance areas and measures established by Congress. He noted performance targets are established by State DOTs, MPOs and transit agencies also noting MPOs are required to establish regional targets for each performance measure or adopt the state DOT targets. Mr. Luebke noted the TPO adopted TDOT's PM1 (Safety) targets in December 2017 and will need to develop targets for PM2 (Infrastructure Condition) and PM3 (System Performance) within the next 180 days or adopt those targets set by TDOT in May of 2018. He then noted these addenda will bring the Mobility Plan (MP) and Transportation Improvement Program (TIP) into compliance with performance measures requirements and allows the MP and the TIP amendments/adjustments to move forward. The presentation is available online and can be found here: <https://knoxtrans.org/meetings/agendas/exec/jun18/TPM-PBPP.pdf>

A Motion was made by Mayor Rogero and seconded by Vice Mayor Saunders to adopt the Performance Measures Addenda for the 2017-2020 Transportation Improvement Program and the Mobility Plan 2040.

A discussion ensued with respect to the national goal of reduced project delays. Concern was shared surrounding the tremendous amount of bureaucratic requirements for even small projects which frequently result in project delays. Jeff Welch noted that staff, TDOT and FHWA are sensitive to the delays and along with MPO's across the state the TPO is issuing quarterly reports on the progress of locally managed projects. Troy Ebbert noted TDOT is working to resolve issues in order to move projects along. KB Aboagye introduced himself as the new manager of TDOT's Office of Community Transportation and noted TDOT is very aware of this issue and further noted one of the key reasons their office was established was to enhance communication with TDOT on this and other issues, and to assist with working towards solutions with appropriate staff at TDOT. He encouraged member jurisdictions to contact his office with any issues.

Mayor Taylor called for a vote on the Motion on the floor. The Motion carried unanimously.

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

Item Summary: This project is exempt from air quality conformity.

Technical Committee recommends approval.

Discussion: Craig Luebke reviewed the proposed amendment for the Knox County Greenaway Project Phase II, revising termini to reflect current corridor development and construction status as well as adjusting total project cost.

A Motion was made by Mark Watson and seconded by Vice Mayor Saunders to approve a Resolution to amend the FY2017-2020 Transportation Improvement Program (TIP). The Motion carried unanimously.

Mayor Taylor recognized Alderman Ron Williams and Alderman Louise Povlin, in attendance today from the Town of Farragut.

6. Other Business

- Jeff Welch noted that due to the lack of Action Items both the July Technical Committee and Executive Board meetings are cancelled.
 - In support of quarterly project status reports and tracking of TPO allocated funding, staff have been contacting agency representatives to schedule meetings this month to discuss their projects. The intent is to briefly discuss each project's development status and timeline, funding and potential delays. TDOT has requested that a completed project status summary report be returned to them by July 2, 2018.
 - TDOT has released their Multimodal Access Program 2018 Call for Projects. The TPO is tasked with recommending up to 3 applications to submit to TDOT. The applications are due to the TPO by August 27, 2018 and to TDOT by September 28, 2018. Please contact Ellen Zavisca with any questions at 865-215-4014 or ellen.zavisca@knoxtrans.org.
- Attachment #6 - Call for Projects Email**
- Jeff Welch noted that there are Handouts available today that summarize recently updated bike-ped crash data collected throughout the urbanized area.
 - Dawn Distler noted KAT recently had their triennial review from the Federal Transit Administration noting it is their second triennial review in a row where they had no findings.
 - It was noted Eric Wilson with TDOT Project Development is present today and is available for any questions.
 - Troy Ebbert announced that Trey Joiner, local TDOT Community Planner, will be taking a new position in Minneapolis in July and wished him well. TDOT will be working to fill his position.

7. Public Comment

There was no public comment.

8. Adjournment

There was no further business and the meeting was adjourned.