

TPO Technical Committee Minutes
January 15, 2013
9:00 a.m.
Small Assembly Room
City/County Building
Knoxville, Tennessee

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on January 15, 2013 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. It was determined that there was a quorum.

*Perrin Anderson	Sevier County, <i>for Greg Patterson</i>
*Kathryn Baldwin	City of Oak Ridge
*Brian Boone	City of Maryville
*Don Brown	ETDD, <i>for Terry Bobrowski</i>
*Karen Estes	CAC, <i>for Barbara Monty</i>
*Deborah Fleming	Tennessee Department of Transportation (TDOT), <i>for Angie Midgett</i>
*Jim Hageman	City of Knoxville
*Mark Donaldson	Knoxville-Knox County MPC
*Leslie Johnson	Lenoir City
*John Lamb	Blount County
*Ted Newsom	Knoxville Commuter Pool
*Mike Patterson	ETHRA, <i>for Gary Holiway</i>
*Pat Phillips	Loudon County
*Cindy Pionke	Knox County, <i>for Dwight Van de Vate</i>
*Melissa Roberson	Knoxville Area Transit (KAT)
*Darryl Smith	Town of Farragut
*Blake Sartin	Knoxville Airport Authority
*Andrew Sonner	City of Alcoa
TPO Staff	
Partner Agency Staff	
Members of the Public	
* voting members	

Determination of Quorum

1. Approval of November 13, 2012 Minutes

Item Summary: Approval of November 13, 2012 TPO Technical Committee Minutes.

Attachment #1 – November 13, 2012 Minutes

Action: A Motion was made by Leslie Johnson (Lenoir City) and seconded by Cindy Pionke (Knox County) to approve the November 13, 2012 Minutes. The Motion carried unanimously.

2. Recommended Approval of Amendments to the 2011-2014 Transportation Improvement Program (TIP)

Item Summary: The following Amendments to the TIP were requested by our state or local governments. Staff recommends approval for Amendments 2a and 2b requested by TDOT. The City of Knoxville/KAT TIP Amendments 2c through 2i, programs the first six months of the Knoxville urban area's FY 2013 – Section 5307 Transit Funds, staff recommends approval.

(Staff Comment: The Federal Transit Administration (FTA) in a letter to Governor Haslam dated July 12, 2012 provided guidance on how to program FTA FY 2013 funding in urban areas that expanded as a result of the 2010 Census. Before the last six months of the FY 2013 funds can be added to the TIP, the City of Knoxville/KAT, TPO, TDOT and the other transit providers need to address the issues outlined by FTA.)

Attachment #2a – TIP Amendment 2011-017 (I-40 Weight Station Ramp Extension) - Amend the project by changing FY 2013 funding type from IM to NHPP and increasing the total funding from \$1,200,000 (\$1,080,000 federal and \$120,000 state) to \$2,200,000 total (\$1,980,000 federal and \$220,000 state).

Attachment #2b – TIP Amendment 2011-085 (Knoxville Smartway ITS Expansion) - Amend the project by changing the funding type from IM to NHPP and increasing the total funds from \$3,576,700 total (\$3,219,030 federal and \$357,670 state) to \$5,100,000 total (\$4,590,000 federal and \$510,000).

Attachment #2c – TIP Amendment 2011-200 (KAT Section 5307 Transit Funds) - Amend the project by shifting the remainder of FY 2012 (Section 5307) funds in the amount of \$740,085 total (\$592,069 federal, \$74,008 state, and \$74,008 local) and FY 2013 (Section 5307) funds in the amount of \$3,096,923 total (\$2,477,538 federal, \$309,692 state, and \$309,693 local) for a combined total of \$3,837,008 total (\$3,069,606 federal, \$383,700 state, and \$383,701 local) to current projects: 2011-227 (Purchase bus shelters), 2011-224 (Acquire support equipment), 2011-226 (Non-fixed route ADA paratransit), 2011-225 (Preventative maintenance), 2011-230 (Program support), and 2011-235 (Real estate acquisition). The total project cost is amended from \$13,724,208 to \$9,887,200.

Attachment #2d – TIP Amendment 2011-224 (Acquire support equipment) - Amend the project by adding FY 2013 Section 5307 funds from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$32,860 total (\$26,288 federal, \$3,286 state, and \$3,286 local).

Attachment #2e – TIP Amendment 2011-225 (Preventative maintenance) - Amend the project by adding FY 2013 Section 5307 funds from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$3,030,186 total (\$2,424,149 federal, \$303,018 state, and \$303,019 local).

Attachment #2f – TIP Amendment 2011-226 (Non-fixed route ADA paratransit) - Amend the project by adding FY 2013 Section 5307 funds from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$328,602 total (\$262,882 federal, \$32,860 state, and \$32,860 local).

Attachment #2g – TIP Amendment 2011-227 (Purchase bus shelters) - Amend the project by adding FY 2013 Section 5307 funds from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$32,860 total (\$26,288 federal, \$3,286 state, and \$3,286 local).

Attachment #2h – TIP Amendment 2011-230 (Program support and administration) - Amend the project by adding Section 5307 funds from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$162,500 total (\$130,000 federal, \$16,250 state, and \$16,250 local).

Attachment #2i – TIP Amendment 2011-235 (Real estate acquisition) – Add the project to the TIP for the purchase of parcel adjoining KAT Magnolia Maintenance Facility.

Discussion: Bryan Berry (MPC) briefly reviewed each of the nine proposed Amendments, stating that Amendments 2a and 2b were requested by TDOT and Amendments 2c through 2i reflected KAT Transit projects and concern Section 5307 Transit funds. Doug Burton (TPO) noted recent changes in funding subsequent to the new Map-21 legislation as well as the expansion of the Urbanized Area (UZA) which put a strain on the federal transit dollars we receive from the FTA. Mr. Burton referenced a recently received letter sent to all UZA's from FTA which outlined how funding should be addressed in areas that had a large expansion. Mr. Burton noted that staff have been meeting over the last few months and met with mayors and city managers of the affected areas just before the holidays. He noted at that meeting they requested additional, more specific information from CAC and ETHRA on those potentially negatively impacted and further requested a concrete proposal to address these changes. Staff is working towards a compromise to keep federal dollars flowing into our area. He further noted Congress has passed the first 6 months of funding and this is what KAT is programming currently. Mr. Burton noted we need to work out local issues before the next round of funding from Congress.

Jeff Welch (TPO) noted 2 ways to potentially address this growing need. He touched on the Coordinated Human Services Transportation Plan that staff need to update as well as outcomes of the Mobility Plan Update and PlanET. Melissa Roberson (KAT) briefly discussed KAT's long range planning and noted that it centers on the urban core of the City. She further noted the City of Knoxville is the sole funding partner in KAT's budget (outside of state and federal dollars). Mike Patterson (ETHRA) noted though a lot of their transport involved medically related trips there were also recreational and employment related trips made as well. Significant discussion ensued regarding the need for a cohesive effort to address ongoing transit issues and needs on a regional level. It was requested that staff explore how other similar size areas address transit on a regional basis.

Action: A Motion was made by Pat Phillips (Loudon County) and seconded by Leslie Johnson (Lenoir City) to approve the Amendments to the 2011-2014 Transportation Improvement Program (TIP). The Motion carried unanimously.

3. Election of Officers

Item Summary: The Bylaws state that the Technical Committee shall elect a Chair and Vice Chair. The Chair and Vice Chair shall be elected from the membership of the Technical Committee by a majority vote. Election of officers shall take place during the first meeting of the calendar year. The term of office shall be for one year. Any officer is eligible to serve a maximum of two consecutive terms. The TPO Director will serve as permanent Secretary.

Attachment #3 – TPO Chairs and Vice Chairs from 1993 to present

A Motion was made by Pat Phillips (Loudon County) and seconded by Kathryn Baldwin (City of Oak Ridge) to nominate Leslie Johnson (Lenoir City) as Chair. The Motion carried unanimously.

A Motion was made by Brian Boone (City of Maryville) and seconded by John Lamb (Blount County) to nominate Cindy Pionke (Knox County) as Vice Chair. The Motion carried unanimously.

4. Ranking of TDOT Highway Projects

Item Summary: TDOT asked the TPO to rank the projects in the attached project list (Attachment #4a). Staff will distribute the results of the individual Technical Committee voting at the meeting. The Committee will be asked to make a recommendation to the Executive Board.

Attachment #4a – Knoxville Project Recommendations 3-Yr Work Program Fall 2012

Attachment #4b – Project Descriptions 2012

Attachment #4c – Project Map 2012

Discussion: Jeff Welch (TPO) noted these are projects managed by TDOT. He reviewed the results of the ranking from the individual members of the Technical Committee. He noted that the first three projects, A1 through A3 are under consideration by TDOT for FY 2014. Mr. Welch pointed out that the second group of projects, B1 through B9 is under consideration for funding in FY 2015-2016. Pat Phillips (Loudon County) requested that Project B9 and Project A3 be flipped with respect to their proposed FY for consideration; moving B9 up to be ranked third for FY 2014 and moving A3 to be ranked eighth for FY 2015-2016. Leslie Johnson (Lenoir City) that given other projects they have it made better planning sense to address the new intersection at US-11 (SR-2) first and stated she was in agreement with Mr. Phillips. Mike Conger (TPO) stated staff felt that the cost of B9 noted on the chart was actually closer to 6 million dollars (based on estimates from the project designers (Kimley-Horn & Associates) as the scope of project has been significantly downgraded from an interchange to an intersection. Deborah Fleming (TDOT) stated B9 would need to ready to move into the construction phase. She stated that staff should include the rationale for moving B9 to the projects to be considered for FY 2014 when the rankings are submitted to TDOT.

Action: Chair Andy Sonner (City of Alcoa) asked for a consensus to move Project B9 to FY 2014, ranked third: and to move Project A3 to FY 2015-2016, ranked eighth. Consensus was obtained through a show of hands.

Further Discussion: Jeff Welch clarified that that the Executive Board can make changes in the list if identified at the meeting next week. Jim Hagerman (City of Knoxville) noted he felt that ranking should give top priority to safety improvements of existing roads as opposed to new construction and referred specifically to the relocated Alcoa Highway projects (B1 and B2), which are currently ranked 1 and 2 under FY 2015-2016. Andy Sonner (City of Alcoa) stated that those projects are the result of extensive studies and do address safety issues, high traffic volume (60,000 ADT), lack of access control, and reflect what the business community has said they want in the past. Brian Boone (City of Maryville) stated that Alcoa Highway is different than other new construction projects as it specifically addresses the problems on Alcoa Highway. Mr. Hagerman suggested that the James White Parkway Project (B8) be eliminated and replaced with a project for operational and safety improvements on Chapman Highway between Blount Avenue and Governor John Sevier Highway. It was noted that 10 million dollars would be used as the projected project cost for these improvements. It was also noted the projected cost for the James White Parkway Project (B8) is actually closer to 100 to 110 million dollars as opposed to the 54 million dollar figure noted on the list.

Action: Chair Andy Sonner (City of Alcoa) asked for a consensus to drop Project B8 from the list and replace it with a project for operational and safety improvements on Chapman Highway between Blount Avenue and Governor John Sevier Highway. Consensus was obtained through a show of hands.

Further Discussion: Cindy Pionke (Knox County) asked if TDOT will allow changes to the project list as they did not allow changes last year. Deborah Fleming stated she is encountering similar issues with MPO's across the state and that TDOT is using these lists as recommendations as they finalize their 3 year plan. She further noted TDOT considers other factors in the process of finalizing their 3 year plan.

Action: A Motion was made by Andrew Sonner (City of Alcoa) and seconded by Kathryn Baldwin (City of Oak Ridge) to recommend approval of the list of the ranked projects, reflecting the above-identified changes per consensus, to the Executive Board. The Motion carried with Jim Hagerman (City of Knoxville) voting no. Deborah Fleming (TDOT) abstained.

5. Transportation Alternatives Program Application and Timeline

Item Summary: The TPO will receive Transportation Alternatives Program (TAP) funding to distribute in the urbanized area. Staff has drafted an application for funding under this program.

Attachment #5 – Draft Transportation Alternatives Program funding application

Discussion: Ellen Zavisca (TPO) referenced Attachment #5 and noted it is a Draft Application for use by the TPO to distribute the new Transportation Alternative Programs funds which will be suballocated to the larger MPO's to distribute locally. She briefly reviewed the Program and stated with each year of MAP-21 we will be receiving approximately \$700,000. She further noted local governments within our designated Urbanized Area were eligible to apply for these funds. Ms. Zavisca also noted that some TAP funds remain at the state level for which areas outside of our UZA can apply. She also stated we are awaiting clarification on whether these locally distributed funds will cover areas encompassed within the "smoothing" of our urbanized boundary. Ms. Zavisca stated she anticipated finalizing the application by the end of January and has projected a deadline of March 22 for submitting completed ones back to staff. She then reviewed the application in some detail. Ms. Zavisca pointed out the Instructions at the bottom of Page 3 asking that once selections are awarded, Applicants agree to obtain federal authorization for project funding within 2 years of the award date and that Applicants also agree to have the project built within 4 years of the award date. Further clarifying these Instructions, she noted that for non-infrastructure programs such as Safe Routes to School, Applicants would agree to obtain funding authorization within 1 year of the award date and to completion of the project within 4 years.

Additional clarification by Ms. Zavisca was that cost overruns would be the responsibility of the Applicant, and that any facility constructed with these funds be maintained by the local government and open to the public for at least 25 years. She then touched on each of the 3 Attachments: Attachment A asks for additional budget details; Attachment B which reflects guidance from FHWA regarding the types of projects and programs eligible for funding; Attachment C reflects a Draft of the factors staff will use in evaluating the projects submitted and Ms. Zavisca reviewed this Attachment in some detail. There has been discussion amongst staff to try and emphasize bike/ped projects and as such those projects improving active transportation choices will eligible for up to 50 “points”. A second factor asks if the project serves the Communities of Concern identified within the PlanET process. Other factors include whether the project improves access to transit, is it part of an adopted plan to improve access to active transportation, does it help to promote regional connections and lastly the amount of funding requested beyond a 20% local match. Ms. Zavisca also noted consideration was being given to using the same application for distribution of local STP funds for bike/ped projects.

There was discussion surrounding equitable scoring of the applications given the individual nature of each member jurisdiction, most specifically with regards to transit or lack thereof. Staff was asked to structure the scoring such a submitted application would not be penalized due to the submitting jurisdiction’s lack of transit. Jeff Welch (TPO) stated staff will move forward with the application and bring the projects submitted back to the Technical Committee and will seek their recommendations for the projects to fund to the Executive Board.

6. Regional Mobility Plan Updates

Item Summary: The Draft Mobility Plan was submitted to TDOT on December 6, 2012. TDOT will submit comments to TPO by January 18th. TPO will submit an updated Draft to FHWA by February 1st to keep on target for April action by the Technical Committee and Executive Board. We will also notify member jurisdictions when the February 1st Draft is available for review. Comments may be submitted to TPO at any time between now and mid-March however we do ask for comments as soon as possible to allow us time to address them. The formal public comment period (30 days) will begin in February.

Link – Draft 2040 Regional Mobility Plan – The document is lengthy. To minimize costs, we will only distribute print copies of the Draft upon request – however we will make them available to anyone who wants one. http://www.knoxtrans.org/temp/2040_draft_knoxville_regional_mobility_plan.pdf

Discussion: Alan Huff (TPO) stated that the Draft Mobility Plan was made available to the Technical Committee last month. Staff is now receiving comments from TDOT and is working to make those updates. He noted TDOT will have all of their comments to staff by the 18th of January. Staff will then submit an updated Draft to FHWA by February 1st. He noted a link to the newest version will be made available to the Committee. He also noted we will then remain on track for April action at both the Technical Committee and Executive Board levels. Mr. Huff stated a formal public comment period will begin in February and asked Committee members to review the Draft and get comments back to staff no later than the end of February. It was clarified that the public comment period is announced via public notices and the TPO’s website as well as placing hard copies of the Draft in all applicable public libraries. Members of the Technical Committee were asked to share access to the Draft in their respective communities.

7. Development of the 2014-2017 TIP

Item Summary: Staff will discuss the timeline for the development of the 2014-2017 TIP for the Knoxville TPO. **Attachment #6 – TDOT and TPO Milestones for Development of the 2014-2017 TIP**

Discussion: Jeff Welch (TPO) noted staff will be developing the 2014-2017 TIP. He noted staff are now reviewing and updating the previous TIP application form specifically with regards to the new MAP-21 legislation. He stated that a TIP Application will be made available sometime in February.

8. Other Business

- Obligation of Surface Transportation Program funds

Attachment #7 – Knoxville TPO L-STP Project List Anticipated Obligations for FY 2013

Jeff Welch noted this Attachment reflects member jurisdiction's submittal of projects in response to TDOT's request to identify where we would be obligating STP funds through the remainder of FY 2013 (9-30-13). He noted the anticipated amount to be obligated is roughly \$17 million dollars.

- Executive Board Meeting Wednesday, January 23, at 9 a.m. in the Small Assembly Room of the City County Building
- Technical Committee Meeting Tuesday, February 12, at 9 a.m. in the Small Assembly Room of the City County Building

Mike Conger (TPO) briefly noted he had handed out an overview of the regional ITS Architecture which reflects a summary of the Knoxville Regional ITS Architecture. He further noted we are required to maintain it.

9. Public comment

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

10. Adjournment