

TPO Technical Committee Minutes  
June 11, 2013  
9:00 a.m.  
Small Assembly Room  
City/County Building  
Knoxville, Tennessee

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on June 11, 2013 at 9 a.m. in the Small Assembly Room of the City/County Building in Knoxville. Chair Cindy Pionke presided and called the meeting to order. It was determined that there was a quorum. At Ms. Pionke's request, members introduced themselves as there were new members present. Jeff Welch (TPO) took a moment to recognize the recent loss of Ms. Barbara Monty, whose contributions to the community through the Knox County CAC Office on Ageing were outstanding.

*Perrin Anderson	Sevier County, <i>for Greg Patterson</i>
*Kathryn Baldwin	City of Oak Ridge
*Brian Boone	City of Maryville
*Beth Collins	Lenoir City
*Karen Estes	CAC
*Jim Hagerman	City of Knoxville
*John Lamb	Blount County
*Mike Patterson	ETHRA, <i>for Gary Holiway</i>
*Pat Phillips	Loudon County
*Cindy Pionke	Knox County, <i>for Dwight Van de Vate</i>
*Jack Qualls	Tennessee Department of Transportation (TDOT)
*Melissa Roberson	Knoxville Area Transit (KAT)
*Blake Sartin	Airport Authority
*Darryl Smith	Town of Farragut
*Andrew Sonner	City of Alcoa
TPO Staff	
Partner Agency Staff	
Members of the Public	

**\*voting members**

**1. Approval of April 16, 2013 Minutes**

Action       Possible Action       Discussion

**Item Summary:** Approval of April 16, 2013 TPO Technical Committee Minutes.

**Attachment #1 - April 16, 2013 Minutes**

**Action:** A Motion was made by Pat Phillips and seconded by Blake Sartin to approve the April 16, 2013 Minutes. The Motion carried unanimously.

**2. Recommend 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.

**Attachment #2a - Amendment 2011-059 (Knox/Blount Greenway - Phase I)** – Amend the project by adding FY 2013 TAP funding for CON in the amount of \$600,000 total (\$500,000 federal and \$100,000 local). Amend the total project cost from \$1,530,120 to \$2,130,120. The project is for construction of approximately 9,500 linear feet of off-road-trail (greenway) from the south side of Buck Karns Bridge to a parcel on Alcoa Hwy.

**Attachment #2b - Amendment 2011-089 (Lenoir City CBD Pedestrian Improvements)** – Amend the project into the FY 2011-2014 Transportation Improvement Program by adding FY 2013 TAP funds for PE-D/ROW/CON in the amount of \$200,000 total (\$160,000 federal and \$40,000 local). The project is for pedestrian and intersection improvements including utility, pedestrian signalization, sidewalk improvements and landscaping, and pedestrian lighting.

**Discussion:** Bryan Berry (MPC) briefly reviewed the attached proposed Amendments.

**Action:** A Motion was made by Blake Sartin and seconded by Pat Phillips to approve the Amendments to the 2011-2014 Transportation Improvement Program. The Motion carried unanimously.

**3. Overview of Executive Board Transit Funding Workshop and Consideration of an Amendment to the FY 2011-2014 Transportation Improvement Program (TIP)**

**Item Summary:** The Executive Board workshop was held on May 15, 2013 to discuss the expanded urbanized area and the impact that expansion has had on transit funding. A summary of the meeting notes is attached. Technical Committee members were e-mailed the meeting notes, presentations, and handouts in late May.

**Attachment #3a - Overview of Executive Board Transit Funding Workshop**

**Attachment #3b - Program of Projects 5307 Funds (Partial) – TIP Amendment Allocating \$176,500.00 to East Tennessee Human Resource Agency for Operating Assistance.**

**Discussion:** Doug Burton reviewed the information presented at the May 15<sup>th</sup> Executive Board Workshop on transit funding. The complete power point presentation can be found at:

<http://www.knoxtrans.org/meetings/agendas/tech/jul13/att1a.pdf>. He summarized events that led to these funding changes and noted what agencies/areas would be impacted. Mr. Burton then briefly reviewed how these funds flow into the area and touched on each of the four FTA Urban Funding Programs, further noting the current designated recipient (administrator) for each of the programs and what agency(ies) has received the funds. He noted that looking at all of the available pots of money, it appears that overall our area is receiving less FTA funding. He then reviewed Immediate Action Items identified at the Workshop and noted that the Board sent a clear message that they wanted to look at ways to fund ETHRA and CAC, and do it in a manner such that services would not be stopped. As these funds need to be tied to a Human Services Transportation Plan, staff will be bringing an Updated Knoxville Regional TPO Human Services Transportation Plan to the Technical Committee and Executive Board in July.

Jeff Welch noted the City of Knoxville continues to be the designated recipient for Section 5307 funds and that the TPO's role is to assist the City through this process. Mr. Burton noted that a designated recipient needs to be identified for Section 5310 funds and further noted there was an Action Item on today's Agenda pursuant to making a recommendation for that recipient. He stated staff has challenged ETHRA and CAC to determine their respective eligibility to become direct recipients. He then touched on Long Term Action Items identified including exploring the use of L-STP funds for capital costs as well as exploring the need for a Regional Transportation Authority and working together to coordinate activities between the 3 transit providers in our area. Mr. Burton explained that the City of Knoxville is going forward with moving \$176,500.00 of Section 5307 funds to ETHRA using the existing KTA process. To further expedite this, KTA and TPO will run parallel processes via a TIP Amendment at both the Technical Committee meeting today and the Executive Board meeting on June 26<sup>th</sup>.

Mr. Burton reviewed what will be an aggressive timeline to finalize transit funding for our area going forward. Jeff Welch noted L-STP funds are eligible for capital funds under transit which may be another avenue for some projects. Mr. Welch noted there was an Amendment on the table to assist ETHRA with approximately 6 months of funds to provide continuation of 5311-funded trips in the urbanized area. He clarified that this period was approximately July through December, did cover the entire urbanized area, and further, that ETHRA would be providing a 50% match.

**Action: A Motion was made by Kathryn Baldwin and seconded by Perrin Anderson to Approve an Amendment to the 2011-2014 Transportation Improvement Program (TIP) to allocate \$176,500.00 of Section 5307 funds to ETHRA to provide continuation of 5311-funded trips in the urbanized area for 6 months. The Motion carried unanimously.**

**4. Federal Transit Administration Section 5310 Designated Recipient**

**Item Summary:** The new federal transportation act – Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) changed several Federal Transit Administration (FTA) grant programs. One program that the TPO (doing business as the Knoxville Knox County Metropolitan Planning Commission (MPC)) administers, Section 5317 – New Freedom was merged with the Section 5310 - Enhanced Mobility for Seniors & People with Disabilities grant program. Prior to MAP-21, TDOT administered the Section 5310 program statewide. Under MAP-21, large urban areas, like Knoxville, receive a direct allocation of FTA Section 5310 funding to be administered locally. The Executive Board must make a recommendation to the Governor of Tennessee who is responsible for selecting the Designated Recipient of the funds. The Designated Recipient is charged with administering the FTA grant, which includes overseeing an open and transparent project selection process and being sure projects funded meet the FTA regulations. It has been recommended that the TPO (MPC) be the Designated Recipient of the Section 5310 funds. The TPO (MPC) has experience as it has administered, since 2007, the Section 5316 Job Access & Reverse Commute and Section 5317 New Freedom programs, which have very similar requirements with the new Section 5310 program. The Executive Board will approve all projects selected.

**Attachment #4 - Letter From CAC**

**Discussion:** Jeff Welch reviewed the need to identify the designated recipient of Section 5310 funds and noted this needs to be addressed before the FTA will release any funds. He highlighted the TPO's (MPC) experience in being the designated recipient of JARC and New Freedom funds for the last 5 or 6 years. He referenced the attached letter from CAC requesting that the TPO (MPC) be the designated recipient of the Section 5310 Program funds.

**Action: A Motion was made by Pat Phillips and seconded by Kathryn Baldwin to recommend to the Executive Board appointment of the TPO (MPC) as the designated recipient for Section 5310 funds for our urbanized area. The Motion carried unanimously.**

**5. Review of Draft 2014-2017 Transportation Improvement Program (TIP)**

**Item Summary:** The draft of the 2014-2017 TIP has been submitted to TDOT for review. Staff is asking the TPO Technical Committee to review the attached summary sheets for accuracy. Please provide any comments by June 28<sup>th</sup>. A link to the Draft can be found here:

[http://www.knoxtrans.org/plans/tip/DRAFT\\_fy14\\_17\\_tip.pdf](http://www.knoxtrans.org/plans/tip/DRAFT_fy14_17_tip.pdf)

**Attachment #5 - Summary of the 2014-2017 TIP**

**Discussion:** Bryan Berry noted the Draft TIP was mailed to TDOT June 3<sup>rd</sup>. Mr. Berry stated he wanted to highlight several items in the Draft. He pointed out the Table of Contents on Page 4: asking members to note the timeline (2.1) and proposed public meeting dates (3.2). He pointed out the Financial Plan on Page 9: Table 1 denotes proposed expenditures for the projects submitted. He further highlighted the L-STP funds which comprise approximately a 20% share of the total funding in the Draft. Moving to Table 2 on page 10, he noted this Table denotes a financially constrained detail of the L-STP revenues and expenditures in the Draft. He noted the fund summaries in Table 2 include both federal and local match. He then noted that the figures were arrived at based on the balance given to the TPO from TDOT, from which staff subtracted the assumed cost overruns of several projects that may need to be accounted for. Mr. Berry also pointed out Table 3, also on Page 10, which identifies projected FTA transit revenues. Staff has placed a project placeholder for each of these 3 transit programs. Once specific projects are identified from the Call-For-Projects mentioned earlier, they will be amended into the TIP. Lastly Mr. Berry pointed out the Project Summaries beginning on Page 14 and asked member jurisdictions review the list and provide feedback to staff by June 28<sup>th</sup>.

## 6. 2040 Regional Mobility Plan Corrections Memo

**Item Summary:** An inconsistency was found in the recently approved Regional Mobility Plan related to the termini length of a proposed highway project. No action is required.

### **Attachment #6 - Regional Mobility Plan Corrections Memo**

**Discussion:** Mike Conger noted there was a minor correction made to a project (James White Parkway Extension) in the recently adopted 2040 Long Range Mobility Plan project list. He clarified that the current build alternatives for the length of the project being considered are longer than stated in the current Plan (2.3 miles). He noted FHWA asked staff to correct the project length to reflect 5.2 miles, the longest possible length identified. The changes will be reflected in the final print documents and what is posted the website. Mr. Conger also noted staff received the approval letter from FHWA and FTA for the Air Quality Conformity Determination for the 2040 Long Range Mobility Plan on May 31<sup>st</sup>, meeting the June 1<sup>st</sup> deadline. He further noted that starts a new 4 year clock for the next Mobility Plan and Air Quality Conformity Determination requirement. He stressed the need for consistency with the project lists for the Mobility Plan and the Transportation Improvement Program in order to ensure we demonstrate that all of the projects meet the requirements for air quality conformity.

## 7. Review of Draft 2014 - 2015 TPO Work Program

**Item Summary:** Staff has prepared a draft transportation planning work program for the next two fiscal years. This work program is currently under review by TDOT. Staff would appreciate any comments or suggestions to the work program by June 28<sup>th</sup>.

### **Attachment #7 - Draft 2014 - 2015 Transportation Planning Work Program**

**Discussion:** Jeff Welch (TPO) noted the Draft plan has been distributed to TDOT as well as to our federal partners. He noted we have received feedback from TDOT which is relatively minor. He asked member jurisdictions to review the Draft and provide their feedback. Mr. Welch then touched on some focus points of the Program, specifically noting initiatives based on the new MAP-21 federal legislation, maintenance of transportation systems, sustainability, livability, freight and climate change. He further noted there may be some changes to the Draft based on the final PlanET transportation related initiatives. There will also be initiatives related to the FTA transit process which we will be heavily engaged in over the next 6 to 12 months. Mr. Welch also touched on the recently created ITS Architecture Committee which they would like to see transition into a Knoxville TPO operations and management committee.

Noting there would also be continued efforts in Smart Trips and the bicycle programs, Mr. Welch highlighted the recent awarding of Governor Haslam's Environmental Stewardship Award to the Smart Trips Program. TPO staff, Kelley Segars, Sara Martin, and Alisa Ashouri were recognized for their efforts in administering Smart Trips.

## 8. Other Business

- Jeff Welch, referencing the Handout distributed today, noted it explains a planning study identified in the Work Program for FY 2013. This planning study is in cooperation with the City of Knoxville and TPO. The City is preparing to move forward with a consultant to undertake a Bicycle Facilities Plan and a Downtown Circulation Study. Mr. Welch stated staff felt this project was consistent with the Work Program and that the funds are available (80% TPO and 20% Local).

**Action: A Motion was made by Pat Philips and seconded by Kathryn Baldwin to approve Funds for the Planning Study for the City of Knoxville. The Motion carried unanimously.**

- PlanET Update: PlanET has launched its fourth round of Community Involvement, continuing to utilize small-group meetings and the online input tool, MetroQuest. To participate online please visit the following link: <http://planet.metroquest.com/>. The 5 PlanET Working Groups (Round 7) are scheduled to meet next week as follows:

**Thursday, June 20<sup>th</sup>:**

Healthy Communities	8:00 a.m. to 10:00 a.m.	Cansler YMCA
Economy and Workforce	11:00 a.m. to 1:00 p.m.	Knoxville Chamber
Environment	1:30 p.m. to 3:30 p.m.	Cansler YMCA

**Friday, June 21<sup>st</sup>:**

Transportation and Infrastructure	8:30 a.m. to 10:30 a.m.	Cansler YMCA
Housing and Neighborhoods	11:30 a.m. to 1:30 p.m.	Cansler YMCA

- Executive Board Meeting Wednesday, June 26, at 9 a.m. in the Small Assembly Room of the City County Building.
- Technical Committee Meeting Tuesday, July 9, at 9 a.m. in the Small Assembly Room of the City County Building.

Cindy Pionke noted there was a Public Meeting for the Alcoa Highway Project scheduled for Thursday, June 20<sup>th</sup>, from 5:00 p.m. to 7:00 p.m. It will be held at the Sevier Heights Baptist Church. She also noted TDOT has requested representatives from local jurisdictions be in attendance.

**9. Public comment**

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

**10. Adjournment. A Motion was made by John Lamb and seconded by Darryl Smith to adjourn. The Motion carried unanimously and the meeting was adjourned.**