

**TPO Technical Committee Minutes
November 14, 2017
9:00 a.m.
Small Assembly Room
City County Building
400 Main Street
Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on November 14, 2017 at 9:00 a.m. in the Small Assembly Room of the City County Building in Knoxville, TN. Chair Jeff Ownby presided and called the meeting to order. It was determined that there was a quorum. Committee members were asked to introduce themselves.

*Wayne Blasius	City of Oak Ridge
*Brian Boone	City of Maryville
*Don Brown	ETDD, <i>for Terry Bobrowski</i>
*Beth Collins	City of Lenoir City
*Rich DesGroseilliers	Lakeway Area MTPO
*Karen Estes	Knox County CAC Transit
*Deanna Flinchum	Knoxville Commuter Pool
*Gerald Green	Metropolitan Planning Commission
*Jim Hagerman	City of Knoxville
*Jerome Joiner	TDOT, Region 1
*Jeff Ownby	Sevier County
*Cindy Pionke	Knox County
*Jack Qualls	City of Loudon and Loudon County
*Melissa Roberson	Knoxville Area Transit
*Darryl Smith	Town of Farragut
*Andrew Sonner	City of Alcoa
TPO Staff	
Partner Agency Staff	
Members of the Public	
*voting members	

1. Motion to Approve October 10, 2017 TPO Technical Committee Minutes

Item Summary: Approval of the October 10, 2017 TPO Technical Committee Minutes.

A Motion was made by Cindy Pionke and seconded by Jack Qualls to approve the October 10, 2017 TPO Technical Committee Minutes. The Motion carried unanimously.

2. Motion to Recommend Approval of the Title VI Report 2018

Item Summary: As the recipient of Federal Transit Administration (FTA) funding, the TPO is required to prepare a Title VI Report every three years. The requirements are outlined in FTA Circular 4702.1B that details the information, data, and maps that must be submitted. It is required that the Executive Board approve the Report. Attached is a Summary of the Title VI Report. The complete Report can be found here: www.knoxtrans.org/titlevi

Discussion: Doug Burton reviewed the Title VI Report Summary noting the report is more akin to a desk audit in review of a checklist of required elements.

He began with the purpose of the report and stated that Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin. Subsequent Executive Orders passed over the years have provided additional protection to minorities as well as adding low income persons as a protected class. He highlighted the interrelatedness of our outreach and planning efforts and Title VI with regards to how projects can be equitably distributed and implemented with the least amount of negative impact across our region. He touched on our region's related demographic data and outreach methods for those persons who do not speak English well. Mr. Burton noted staff recommend approval. The presentation is available online and can be found here: <http://www.knoxtrans.org/meetings/agendas/tech/nov17/Title VI.pdf>

A Motion was made by Melissa Roberson and seconded by Gerald Green to recommend approval of the Title VI Report 2018 to the Executive Board. The Motion carried unanimously.

3. Motion to Approve the CMAQ Applications Ranking

Item Summary: The TPO has been offered an opportunity to review proposals submitted to TDOT for the 2017 statewide CMAQ Project Competition in order to provide recommendations on projects with the greatest local priority. Each project is to be assigned a score from 0 – 10 points under the “regional priorities” category, which will factor into the overall 100-point project scoring scale used by TDOT. The TPO staff has developed a score for each of the 10 projects in our region based on how well they align with the goals identified in the 2040 Mobility Plan.

Discussion: Mike Conger began with an overview of the 47 applications submitted statewide reflecting a total cost of just over \$171 million and then described the scoring process. He noted there were 10 projects submitted from our region with a total cost of just under \$28 million, briefly reviewing each of the four traffic flow improvement projects, three vehicle replacement projects, one transit project, one freight /railroad project and an alternative fuel infrastructure project. Mr. Conger reviewed staff's scoring recommendations and noted they were seeking endorsement from Committee members prior to forwarding them to TDOT. There was further discussion regarding the ranking process statewide. The presentation is available online and can be found here: <http://www.knoxtrans.org/meetings/agendas/tech/nov17/CMAQ Ranking.pdf>

A Motion was made by Gerald Green and seconded by Jim Hagerman to approve the CMAQ applications ranking. The Motion carried unanimously

4. Motion to Recommend Endorsement of the Critical Urban Freight Corridor List

Item Summary: The 2015 FAST Act requires the designation of Critical Urban Freight Corridors (CUFCs) for the State of Tennessee. The Knoxville TPO is the lead agency for selecting CUFCs in the TPO area within a mileage limit set by TDOT, which is subject to a statewide maximum mileage limit. Designation of a CUFC allows projects that are located along that corridor to be eligible for National Highway Freight Program (NHFP) funding. This is the initial designation process and the CUFC network can be modified as determined necessary annually.

Discussion: Mike Conger gave a brief overview of the intent of the program. The TPO designates the CUFCs for our region however we are subject to a 17.7 mileage limit (17%), developed by TDOT and based on multiple factors including population, employment, freight-dependent employment, NHS mileage and tons of freight imported and exported.

(TDOT is restricted to a statewide mileage limit of 105.6 miles.) He touched on the scoring criteria used in considering corridor designations, developed by TDOT following input from MPO/TPOs across the state. Mr. Conger then reviewed the 6 proposed CUFCs in the Knoxville TPO Urbanized Area which total 14.62 miles. He stated that these percentages/miles are considered approximate targets to guide in the selection of designated CUFCs statewide and can be adjusted annually if necessary. TDOT has requested a letter of endorsement from our Executive Board.

A Motion was made by Wayne Blasius and seconded by Cindy Pionke to recommend endorsement of the Critical Urban Freight Corridor list to the Executive Board. The Motion carried unanimously.

5. Review of TDOT 2019-2021 3-Year Program Highway Project List

Item Summary: TDOT has provided the TPO with the list of candidate projects for the next 3-Year Work Program under development now for presentation in the next session of the State Legislature. TDOT is asking the TPO for a ranking of these projects which will be used as one of the inputs to their overall project selection process for the final proposed 2019-2021 Work Program. TPO staff will present the project list and discuss the proposed process to rank the projects for a final vote at the December TPO meetings.

Discussion: Mike Conger reviewed the project list noting the IMPROVE Act has resulted in the addition of new projects which now total 22 for our region. He reviewed the criteria used to rank the projects noting that the projects' previous ranking, where applicable, is also noted on the list. TDOT is requesting that we submit our rankings by December 31st and staff will be bringing the list, which will include ranking by member jurisdictions who choose to submit feedback, back before the Committee in December for approval. He requested Committee members submit their feedback on the draft list within the next 2 weeks, further noting if staff do not receive any feedback from a member jurisdiction the assumption will be that they agree with staff's proposed ranking. Mr. Conger then reviewed a list of other major projects needs on state routes identified by the TPO but that are not on TDOT's list. He noted as a result of the IMPROVE Act, 7 regional projects from this list have been moved to the full ranking list. He noted four projects remain on this list and TDOT has asked that they be ranked as well. Mr. Conger noted there is the option to expand on the projects remaining on the list by adding other candidate projects that are in the Mobility Plan and located on state routes, which he has included at the bottom of the list.

6. Review of Annual Listing of Obligated Projects for FY2017

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: Elizabeth Watkins reviewed the obligation history over the last eight years noting we are making progress. She touched on reasons for the low obligation rate including the IMPROVE Act adding \$46 million late in the Fiscal Year and that the largest programming balance is in the 1st year of a TIP. She reviewed the obligations by project type, fund source and programming authority. She closed touching on obligation challenges including project delays, navigating the approval process and the number of projects that exceed local sponsor capacity. Jeff Welch noted staff met with TDOT and representatives from other MPOs yesterday in Nashville to discuss the large Local STBG fund balance (nearly \$250 million across the state).

The Knoxville TPO has approximately a 4 year balance, roughly \$40 million, yet is best percentage wise of the other large MPOs statewide. He noted the meeting was to discuss ways to reduce this large balance of funds in the state. Mr. Welch then noted staff will be developing a workshop that will include local TDOT Programs Office and Region 1 staff, as well as representatives from Nashville, to address issues that impede obligation of funds. The workshop will be held in early 2018. The presentation is available online and can be found here:

[http://www.knoxtrans.org/meetings/agendas/tech/nov17/2017 Obligated Projects.pdf](http://www.knoxtrans.org/meetings/agendas/tech/nov17/2017_Obligated_Projects.pdf)

7. Other Business

- Executive Board meeting Wednesday, November 22, 2017 at 9:00 a.m. in the Small Assembly room of the City County Building.
- Technical Committee meeting Tuesday, December 12, 2017 at 9:00 a.m. in the Small Assembly room of the City County Building.
- 2018 TPO Technical Committee and Executive Board Meetings schedule
- Elizabeth Watkins was congratulated on passing her AICP (American Institute of Certified Planners) examination this weekend.
- The 11th annual Tour de Lights ride will take place Friday, December 15th, starting at 7:00 p.m. on Market Square.

8. Public Comment

There was no public comment.

9. Adjournment

A Motion was made by Jim Hagerman and seconded by Gerald Green to adjourn the meeting. The Motion carried unanimously and the meeting was adjourned.