

TPO Technical Committee Minutes
April 10, 2018
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 April 10, 2018 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
*Don Brown	ETDD, <i>for Terry Bobrowski</i>
*Brian Boone	City of Maryville
*Rich DesGroseilliers	Lakeway MTPO
*Karen Estes	Knox County CAC Transit
*Deanna Flinchum	Knoxville Commuter Pool
*Gerald Green	Metropolitan Planning Commission
*Jim Hagerman	City of Knoxville
*Chico Messer	Blount County
*Jeff Ownby	Sevier County
*Mike Patterson	ETHRA, <i>for Gary Holiway</i>
*Jack Qualls	City of Loudon and Loudon County
*Melissa Roberson	Knoxville Area Transit
*Blake Sartin	Metro Knoxville Airport Authority
*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 March 13, 2018 TPO Technical Committee Minutes

Item Summary: Approval of the March 13, 2018 TPO Technical Committee Minutes.

A Motion was made by Wayne Blasius and seconded by Gerald Green to approve the March 13, 2018 TPO Technical Committee Minutes. The Motion carried unanimously.

2. Maryville Greenway Connectivity Study

Item Summary: Maryville recently completed a Greenway Connectivity Study, and staff will present on their methods and findings.

Discussion: David Prichard, Development Services Director, City of Maryville gave an overview of the study. He noted that although there are several areas in Maryville where the bicycle/pedestrian experience could be improved, they decided to focus on the connectivity between schools which would serve not just the students but the entire city. This included connecting existing parks when located nearby. He touched on their study of existing conditions where gaps and barriers were identified to develop recommendations for future improvements.

He reviewed some of the recommendations the study yielded as well as touched on projected costs which were broken down by sections such that the city could move forward on a section when funds were available. Mr. Prichard entertained questions from Committee members. The presentation is available online and can be found here:
<https://knoxtrans.org/meetings/agendas/tech/apr18/MaryvilleConnectivityStudy.pdf>

3. Presentation on the Draft TPO Outreach Plan

Item Summary: The Outreach Plan has been evaluated and updated by staff and will be available for public comment for 45 days.

Discussion: Ally Ketron gave an overview of the recently updated Plan which is available for comment through May 16th. She began noting the Plan is a federally mandated document and serves as a guide for TPO staff. The Plan addresses multiple federal requirements and outlines methods to meet outreach goals and target best practices in striving to ensure we are successful in implementing meaningful community engagement in all aspects of transportation planning. Committee members were encouraged to submit any comments to Ms. Ketron. They were also encouraged to share any outreach methods they have found to be successful and which the TPO can either incorporate into this document and/or share with others. The presentation is available online and can be found here:
[https://knoxtrans.org/meetings/agendas/tech/apr18/TPO Outreach Plan Update 2018.pdf](https://knoxtrans.org/meetings/agendas/tech/apr18/TPO%20Outreach%20Plan%20Update%202018.pdf)

4. Overview of the FTA Section 5310 - Enhanced Mobility of Seniors and Individuals with Disabilities Program Management Plan

Item Summary: The TPO is the Direct Recipient of the Federal Transit Administration (FTA) Section 5310 funding for the Knoxville urban area. The TPO holds an annual call for projects which allows transit agencies and non-profits to apply for funding for transportation services and/or vehicles that help seniors and individuals with disabilities. The TPO has responsibilities to be sure that all sub-recipients are in compliance with FTA regulations. Each Direct Recipient is required to have a Program Management Plan (PMP) that outlines how compliance will be achieved. The TPO staff just completed a significant overhaul of the PMP and will update the Technical Committee on its progress. The Draft PMP can be viewed here:
<https://knoxtrans.org/downloads/DraftSection5310ProgramManagementPlanApril2018.pdf>

Discussion: After giving a brief historical overview of the grant program Doug Burton gave an update on the federally mandated oversight of these funds that is undertaken by TPO staff and that is outlined in the recently updated Program Management Plan. He reviewed the federal requirements that a PMP must contain and then touched on the application and eligible procurement processes and requirements. Mr. Burton noted the next call for projects is slated for May of 2018. The presentation is available online and can be found here:
[https://knoxtrans.org/meetings/agendas/tech/apr18/5310 Program Management Plan.pdf](https://knoxtrans.org/meetings/agendas/tech/apr18/5310%20Program%20Management%20Plan.pdf)

5. Other Business

- Executive Board meeting Wednesday, April 25, 2018 at 9:00 a.m. in the **Main Assembly room** of the City County Building. *Please note the meeting room change this month.*
- Technical Committee meeting Tuesday, May 8, 2018 at 9:00 a.m. in the Small Assembly room of the City County Building.

- Next Active Knox Speaker: Public event with Jana Lynott, senior strategic policy adviser for the Livable Communities Team in AARP's Public Policy Institute, will be on April 24 at Bridgewater Place. Doors open at 5:30, program begins 6 p.m. Ms. Lynott will also give a brief presentation before the TPO Executive Board at their regular meeting on April 25. She will be discussing developing walkable, liveable communities for all ages.
- Jeff Welch introduced Craig Luebke, our new staff transportation planner who will be managing the Transportation Improvement Program.
- Mike Conger reviewed TDOT's recently released proposed 3-year Program of Projects for our region which will be heard by the state legislature in the near future. Committee members were asked to rank projects and phases of those projects late last year and that list was then submitted to TDOT. He presented a summarized list of projects that TDOT is proposing to be included in this year's budget and noted it correlates well with the list submitted by staff. Once finalized, he noted some projects will need to be incorporated into the TIP.
- Melissa Roberson noted KAT has been selected for a \$3.6 million FTA Section 5339 B grant to purchase electric buses. She noted that the current TIP will need to be amended to include discretionary funds in addition to formula funds and requested endorsement from Committee members in order to advance the project by taking it through the Executive Board later this month. She clarified that this was an 80/20 match with the City of Knoxville committing to the match and with TDOT potentially participating at this juncture. It was clarified that there was adequate time before the Executive Board to adequately notice the public and for a review by our air quality partners.

A Motion was made by Wayne Blasius and seconded by Gerald Green to proclaim consensus to the Executive Board to move forward with this initiative. The Motion carried unanimously.

6. Public Comment

There was no public comment.

7. Adjournment

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