

**TPO Executive Board Minutes  
December 18, 2013  
9 a.m.  
Small Assembly Room  
City/County Building  
Knoxville, Tennessee**

The Knoxville Regional Transportation Planning Organization (TPO) Executive Board met on December 18, 2013 at 9:00 a.m. in the Small Assembly Room of the City/County Building in Knoxville, Tennessee. Mayor Ralph McGill chaired the meeting and called it to order. It was determined there was a quorum. Mayor McGill asked each Board member to introduce themselves as we had new members present.

*Tom Beehan	Mayor, City of Oak Ridge
*Scott Burton	Mayor, City of Clinton
*Terry Frank	Mayor, Anderson County
*John Lamb	Blount County, <i>for Mayor Ed Mitchell</i>
*Ralph McGill	Mayor, Town of Farragut
*Don Mull	Mayor, City of Alcoa
*Brenda Palmer	City of Knoxville
*Pat Phillips	City of Loudon, <i>for Mayor Judy McGill Keller</i>
*Cindy Pionke	Knox County, <i>for Mayor Tim Burchett</i>
*Jack Qualls	State of Tennessee, <i>for Governor Haslam</i>
*Larry Russell	Sevier County, <i>for Mayor Larry Waters</i>
*Madeline Rogero	Mayor, City of Knoxville
*Eddie Simpson	Loudon County, <i>for Mayor Estelle Herron</i>
*Ed Shouse	East Tennessee Development District (ETDD)
*Tom Taylor	Mayor, City of Maryville
TPO Staff	
Partner Agency Staff	
Members of the Public	
* voting members	

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

**Item Summary:** Approval of October 16, 2013 TPO Executive Board Minutes.

**A Motion was made by Tom Beehan and seconded by Mayor Rogero to Approve the October 16, 2013 Minutes. The Motion carried unanimously.**

**PUBLIC HEARING on the proposed Program of Projects (POP) funded by Fiscal Year 2013 Federal Transit Administration (FTA) Section 5307 Urbanized Area funds and FTA Section 5339 Bus and Bus Facilities Funds (Attachment 2A and 2B)**

**Item Summary:** Mayor Ralph McGill, Chair, will open the public hearing for comment.

**2a. Motion to Approve the Proposed Distribution of the FY 2013 Section 5307 and 5339 Funds**

**Item Summary:** On behalf of the City of Knoxville, the TPO facilitated a competitive process for the FTA Section 5307 Urban Area funds and Section 5339 Bus and Bus Facilities funds for FY 2013 and FY 2014. After discussions with the City of Knoxville and FTA officials, it was determined that due to a lack of any allocation of FY 2014 Section 5307 or 5339 funds to the urban area it was not reasonable to allocate any FY 2014 funds at this time. Therefore only FY 2013 funds will be distributed now.

Earlier this year the TPO programmed part of FY 2013 Section 5307 funds to KAT and ETHRA. There remains \$2,653,603.00 of Section 5307 funds to be programmed. The TPO also had a competitive process for the distribution of Section 5339 Bus and Bus Facilities program funds. There was \$585,386.00 of FY 2013 funds available.

**The Technical Committee recommends approval.**

**2b. Motion to Approve a Resolution to Amend the FY 2014-2017 Transportation Improvement Program - Proposed Distribution of FTA Section 5307 Urban Area Funds.**

**Item Summary:** The following Amendments to the TIP were requested by our state or local governments.

**The Technical Committee recommends approval.**

**Discussion:** Mayor Ralph McGill opened the public hearing. Jeff Welch introduced Doug Burton of the TPO staff who would provide background on the items to be considered as part of the public hearing and the Agenda. Mr. Burton stated that the public hearing and Agenda Items 2a. and 2b. all go together. The public hearing is to provide an opportunity for the public to comment on the proposed program of projects for Federal Transit Administration (FTA) urban area grant programs - Section 5307 Urban Area funding & Section 5339 Bus & Bus Facilities funding. The notice of the public hearing was advertised in the regional local papers. The POP was available on the TPO website and at the Metropolitan Planning Commission Library. Mr. Burton noted that he did not receive any comment via phone, mail or e-mail. Also, no one from the public was at the Executive Board meeting to make comments or ask questions on the POP.

The City of Knoxville has been the Designated Recipient of Section 5307 funds since 1975. The Section 5339 funding is new and the City of Knoxville is the Designated Recipient (as required by Congress in MAP-21). The Designated Recipient is charged by FTA to work with the various transit agencies in the region and the TPO in developing a program of projects. On behalf of the City of Knoxville the TPO staff created an application for both the Section 5307 and 5339 funding. The TPO staff advertised the application throughout the entire urban area, including running ads in the regional newspapers. The information was also placed on the TPO website. Applications were due to the TPO on September 24, 2013. The TPO staff has worked with the City on making sure all of the proposed projects are eligible.

Originally, it was hoped that both the FY 2013 and FY 2014 funding could be distributed. But, to date only FY 2013 funds are available for distribution. Once the FY 2014 allocation of funds have been officially released by FTA, the review committee will bring a recommendation on the funding distribution to the Executive Board.

Mr. Burton reviewed Attachment #2A, which describes the proposed distribution of FY 2013 Section 5339 and 5307 grant funds. It is recommended that ETHRA receive \$75,000 and KAT receive \$510,386. These funds will be used for capital related items and require a 20% local match. For the FY 2013 Section 5307 funding, the review committee recommended \$176,000 for ETHRA, \$387,996 to Knox County CAC Transit, and \$2,058,073 for KAT. For ETHRA and Knox County CAC Transit this funding will be used for operations and provide demand response transit in the urban area. Funding for operations requires a 50/50 match (or dollar-for-dollar). KAT will be using the funds for capital purchases which require a 20% local match (80/20). For KAT, this funding will be used to pay back the City of Knoxville who has been floating KAT's FY 2013 budget, pending the outcome of this funding decision. Mr. Burton then reviewed Attachment #2B which is the Program of Projects (POP). The POP shows how each agency receiving funds will program (or use) their FY 2013 funds. Included in the POP are two tables, one for Section 5307 funding and the other for Section 5339. For Section 5307, KAT is using the funds for a variety of capital related purchases. Knox County CAC Transit and ETHRA have a line item each for operating assistance. For Section 5339, KAT is going to buy buses and make facility improvements and ETHRA is going to buy replacement vans.

Ed Shouse asked if TDOT's contribution to the local match was a stable funding source. Mr. Burton noted that in years past, TDOT has always provided half of the local match. As this time there are two new agencies receiving funding (ETHRA and Knox County CAC Transit) and TPO staff did ask TDOT if they would continue to provide half of the local match. TDOT did not make any official commitment, though they also did not say no. TDOT's protocol is to wait until the grants are officially signed off on by FTA before any match funding decision is made. Mr. Burton also noted each agency was asked if they could provide all the local match if TDOT did not contribute any funding. All agencies said yes. Mayor Beehan commented that he had noticed the other day that an ETHRA van and a CAC van were providing services on the same street near his house. He asked why that might be occurring. Mr. Burton noted that both ETHRA and CAC provided TennCare contract trips, which are arranged randomly by the TennCare health services broker. In most cases, that was occurring for the CAC trip, as they do not routinely pick people up in Oak Ridge. Mayor Rogero wanted to take the time to thank the TPO staff for all of the hard work that has gone into resolving this issue. She mentioned that this was a very complex issue, dealing with lots of federal regulations.

Mayor McGill, noting there were no other questions and there was no one from the public wanting to comment on the POP, stated that the public hearing was closed.

**A Motion was made by Mayor Taylor and seconded by Brenda Palmer to Approve the Section 5307 and Section 5339 Recommended Distribution and to Approve a Resolution to Amend the FY 2014-2017 Transportation Improvement Program - Proposed Distribution of FTA Section 5307 Urban Area Funds. The Motion carried unanimously.**

### **3. Motion to Approve the Submittal of Two Multimodal Projects to TDOT for Consideration of State Funding**

**Item Summary:** TDOT has created a funding program to support multi modal projects throughout the state. The Knoxville TPO has been requested to submit only two projects to TDOT for consideration of Funding. The submittal deadline to TDOT is Dec. 20<sup>th</sup>, 2013. The TPO received 5 grant applications from the membership. Staff and members of the TPO Bicycle Advisory have reviewed the applications and ranked them based on the criteria established by TDOT.

**The Technical Committee recommends approval.**

**Discussion:** Ellen Zavisca noted the Board was being asked approve 2 projects to be sent onto TDOT for their new Multimodal Access Fund grant program. She noted this is a newly created grant program designed to promote multimodal connections including pedestrian and bicycle facilities, with the intent of making connections to transit and/or park and ride type facilities. Ms. Zavisca briefly reviewed TDOT's selection criteria and noted TDOT would be funding 95% of the total (not to exceed 1 million dollars) with a 5 % local match for projects ultimately selected. She further noted the criteria were very heavily weighted towards connections to transit and/or park and ride type facilities and referenced Attachment 3A where the 5 grant applications received are listed. Ms. Zavisca noted a competitive process was held within the TPO and based on the criteria TPO provided the selection committee chose the 2 project's submitted by the City of Knoxville.

**A Motion was made by Brenda Palmer and seconded by Mayor Taylor to Approve the Submittal of two Multimodal Projects to TDOT for Consideration of State Funding. The Motion carried unanimously.**

### **4. Overview of the Annual Listing of Obligated Projects for FY 2013**

**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:** Jeff Welch stated federal regulations require MPOs and TPOs to make available to the public the listing of transportation projects in our urban area for which federal funds have been obligated in FY 2013, as well as provide the dollar amounts obligated.

Mr. Welch stated this list represents all types of projects which could include an interstate project, a greenway project or purchase of vehicles or operating assistance for transit. Staff receives a list of obligated projects managed by TDOT as well as a list from our transit partners, CAC, KAT and ETHRA. Staff compiles the list and provides notice to the public via posting it on our website in addition to publishing access to the information in multiple newspapers. Mr. Welch also noted these projects are programmed into the Transportation Improvement Program (TIP). The funds become obligated once a contract is developed between the jurisdiction and TDOT, then federal funds are obligated funds for that particular phase of a project. He noted that about half the dollars programmed were actually obligated, meaning they moved forward quickly enough through the process. Mr. Welch stressed the importance of moving projects through as quickly as possible to ensure funds are obligated. He then briefly touched on each of the 3 tables provided in Annual Listing.

## 5. Presentation on the Maryville to Townsend Greenway Concept

**Item Summary:** The final report for the Maryville to Townsend has been completed and staff will provide an overview of the study. This study was jointly funded by the TPO and the Smoky Mountain Greenway Council.

**Discussion:** Ellen Zavisca noted this was the first of three studies planned over the next 3 years, funded jointly by the TPO and the Great Smokey Mountain Greenway Council. An advisory committee, which consisted of individuals from Alcoa, Blount County, Maryville, Townsend, Maryville-Alcoa-Blount County Parks and Recreation Commission, the Blount Partnership and TDOT, worked with staff and the consultant team. Ms. Zavisca noted they were looking to build on existing plans and visions as it is part of the larger Knoxville-to-the-Smokies vision. She noted this study looked at the Maryville-to-Townsend portions. Ms. Zavisca then reviewed the study in some detail highlighting the opportunities and challenges identified in the study. Ms. Zavisca stated the cost estimate is approximately \$24 million dollars over a 10-year period. The consultants were also asked to estimate the positive economic impact of the project, which was estimated at \$65 million dollars over the same 10-year period, yielding \$2.66 dollars for every dollar spent. The complete presentation is available at the following link: [http://www.knoxtrans.org/meetings/minutes/tech/10dec13\\_att2.pdf](http://www.knoxtrans.org/meetings/minutes/tech/10dec13_att2.pdf)

## 6. Other Business

- Update on Federal funding. Jeff Welch noted the US House has passed a budget for FY 2014 and FY 2015. Senate will hopefully be taking action before the Christmas holiday break. Once approved the various congressional committees will have their dollar amounts identified and we should know by January what impact this budget will have on transportation.
- Technical Committee Meeting Tuesday, January 14, at 9 a.m. in the Small Assembly Room of the City County Building.
- Executive Board Meeting Wednesday, January 22, 2014 at 9 a.m. in the Small Assembly Room of the City County Building.
- PlanET Update: For complete and up to date information please visit the PlanET website at: <http://www.planeasttn.org>
- TPO Executive Board 2014 Meeting Schedule

## 7. Public Comment

Members of the public may address the Executive Board with a five-minute time limitation for each person. There was no further public input.

## 8. Adjournment