

TPO Technical Committee Minutes  
April 10, 2012  
9:00 a.m.  
Small Assembly Room  
City/County Building  
Knoxville, Tennessee

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on April 10, 2012 at 9:00 a.m. in the Small Assembly Room of the City County Building in Knoxville. Chair, Andrew Sonner presided and called the meeting to order.

*Kathryn Baldwin	Anderson County
*Brian Boone	City of Maryville
*Mark Donaldson	Knoxville-Knox County MPC
*Rich DesGroseilliers	Lakeway Area Metropolitan TPO
*Jim Hagerman	City of Knoxville
*Mike Patterson	ETHRA, <i>for Gary Holiway</i>
*Leslie Johnson	Lenoir City
*John Lamb	Blount County
*Amanda Snowden	Tennessee Department of Transportation (TDOT), <i>for Angie Midgett</i>
*Barbara Monty	Knox County Community Action Committee (CAC)
*Ted Newsom	Knoxville Commuter Pool
*Perrin Anderson	Sevier County, <i>for Greg Patterson</i>
*Patrick Phillips	Loudon County
*Cindy Pionke	Knox County, <i>for Dwight Van de Vate</i>
*Melissa Roberson	Knoxville Area Transit (KAT)
*Blake Sartin	Airport Authority
*Darryl Smith	Town of Farragut
*Andrew Sonner	City of Alcoa
John Hunter	City of Knoxville
Anne Wallace	City of Knoxville
Karen Estes	Knox County CAC Transit
John Barrett	Tennessee Department of Transportation (TDOT)
Chris Jenkins	Town of Farragut
Jeff Welch	Director, Transportation Planning Organization (TPO)
Bryan Berry	Metropolitan Planning Commission Staff
Terry Gilhula	Metropolitan Planning Commission Staff
Doug Burton	Transportation Planning Organization Staff
Nathan Benditz	Transportation Planning Organization Staff
Mike Conger	Transportation Planning Organization Staff
Alan Huff	Transportation Planning Organization Staff
Kelley Segars	Transportation Planning Organization Staff
Amy Brooks	Transportation Planning Organization Staff
Ellen Zavisca	Transportation Planning Organization Staff

**Determination of Quorum.** It was determined there was a quorum.

**1. Approval of March 13, 2012 Minutes**

**Item Summary:** Approval of March 13, 2012 TPO Technical Committee minutes.

**Attachment #1 – March 13, 2012 Minutes**

**Action: A Motion was made by Mike Patterson (ETHRA) and seconded by Cindy Pionke (Knox County) to approve the March 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 and staff recommends approval.

- a. Add TIP Project 2011-084 (Halls Connector). Add this project to reconfigure intersections and add southbound thru lane on Norris Frwy. from Emory Rd. to Maynardville Hwy. Note: A source of construction funds has not yet been identified although the project is eligible for a number of sources of funds since it involves state routes. This amendment requires a Short Conformity Report due to it being an air quality non-exempt project.

**Attachment #2 – TIP Project 2011-084 and Short Conformity Report**

- b. Amend TIP Project 2011-200 (KAT Section 5307 Transit Funds). Amend the project by shifting the remainder of FY 2011 (Section 5307) funds in the amount of \$380,563 total (\$304,451 federal, \$38,056 state, and \$38,056 local) and FY2012 (Section 5307) funds in the amount of \$3,024,275 total (\$2,419,419 federal, \$302,428 state, and \$302,428 local) for a combined total of \$3,404,838 (\$2,723,870 federal, \$340,484 state, and \$340,484 local) to current TIP projects: 2011-224 (Acquire support equipment), 2011-225 (Preventative maintenance), 2011-226 (Non-fixed route ADA paratransit) and 2011-227 (Purchase of bus shelters). The total project cost is amended from \$19,574,512 to \$16,169,674.

**Attachment #2a – TIP Project 2011-200**

- c. Amend TIP Project 2011-224 (Acquire support equipment). Amend the project by adding FY2012 Section 5307 funding from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$30,243 total (\$24,195 federal, \$3,024 state, and \$3,024 local). Increase the total project cost from \$76,000 to \$106,243.

**Attachment #2b – TIP Project 2011-224**

- d. Amend TIP Project 2011-225 (Preventative maintenance). Amend the project by adding FY2012 Section 5307 funding from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$3,041,925 total (\$2,433,539 federal, \$304,193 state, and \$304,193 local). Increase the total project cost from \$3,697,370 to \$6,739,295.

**Attachment #2c – TIP Project 2011-225**

- e. Amend TIP Project 2011-226 (Non-fixed route ADA paratransit). Amend the project by adding FY2012 Section 5307 funding from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$302,427 total (\$241,941 federal, \$30,243 state, and \$30,243 local). Increase the total project cost from \$602,897 to \$905,324.

**Attachment #2d – TIP Project 2011-226**

- f. Amend TIP Project 2011-227 (Purchase bus shelters). Amend the project by adding FY2012 Section 5307 funding from project 2011-200 (KAT Section 5307 Transit Funds) in the amount of \$30,243 total (\$24,195 federal, \$3,024 state, and \$3,024 local). Increase the total project cost from \$50,000 to \$80,243.

**Attachment #2e – TIP Project 2011-227**

**Discussion:** Bryan Berry (TPO) discussed each Amendment to the TIP. There were no questions or comments.

**Action: A Motion was made by Kathryn Baldwin (Anderson County) and seconded by Pat Phillips (Loudon County) to approve the Amendments to the TIP. The Motion carried unanimously.**

**3. Motion to Recommend Adoption of the TPO Outreach Plan**

**Item Summary:** The Outreach Plan is a core TPO document, required by Federal Regulations, which require TPO staff to review and update the Plan every four years. The Draft must be released for a 45-day public review period prior to adoption. Draft was released for public review on March 9, 2012 and reflects comments received prior to release. No major comments have been received since release to the public. Comment period formally ends on April 23, 2012.

**Attachment #3 – Summary of Changes to Outreach Plan**

**Discussion:** Alan Huff (TPO) stated that the Outreach Plan is a federal requirement and one of the TPO's core documents. Attachment #3 denotes changes from the currently adopted Plan. Based on comments from the Federal Highway Administration, the TPO has added language about readability and evaluating the TPO's Outreach efforts. He further noted that we are still in the formal 45-day comment period although to-date we have not received any comments from the public. Mr. Huff noted that although staff is not trying to write documents to a specific reading level they are trying to develop products that can be easily read by citizens without degrees in planning or other higher levels of education. He further noted that any documents where a higher level of density could not be avoided, TPO staff would focus on readability in an executive summary.

**Action: A Motion was made by Kathryn Baldwin (Anderson County) and seconded by John Lamb (Blount County) to adopt the TPO Outreach Plan. The Motion carried unanimously.**

**4. Discussion of new Urbanized Area Boundaries for the Knoxville Area**

**Item Summary:** The U.S. Census Bureau released the boundaries and population estimates for the 2010 Census. Staff will review the boundary changes and implications of the new boundaries.

**Attachment #4 – Knoxville Urbanized Area 2010** is a map depicting the 2010 Knoxville Urbanized Area and Urban Clusters throughout the Knoxville Metropolitan Statistical Area.

**Attachment #4a – Knoxville Urbanized Area 2000 and 2010** is a map with both 2000 and 2010 Knoxville Urbanized Areas revealing areas added and lost.

**Attachment #4b – Urbanized Area Boundaries 2010** highlights some of the major findings and important topics regarding changes in the Knoxville Urbanized Area boundaries.

**Link #1 – 2010 Census Urban Area Thematic Maps:**

[http://www.census.gov/geo/www/maps/2010\\_census\\_UA\\_maps/US\\_UAUC\\_2010.html](http://www.census.gov/geo/www/maps/2010_census_UA_maps/US_UAUC_2010.html)

**Link #2 – 2010 Census Urban and Rural Classification and Urban Area Criteria:**

<http://www.census.gov/geo/www/ua/2010urbanruralclass.html>

**Discussion:** Jeff Welch (TPO) stated that two weeks ago the US Census Bureau came out with new urbanized area boundaries for the nation. This is done every 10 years. For our region, this has resulted in an expansion of our urbanized area by about 100 square miles since 2000, now up to 438 square miles. This is an increase of approximately 29 percent. Knoxville has had a population increase of 33 percent from 419, 830 to 558,696. Four urban clusters have been added to the 2010 Knoxville Urbanized area: Oak Ridge, Tellico Village, Loudon, and Clinton. It was clarified that Tellico Village was not a municipality. Mr. Welch further noted that at the same time there has been shrinkage. Mr. Welch stated that though we are required to adhere to the Census findings, we can adjust the boundaries to "smooth them out" when that makes sense for planning purposes and consistency of road classification. The TPO needs to officially plan for the new urbanized boundaries within the next year. This will coincide with when we will be adopting a new Long Range Mobility Plan. Staff will be looking at the By-laws as well as the membership on the TPO Executive Board and Technical Committees as we redefine the MPA area. TPO staff will be in communication with the City of Clinton, Anderson County, and the City of Loudon and they will also include Sevier County. Communication has been established for some time with Oak Ridge as they previously desires to be part of our MPA. Mr. Welch further noted there is no action required by the TPO Technical

Committee at this point. There may be some impact from a funding standpoint depending what happens at the federal level.

Andrew Sonner (City of Alcoa) suggested that a workshop would be beneficial to assist the Committee Members in reviewing the new urbanized area documents and subsequent mandates. John Lamb (Blount County) would like the workshop to include an analysis of the base urban density by block from 2000 to 2010. Terry Gilhula (MPC) stated that can be done by block level. Mr. Gilhula noted that staff can map the entire census blocks that meet the population density for the Metropolitan Statistical Area for all 5 counties and that this could be brought to the workshop. He further noted that one of the more complicated issues is determining how to connect noncontiguous areas and that the Census Bureau uses a very complex GIS mechanism for that purpose. It was clarified that Tellico Village is not incorporated and is a private village.

**5. Motion to Recommend Approval of the Bylaws for the Technical Committee and Executive Board to include Oak Ridge as voting members of the TPO**

**Item Summary:** Metropolitan Planning Area expansion to include Oak Ridge was approved by the Governor. This can lead the way to approve the addition of a Representative from Oak Ridge to becoming a member of both the Technical Committee and Executive Board.

**Attachment #5 – Approval Letter from Governor Haslam**

**Discussion:** Jeff Welch (TPO) noted that this was put on the Agenda as the Committee may want to review these areas prior to amending the Bylaws. TPO did receive approval from the Governor and the Federal Highway Administration approving the expansion of the Metropolitan Planning Area to include the City of Oak Ridge. He referenced Attachment #5 which is the approval letter form Governor Haslam. Mr. Welch stated that when minor changes were made to the draft Bylaws when they were presented to the Technical Committee in December of 2011. This included adding the City of Oak Ridge. The other change was inserting language noting general representation from Knox County Public Works as opposed to language reflecting specific names from that entity.

Staff recommended that no action be taken until the May meeting.

**6. Regional Mobility Plan Updates**

**Item Summary:** Staff continues to move forward to update the Regional Mobility Plan. In an effort to keep the Technical Committee up to date on this fast-paced process, staff is including Principles and Strategies (Attachment #6a) that have been updated to include HUD Livability Principles, a list of the current Priority Projects in the Mobility Plan (Attachment #6b) for review and comment, and continue to seek comments on the Outreach Strategy distributed last month.

**Attachment #6a – Updated Draft of Principles and Strategies**

**Attachment # 6b – List of Current Priority Projects in Mobility Plan**

**Discussion:** Alan Huff (TPO) discussed the Principles, Strategies, and Planning Factors document, Attachment #6a. He noted that what the Committee saw at the last meeting was what was in the current Mobility Plan and this updated version includes the HUD Livability Principles which is in keeping with the PlanET efforts. TPO staff included the Livability Principles and SAFETEA-LU Planning Factors as they pertain to each Mobility Plan Principle.

Mike Conger (TPO) discussed the Knoxville Regional Mobility Plan Project List. TPO staff wanted the Committee to be aware of all of the current projects in the Plan. (Mr. Conger clarified that this list consists of all of the projects, not just the ones identified as priorities). These lists will be updated by TPO as staff move forward in updating the Plan. He noted that one of the things under discussion for the next Plan update is the development of a more specific project application form. A draft form will

be presented at a future meeting. One of the things that will be included on the form is a preliminary purpose and need statement. This will enable a better linking with the planning process to the environmental phase of project development as well allowing everyone involved to start identifying purpose and need as early as possible in the overall process. Mr. Conger further noted the project lists are broken out by jurisdiction and that the costs are ball parked at a 3.6 percent inflation rate from the initial 2009 projections. He asked the Committee to review their list for their jurisdiction and to provide TPO with feedback as some of the projects on the list may already be completed or may no longer be needed or desired. He stated that the Mobility Plan will include other modes of transportation such as bike/ped and transit and he noted that separate application forms will be developed for other modes of transportation.

## 7. Rail Road Crossing Memo

**Item Summary:** Included in SAFETEA-LU were four earmarks designated for rail road crossing improvements in the region. To date these projects have not moved forward. Staff has also outlined in the attached memo a summary of how to create a quiet zone along a rail road.

**Attachment #7 – Railroad Crossings Ear-Marked funds and Railroad Crossing “quiet zone”**

**Discussion:** Nathan Benditz (TPO) noted that there is approximately \$330,000 of federal funds earmarked for improvements in rail road crossings in our urbanized area. The City of Knoxville has just under \$250,000 of those dollars with the other \$80,000 dollars being for Lenoir City. Mr. Benditz pointed out that there are 4 projects, all of which are in our current TIP, and that no funds had been expended to date. He discussed the 4 earmarked projects, which have been identified for over 6 years. Only one project, Cessna Road, specifies an exact location for the project. The other three projects are non-descript locations. Jeff Welch (TPO) stated that though these projects do not require a funding match, additional funds may be required. These additional funds may be secured through the Knoxville Transportation Planning Organization’s Surface Transportation Program. It was discussed that we want to use these federal funds. They could be used to create “quiet zones”. He further clarified that though there is no deadline to use these federal funds, however we do not know what Congress will do in the future. Mr. Benditz stated that there is a website where railroad crossings can be identified and TPO staff is available to assist in the mapping of these in each area.

## 8. Update on PlanET Process and Upcoming Meetings

**Item Summary:** The second round of regional forums is scheduled for the week of April 23<sup>rd</sup>. Six forums will be held throughout the region. A Regional Leadership forum will be held on April 19<sup>th</sup>.

**Discussion:** Amy Brooks (TPO) discussed the telephone survey that University of Tennessee conducted as part of the PlanET process. The purpose of the survey was to measure attitudes and opinions about problems facing the region. They surveyed 2000 residents in the 5 east Tennessee communities that are part of PlanET, which are Anderson, Union, Blount, Knox, and Loudon counties. The calls took place between February 8<sup>th</sup> and March 28<sup>th</sup>, 2012. Preliminary results are in and staff anticipates being in receipt of the final report by the end of the week. Overall the responses about the quality of life were positive as 78 percent of residents reported their quality of life as being good or excellent. Lack of sidewalks and public transportation were noted as two issues. Other issues noted by a majority of respondents were a lack of higher paying jobs in the region in addition to improving transportation overall. On April 19<sup>th</sup> TPO will host the first of four Regional Leadership Dialogue meetings which will occur over the next 18 months. The participants will be weighing findings so far and helping to set the strategic direction for the project. The next round of Regional Forums are starting in Blount County on April 23<sup>rd</sup> and ending in Union County on the 28<sup>th</sup>. Ms. Brooks noted that the purpose of the second round of forums is to take the all information that has been gathered and discuss where and how the region wants to go forward, including addressing the issues identified.

## 9. Draft ITS Plan

**Item Summary:** The draft Intelligent Transportation Systems (ITS) Architecture Document is available for review and comment. This document is required for ITS projects to qualify for federal funding. The use of the National ITS Architecture to develop a regional ITS architecture, and the subsequent adherence of all ITS projects to that regional ITS architecture, is required by federal law.

**Discussion:** Nathan Benditz (TPO) noted that last month the consultants sent out a draft ITS Architecture Plan via e-mail for review. He noted that there will be additional ITS Architecture workshops next week on April 17 and April 18. The workshop on April 17 will be in Sevier County where an ITS Master Plan for the main tourist corridor is being developed. The workshop on April 18 will be at the TDOT Region 1 headquarters for the overall ITS Regional Architecture and it will include a separate training session on the Turbo ITS Architecture software program. The TPO staff is reviewing the draft ITS Architecture document and will be providing feedback to the consultants prior to the above mentioned meetings.

## 10. Other Business

Federal Legislation Update: Jeff Welch (TPO) noted that on March 31, Congress and the President signed a 90 day extension for the Federal Surface Transportation legislation. There is discussion of passing another 90 day extension to allow further opportunities to develop a long term transportation bill.

TDOT Update: Amanda Snowden (TDOT) talked about an upcoming TDOT bus tour throughout east Tennessee. The purpose is to meet with local elected officials and community members to discuss projects in their communities. They area looking to be in east Tennessee by October.

Kelley Segars (TPO) discussed a brochure on TPO's bike rack grant program which also includes bike rack installation hints. Ms. Segars also noted May is Bike Month and referenced TPO's Bike Month brochure which outlines all of the month's events. She also discussed upcoming community biking events and noted that the pedestrian-bicycle counts that are done twice a year are coming up soon. TPO can assist interested communities in setting up these counts as they offer valuable information.

Barbara Monty (CAC) also noted May is Older American's Month and invited Committee members to participate in a needs assessment meeting on May 10 from 1:30 to 3:30 PM at the CAC where they will discuss issues and concerns surrounding the aging population. Ms. Monty further noted that PlanET needs to incorporate planning for the increased percentage of seniors over the next 30 years in their process.

Executive Board Meeting, Wednesday, April 25, at 9 a.m. in the Small Assembly Room of the City County Building

Technical Committee Meeting, Tuesday, May 8, at 9 a.m. in the Small Assembly Room of the City County Building

## 11. Public comment

Members of the public may address the Technical Committee with a five-minute time limitation for each person. There was no public comment.

## 12. Adjournment