

**TPO Technical Committee
August 14, 2007
City/County Building
Small Assembly Room
Knoxville, TN**

The Knoxville Regional Transportation Planning Organization (TPO) Technical Committee met on August 14 at 9 a.m. in the Small Assembly Room of the City/County Building in Knoxville. Darryl Smith, Chair, presided and called the meeting to order.

*Gordon Acuff	East Tennessee Human Resource Agency
*Kathryn Baldwin	Anderson County
*Rich DesGroseilliers	Lakeway Area Metropolitan Transportation Planning Organization
*Mark Donaldson	Knoxville/Knox County MPC
*Debra Fleming	Tennessee Department of Transportation for Angie Midgett
*Chris Hamby	City of Alcoa
*Curtis Henry	City of Sevierville
*Steve King	City of Knoxville Engineering
*John Lamb	Blount County
*Jennifer Lehto	East Tennessee Development District for Terry Bobrowski
*Barbara Monty	Knox County Community Action Committee
*Ted Newsom	Knoxville Commuter Pool
*Cindy Pionke	Knox County Engineering for Bruce Wuethrich
*Scott Poland	City of Maryville
*Blake Sartin	Metro Knoxville Airport Authority
*Darryl Smith	Town of Farragut
*Melissa Trevathan	Knoxville Area Transit
Jeff Welch	Transportation Planning Organization Director
Arran Addington	Tennessee Department of Transportation
Nathan Benditz	Transportation Planning Organization Staff
Brian Boone	City of Maryville
Amy Brooks	Transportation Planning Organization Staff
Doug Burton	Transportation Planning Organization Staff
Mike Conger	Transportation Planning Organization Staff
Karen Estes	Knox County Community Action Committee
Mark Geldmeier	City of Knoxville Engineering
Katie Habgood	Transportation Planning Organization Staff
Kelley Segars	Transportation Planning Organization Staff
Charlotte West	Transportation Planning Organization Staff
Jill Wolverton	Transportation Planning Organization Staff
Ellen Zavisca	Transportation Planning Organization Staff

*voting members

A quorum was declared by Chair Darryl Smith.

1. Approval of July 10, 2007, Minutes

Presenter: Darryl Smith, Chair

Item Summary: Approval of July 10, 2007, TPO Technical Committee minutes.

Background: Attachment #1 – July 10, 2007, Minutes.

A motion was made by John Lamb and seconded by Cindy Pionke to approve the July 10 minutes. The motion carried unanimously.

2. Recommend Approval of Public Participation Plan

Presenter: TPO Staff

Item Summary: Federal legislation passed in 2005 (SAFETEA-LU) requires some changes to the public participation process. These mandated changes place an increased emphasis on particular elements such as involving an expanded list of interested parties, increasing interagency consultation and emphasizing visualization techniques and electronically accessible information. The Tennessee Department of Transportation (TDOT) and Federal Highway Administration (FHWA) have reviewed the draft plan.

Background: Attachment #2a – Draft Public Participation Plan. Attachment #2b – Recommended Language Change.

Katie Habgood of the TPO staff stated that the staff has created a new Public Participation Plan in compliance with SAFETEA-LU and to make a better working document. The plan was developed through public input, both through online surveys and at public meetings. TDOT and FHWA have also reviewed the plan, and their comments are included. A proposed change in the language is highlighted in Attachment 2b. The staff is asking for approval from the Technical Committee for the plan including the changes.

A motion was made by John Lamb and seconded by Chris Hamby to approve the Public Participation Plan and recommend sending it to the Executive Board for their approval. The motion carried unanimously.

Attachment #2c – Comments from Public Meetings.

3. Recommend Approval of Prospectus

Presenter: TPO Staff

Item Summary: The prospectus outlines the roles and responsibilities of the participants in the TPO planning process. In addition major issues facing the TPO are briefly discussed. The prospectus will also include the bylaws for the TPO committees and agreements between agencies.

Attachment #3 – Prospectus.

Background: According to SAFETEA-LU legislation, the prospectus can substitute for individual agreements.

Jeff Welch stated that the Prospectus has been updated in compliance with SAFETEA-LU, and other changes have also been made. The document is a guiding tool for the staff to work with. It will be sent to the Executive Board for their approval.

A motion was made by John Lamb and seconded by Cindy Pionke to approve the Prospectus and recommend sending it to the Executive Board for their approval. The motion carried unanimously.

4. Recommend Approval of Conformity Memorandum of Agreement (MOA)

Presenter: TPO Staff

Item Summary: Attached is a slightly revised MOA between the TPO, TDOT and Lakeway Area Metropolitan Transportation Planning Organization (LAMTPO) that specifies that the Knoxville TPO will be responsible for performing the regional conformity determinations on our Long Range Plans and TIPs. It is updated to reflect the PM2.5 nonattainment area designation and it also removes some of the dates that were included in the previous MOA that were specifically related to completing the first conformity determination during the previous go around.

Attachment #4 – MOA.

Background: The original MOA was adopted by the Board in the fall of 2004.

Mike Conger of the TPO staff stated that the MOA between the TPO, TDOT and the Lakeway Area MPO was being updated to account for the fact that the Knoxville area is now also in nonattainment for PM2.5 in addition to ozone. He noted that the MOA had been sent to TDOT environmental for comments, and some revisions had been made based on the comments that were received. He also stated that ultimately this will have to go to the TDOT legal department for a review prior to being able to obtain the commissioner's signature. Rich DesGroseilliers with LAMTPO stated that they are scheduled to have their Executive Board adopt the MOA on Thursday.

John Lamb asked if some revision was still necessary to the MOA. Mike responded that it may be possible that the TDOT legal department would have some corrections that would need to be made.

A motion was made by Chris Hamby and seconded by Mark Donaldson to approve the Conformity Memorandum of Agreement and recommend sending it to the Executive Board for their approval. The motion carried unanimously.

5. Recommend Approval of Amendments to the 2007 Unified Planning Work Program

Presenter: TPO Staff

Item Summary: By the end of the fiscal year, September 30, the TPO anticipates cost overruns for two tasks: Public Involvement and Long Range Planning. Staff is recommending moving funds from two other task items, Management Systems and Direct Charges, to cover these anticipated cost overruns. The attached tables reflect the changes to be made. **Attachment #5 – Memo and Amended Budget Tables**

Background: The contract between the TPO and TDOT stipulates that budget amendments greater than 15 percent be approved by the TPO Board.

Jeff Welch stated that we are nearing the end of the 2007 Work Program and need to make some budget amendment changes for 2007. Public involvement and long range planning have cost overruns. Funds will be moved from Management Systems and Direct Charges. Staff recommends approval.

A motion was made by John Lamb and seconded by Melissa Trevathan to approve the amendments to the 2007 Unified Planning Work Program and recommend sending it to the Executive Board for their approval. The motion carried unanimously.

6. Status of 2008-2011 Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP) Update

Presenter: TPO Staff

Item Summary: The 2008-2011 TIP documents how federal and state funds will be expended on highway and public transportation projects in the urban area. In response to SAFETEA-LU planning regulations an MPO's long range transportation plan must be compliant to the planning regulations. Numerous changes were made to the plan to become in compliance. Some adjustments were made to the highway project schedule in recognition of higher construction costs and slower implementation.

Background: SAFETEA-LU requires a four-year TIP that is financially constrained. We have also included TDOT's proposed 2008-2011 list of projects for the regional area. The last update to the LRTP was in March of 2006.

Jeff Welch stated that these two items will be voted on at the September meeting. We have had two public meetings in Knox and Blount Counties. Because we have made changes in the LRTP, we have moved some projects and had to do another air quality conformity analysis. The LRTP could not be adopted until the conformity analysis is approved. The TIP has been reviewed by TDOT and has been submitted to FHWA and the Federal Transit Administration. The LRTP has been submitted to TDOT. We will be calling a special board meeting in September.

7. TDOT LRTP Update and State Transportation Improvement Program (STIP) Availability

Presenter: TDOT Staff

Item Summary: The state is updating its LRTP and creating a STIP for FY 2008-2011. Appropriate TDOT staff will be available at the Region 1 office on Tuesday, August 21 from 3:00 – 7:00 p.m. to answer questions and accept comments on the STIP. **Attachment #6 –TDOT Notice of Public Review**

Debra Fleming of TDOT stated that they had to make revisions to comply with SAFETEA-LU. August 21 is a public meeting at Region 1. She listed what items are included in their LRTP. She talked about how TDOT deals with comments from the public for the state Public Involvement Plan.

8. Review of Research on the Effectiveness of In-street Crosswalk Signs

Presenter: TPO Staff

Item Summary: TPO staff worked with City of Knoxville Engineering staff to study the impact of an in-street crosswalk sign on driver yielding behavior. The positive results have led to more funding for the signs and plans by the city to install them at other mid-block crosswalks. **Attachment #7 – In-street Crosswalk Signs Study**

Background: The in-street crosswalk signs studied have been used successfully in several other cities, including Atlanta and Madison, Wisconsin.

Ellen Zavisca of the TPO staff shared the results of the effectiveness of the instreet crosswalk sign that was installed on Main Street in front of the City/County Building. The sign has had a great impact on drivers. There were many requests for this sign to the city. The City Engineering staff installed the sign on March 27. Fifty-two percent of the cars stopped for pedestrians before the sign was installed, and 88 percent stopped afterwards. She and Donna Young of Knoxville Parks and Recreation have suggested other places to install the signs. Scott Poland asked where the other signs will go. She responded that the list is in the packet. Darryl Smith asked if they have looked at midblock crossings and if they could be marked better. Ellen stated there is research on how these can be handled. Curbs can be extended out or an island installed in the middle. Jeff Welch stated that in Wisconsin they are using them in hospital zones. Steve King added that the City of Knoxville uses a particular type of sign in a residential area to slow drivers down. They also use rumble strips.

9. Other Business

**Executive Board Meeting, August 22 at 9:00 a.m. in the Small Assembly Room of the City/County Building.
Technical Committee Meeting, September 11 at 9:00 a.m. in the Small Assembly Room of the City/County Building.**

Jeff Welch introduced two new TPO staff members, Nathan Benditz and Amy Brooks.

Jeff stated that TDOT is doing an I-40/I-81 study from a multimodel perspective. There is a meeting in Knoxville on September 25 from 1:30-3:30 for city and county staff members and 5-7 for the public.

The East Tennessee Human Resource Agency (ETHRA) will be conducting a public meeting on August 16 at the ETHRA offices to review the Human Services Transportation Plan.

A special called meeting of the TPO Executive Board will be held either the third or fourth week of September to approve the LRTP update and the TIP.

A handout was distributed showing the status of the current Knoxville Surface Transportation Program and Congestion Mitigation and Air Quality projects obligated but not in the current TIP. Jeff encouraged the Technical Committee members to urge their administration to move contracts through to obligate and spend the funds.

John Lamb stated that Blount County is having an event on August 22 with Ed McMahon as the speaker, which is the same day as the next Executive Board meeting. Because of this, many of the Executive Board and Technical Committee members from Blount County will not be able to attend. The members will try to find representatives to attend the Executive Board meeting.

10. Public Comment

There was no public comment.

11. Adjournment

There being no further business, the meeting was adjourned.