

MONTHLY REPORT

to the
Knoxville Transit Authority



August, 2008

Knoxville Area Transit



More than a ride.





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THE CITY OF KNOXVILLE, TENNESSEE
KNOXVILLE TRANSPORTATION AUTHORITY

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MARY LYNN HOLLOWAY
VICE-CHAIR

MARY SMITH
RECORDING SECRETARY

ART CARMICHAEL

ESSIE JOHNSON

PATRICK RODDY

JOHN SIBLEY

BRIAN SIMMONS

WALTER WILLIAMS, JR.

CHRIS WOODHULL

JOHN LAWHORN
ATTORNEY TO THE K.T.A.

AGENDA
KNOXVILLE TRANSPORTATION AUTHORITY
Thursday, September 25, 2008, 3:00pm
MAIN ASSEMBLY ROOM
CITY COUNTY BUILDING

- I. Determination of Quorum**
- II. Approval of Minutes –August 28, 2008**
- III. Report of Staff**
- IV. Transportation and Mobility Committee Report**
- V. Old Business**
- VI. New Business**
 - A. KTA Committee Reports**
 - a. Advocacy and Ground Transportation Committee**
 - b. Knoxville Station Committee**
 - c. Community Advisory Committee**
 - B. Other New Business**
- VII. Public Forum**
- VIII. Set Next Meeting and Adjourn**

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MINUTES
KNOXVILLE TRANSPORTATION AUTHORITY
Main Assembly Room, City County Building
Thursday, August 28, 2008 at 3:00 P.M.

I. Determination of a Quorum

Chair Sproles acknowledged that there was a quorum. Commissioners in attendance were as follows:

Commissioner Carmichael
Commissioner Simmons
Commissioner Williams
Commissioner Woodhull

Chair Sproles brought the revised copy of the July 2008 minutes to the KTA Board Members attention.

Commissioner Williams requested an addition to the minutes that states that the KTACAC recommended that the LIFT Service changes not be implemented for 6 month in order that riders may make alternative arrangements.

Chair Sproles acknowledged Commissioner Williams comments and asked that they be reflected in the minutes.

II. Approval of Minutes

Commissioner Carmichael made a motion to approve the minutes with changes from the July 2008 meeting. Commissioner Simmons seconded the motion. The board was unanimous.

Chair Sproles reported that the Mayor discussed the relationship between KTA, KAT staff and City Administrative Staff at a recent workshop. He also reported that the Mayor emphasized 3 points: that he was asking KTA to be aware of the funding issue, that KAT and KTA work for service efficiency, and the board and KAT look at the LIFT Services regarding the boundary area and the policy. The Mayor also stated that he would recommend that City Council approve an additional \$425,000 increase in the FY budget.

Commissioner Carmichael commented about the process of grants and what happens when those grant funds are expended.

Chair Sproles mentioned that Mr. Jim York brought the board a handout for grants and the process of grants through the city. Chair Sproles also mentioned that now

that we have the process for grants procedure, that procedure be implemented and to use it would be the next step.

III. Report of Staff

Ms. McGinnis, KAT's GM, acknowledged Mr. Alex Roman, PTM's Region Manager. She went on to remind everyone that Saturday September 6, 2008, KAT would have its local Roadeo at 10:00 am at Cement Plant Road.

She went on to report that ridership for July 2008 is up 15% and that several routes have decreased. KAT has looked into those routes: Routes 13 and 23 are interlined and both are experiencing low ridership which indicated a farebox problem. Routes 30 and 42 are also interlined. West Town Route 15 was down as well.

Jim York gave the financial report. He explained the format of the report would be changing to reflect a more detailed summary of expenses. Breaking down expense items that are currently lumped together, such as salaries, over time, pension, etc. would make it easier to understand. Revenues and expenditures are pretty much on track at this time, although fuel prices are a constant concern due to the fluctuating market. There is still concern regarding pending revenue that was budgeted for the fiscal year that may not come to fruition. Certain Federal grants and State contributions were expected but not guaranteed and have still not been confirmed, which would leave additional shortfalls.

Commissioner Simmons asked if the City Council has approved the \$425,000 and if it was included in the numbers before the board. He also asked if the budget balanced.

Mr. York responded that no that \$425,000 has not be approved. That will go before the council during the September 9, 2008 meeting. Mr. York also mentioned that a budget is a plan for the year and by law it has to balance.

Commissioner Simmons asked where the \$425,000 was needed in the budget.

Mr. York responded that he would put it under salaries.

Chair Sproles commented that the board appreciated the additional dollars.

Ms. McGinnis reported that along with the \$425,000 there might be other identified shortfalls in the area of salaries. She went on to report that KAT is under the directive by the city to maintain the $\frac{3}{4}$ quarter mile of a fixed route for the LIFT Service. She also stated that KAT would like input from the board about their views on the LIFT Services.

Commissioner Woodhull inquired about the policy and where it came from.

Attorney Lawhorn clarified that the stated $\frac{3}{4}$ quarter mile is the original policy approved by the KTA Board. He went on to say that the approval was in the mid 90's. He also mentioned that at some point staff, with good intentions, provided service outside the area and that over time it became an expectation. The service extensions were never presented to the board for approval. He then stated that as of today the $\frac{3}{4}$ quarter mile is the policy and that the board cannot compel the city to fund the extended the LIFT.

Commissioner Carmichael stated that he understands what was said but he will be uncomfortable changing it now that the extended route is in place. He also commented that these people are relying on this service. He suggested that the board table this discussion about the ADA requirements until a workshop has been presented to the board.

Commissioner Woodhull wanted to clarify what Commissioner Carmichael was stating in his comments.

Commissioner Carmichael restated that he does not know if we can cover all of the area or if someone else can cover it -ETHRA or CAC- but he would like to see an attempt to do so before a decision is made.

Commissioner Woodhull agreed with Commissioner Carmichael's statement.

Chair Sproles commented that Barbara Monty as well as ETHRA could attend the meeting and we could see what their abilities may be.

Mr. Doug Burton stated that the TDP is looking at Tuesday, September 16, 2008 at the Cansler YMCA on Jessamine St. to discuss the issues of the LIFT Service with the board.

Chair Sproles stated that he think the consensus is that the LIFT discussion be tabled until after the workshop on the 16th at 3:00 pm at the Cansler YMCA.

Mr. Burton went on to report that the Transit Development Plan would add the ADA to their survey process. He also stated that at 5:30 pm on the same day there would be a general public meeting to discuss the overview of what is hoping will be accomplished with the TDP.

Mr. Burton also reported that on September 3, two different surveys would begin, one entails riding every route and tracking where people get on and off the buses. This will determine what routes or what section of the route is productive and which routes are not. The second survey will be a questionnaire survey about KAT, routes, etc.

Commissioner Woodhull inquired about the transfer point being moved to Locust on July 29. He also inquired about who makes the decision to close the street.

Mrs. Belinda Woodiel-Brill, KAT's Director of Marketing and Development, responded that KAT was told by the Special Events Office that there would be a movie filmed and that Main Street would be closed. She went on to say that when we are told that there is a closure, KAT has to determine where to reroute the buses. Supervisors stay close to that area in case someone is left behind, and we post signs, flyers etc. so that passengers know.

Commissioner Woodhull suggested that there be a policy stating closure can only be on Sunday in order not to inconvenience riders during the week.

Mrs. Woodiel-Brill responded that that would be idea but not all closure can be on Sunday like September 11th, Main Street was closed. She went on to say that when KAT finds out that there is a closure at the last minute, we all just do the best we can.

Commissioner Carmichael stated that riders mentioned to him that they were at the transfer point and didn't know it had been moved to Locust.

Mr. Burton continued that every four years TPO has to prepare a long-range transit plan for the region dealing with all aspects of transportation for the federal government. He went on to report that there is a follow up meeting for the Regional Mobility Plan 2035 on Monday, September 8, 2008 at 6:00 pm in the Main Assembly Room at the City County Building, 400 Main Street, Knoxville, TN. for more information contact the TPO at (865) 215-2500 or www.mobilityplan@knoxtrans.org.

Commissioner Williams inquired about the Y-12 grant ending December 2008.

Ms. McGinnis commented that the grant runs out in September 2008 and that it was contingent on funding after the year was up.

Mrs. Woodiel-Brill responded that at the end of September 2008, the service and the funding would expire for the 103X and the 104X.

Commissioner Carmichael inquired about the funding source.

Mrs. Woodiel-Brill responded that currently Y-12 is looking into funding sources to extend those services. The grant that ends in September is a CMAQ grant through TPO.

IV. Old Business

No old business was discussed.

V. New Business

A. KTA Committee Reports

a. Advocacy Committee and Ground Transportation Committee

No Advocacy and Ground Transportation Committee report was discussed.

b. Knoxville Station Committee

Ms. McGinnis reported that the process of the new site is still moving forward.

c. Community Advisory Committee

Commissioner Williams reported the KATCAC encourages KAT to look for alternative sources of funding. He also inquired about corporate funding.

Ms. McGinnis responded that KAT received funding from three different apartment complexes for route continuation.

Chair Sproles commented that given direction and opportunity KTA is willing to help administration and staff seek additional sources including acquiring corporate finding, which was the discussion at the July meeting.

B. New Farebox Equipment

Ms. McGinnis reported that council approved the purchase of new farebox equipment in January. She also reported that the new fareboxes would have capabilities the old fare boxes do not have. The new fareboxes would be able to distinguish between \$1.00 bills, \$5.00 bills, etc and coins. It issues its own tickets. It provides an operator screen with more information.

Commissioner Carmichael inquired about he upgrade of the system as far as smart cards and credit cards.

Ms. McGinnis responded that if KAT chose to upgrade, that option would be available.

C. Appeal of Denial of Taxi Permit – Charles Walsh

Attorney Lawhorn read the report for denial of taxi permit for Mr. Charles Walsh. Officer Huskey gave the taxi inspector report.

Mr. Walsh stated that A Touch of Paradise Taxi is telling employees that they have two weeks to get their permit. He went on to say that another taxi driver was also cited for not having a permit.

Officer Huskey responded that A Touch of Paradise Taxi is aware that they do not have a two weeks grace period. He went on to say that they did cite another driver from that taxi company.

Chair Sproles asked Officer Huskey how long Mr. Walsh had applied for his permit before he was cited.

Officer Huskey responded that Mr. Walsh applied the next morning after he was cited, not before. He went on to add that Mr. Walsh called him afterward to say that he applied for his permit to help himself with the court case and that his intention was not to drive a cab.

Commissioner Carmichael made a motion to deny the appeal of the taxi permit for Mr. Charles Walsh. Commissioner Woodhull seconded the motion. The board was unanimous.

D. Other New Business

No other new business was discussed.

VI. Public Forum

Chair Sproles reported on a letter that Sherrie Raymond left about an issue regarding a stop. He went on to say that that letter has been sent to Mr. Rodney Boone, KAT's Director of Operations.

Betty Burks, West Knoxville, inquired about KAT Management Company. She went on to say that drivers don't treat her fairly. She also inquired about where KAT is getting their drivers.

Nora Cooper, Woodsmith Rd, commented that she has had excellent drivers. She went on to say that she has ridden the bus for 4 years. She went on to read a letter from her doctor. She also stated that she gives KAT a plus and that she considers some of the drivers to be a part of her extended family.

She stated that she is confused about the LIFT card, it is like a contract and her (contract) card was issued on May 30, 2008 and expires on May 30, 2010.

Hubert Smith, P.O. Box 607, inquired about the workshop at the Cansler YMCA, the July 28th moving of the transfer point and the 2010 Action Plan.

Commissioner Carmichael read part of an article from the Metro Pulse. He also encouraged KAT drivers to be careful especially when driving especially downtown.

Commissioner Williams inquired about the charter rates.

Ms. McGinnis responded that when KAT gets a request for a charter, it has to be posted on the web. If a private company wants to provide that service for the person, KAT cannot provide that service. KAT cannot compete with a private company.

VII. Set Next Meeting and Adjourn

The next meeting was set for Thursday, September 25, 2008 at 3:00 pm in the Main Assembly Room of the City County Building.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Mary Smith', written over a horizontal line.

Mary Smith
KTA Recording Secretary

