

Knoxville Transportation Authority

Meeting Date: Thursday, January 28, 2021
Held virtually via Zoom



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INDYA KINCANNON
MAYOR
(865)215-2040



CITY OF KNOXVILLE
KNOXVILLE TRANSPORTATION AUTHORITY

AGENDA
KNOXVILLE TRANSPORTATION AUTHORITY

Held virtually via Zoom
Thursday, January 28, 2021 at 3:00 pm

DOUGLAS LAWYER
CHAIR

CHRIS CROUCH
VICE-CHAIR

RHONDA THOMPSON
RECORDING SECRETARY

SANDY BOOHER

LILIANA BURBANO BONILLA

MARK HAIRR

AMELIA PARKER

JIM RICHARDS

KIMBERLY WATKINS

ASHLEY OSBORNE

JOHN LAWHORN
ATTORNEY TO K.T.A.

- I. Determination of Quorum
- II. Approval of Minutes – December 17, 2020
- III. Reports
 - A. KTA Chair
 - B. Commissioner's Comments
 - C. Staff
 - i. City of Knoxville Director of Transit
 - ii. TPO Transit Planner
- IV. New Business
 - Election of Officers
- V. Old Business
- VI. Public Comments
- VII. Set Next Meeting for February 25, 2021 and Adjourn

This meeting and all communications between members is subject to the provisions of the Tennessee Open Meetings Act, TENN. CODE ANN. § 8-44-101, *et seq.*

Minutes
KNOXVILLE TRANSPORTATION AUTHORITY
Meeting held via Zoom
Thursday, December 17, 2020 at 3:00 pm

I. Determination of Quorum

Chair Lawyer called the meeting to order and acknowledged there was a quorum. Other Commissioners in attendance were as follows:

Commissioner Crouch
Commissioner Hairr
Commissioner Parker
Commissioner Boher
Commissioner Richards
Commissioner Williams

II. Approval of Minutes- November 19, 2020

Chair Lawyer requested approval of the November 19, 2020 minutes. Commissioner Crouch made a motion to approve the minutes and Commissioner Williams seconded that motion. The minutes were approved unanimously.

III. Reports

A. KTA Chair

Chair Lawyer expressed his gratitude to Active Knox for the webinar that they presented with Charles Brown about Equity Matters in Transit.

Chair Lawyer presented a Certificate of Appreciation to Dr. Williams for his many years of service to the KTA Board beginning in 2005. The certificate reads:

In grateful appreciation of Dr. Walter Williams for his many years of service to the City of Knoxville and Knoxville Area Transit through his tenure on the Knoxville Transportation Authority. Since his tenure began in 2005, Dr. Williams has seen KAT through a complete route restructure, the move to Knoxville Station Transit Center in 2010, winning the Transit System of the Year Award from the American Transportation Association in 2017, and the Gold

Safety Award in 2018. He has served the board by participating in the nominating committee and other committees, and supported KAT as a KTA member in holiday parades and other activities.

B. Commissioners' Comments

There were no Commissioner comments.

C. Staff

i. City of Knoxville Director of Transit

Director Isaac Thorne stated that KAT plans to continue reduced service beyond the month of January due to the reduced workforce and with the COVID-19 rates being 20-25% in the Knoxville community. After Thanksgiving, 26 KAT employees tested positive for COVID-19. He added that staff is taking additional steps to combat the spread including: reduction of break room seating, additional break room space at the Knoxville Station, continuing to provide all employees with PPE, disinfecting buses and workstations while also constantly communicating the CDC and Knox County Board of Health COVID-19 protocols to employees.

Mr. Thorne stated that beginning February 1, 2021, KAT is going by a reduced fare structure. This will be a demonstration pilot that be implemented for 6 months. He further explained that there will be no transfer passes, each trip will be \$1, a one-day pass will be \$2, or 30-day pass is \$30. A 20-ride pass will be \$15, a semester pass will remain the same at \$130, and a one ride on LIFT will be \$2. Mr. Thorne also added that by February 1, driver shields would be in place to protect KAT drivers. New releases will go out along with flyers to inform every one of these changes.

Commissioner Crouch asked when COVID-19 vaccinations would be available for KAT operators. Mr. Thorne responded that the bus operators fall under the same category to receive the vaccinations as teachers. KAT will be planning a distribution of those. Commissioner Crouch also asked if there is a known date for these vaccinations to be given. Mr. Thorne responded that it will most likely be by February or

March although no one has contacted KAT to give more information at this time.

Commissioner Parker inquired as to how the plexi-glass barriers will work to keep the operators safe. Mr. Thorne stated that it is a swinging plexi-glass door like seen at convenience stores. He added that he does have images he can send to those interested in seeing it. Commissioner Parker asked if there has been any consideration given to waiting on bringing back fares again until more about the vaccination schedule is available. Mr. Thorne responded that KAT is seeing a spike in ridership, which is not good during a pandemic. He stated that drivers have been requesting to bring back fares in hopes of seeing a drop in ridership. Commissioner Parker also asked if the reduced service combined with the increased ridership is causing the more crowded buses. Mr. Thorne stated that standby buses are still available to prevent overcrowding on buses. The goal is lowering ridership overall to help in this matter.

Chair Lawyer asked whether this new fare structure is something that needs approval by the KTA Board. Mr. Thorne responded that this temporary change is under FTA so there is no need for a vote by the board. An equity analysis will occur within the 6 months to see if it is going to continue after the 6-month time-period. Mr. Lawhorn added that the KTA certainly has the prerogative to weigh in on the matter too though it is not legally required since fares higher than this have been approved in the past.

Mr. Thorne stated that KAT's overall ridership is down YTD 16%. For the month of November, Fixed Route Ridership is down 1%, LIFT Ridership decreased 9.3%, and Trolley Ridership decreased 13.5%. On 11 of 23 routes, KAT did experience varying ridership increases.

Chief Financial Officer Melissa Roberson begins by stating that throughout the month of November, 41.67% of the budget year has passed. Total expenditures are standing at 37.39% as of the end of November. KAT is at 1/10th of expected charges for service and the city is making up the difference.

Ms. Belinda Woodiel-Brill stated that there have been changes made to the upcoming holiday schedules. Christmas Eve, KAT will be operating on a Sunday schedule

as opposed to the usual Saturday schedule for this holiday. The LIFT however, will still operate on a Saturday schedule due to dialysis patients that rely on KAT to get them to their appointments. KAT will close on both Christmas Day and New Year's Day. She added that due to some workforce issues, the new hours at the Customer Service desk at Knoxville Station are now: 8-5pm Monday-Friday and closed on weekends until further notice.

Mr. Thorne added that he wanted to thank all KAT employees for their dedication during this trying year.

ii. TPO Transit Planner

Nothing to report.

IV. New Business

Term limits have expired for several seats. Chair Lawyer has chosen Commissioner Booher, Commissioner Hairr, and Commissioner Parker to be the members of the Nominating Committee. All three Commissioners agreed to this. Commissioner Parker inquired as to if there is an opportunity for individuals to put their name forward if they are interested. Mr. Lawhorn responded that yes, the Nominating Committee can nominate more than one person for each position. At the meeting, if other names receive nomination other than those from the committee, something in writing confirming that person's willingness to serve must accompany it.

V. Old Business

There was no old business

VI. Public Comment

There were no public comments.

VII. Set Next Meeting and Adjourn

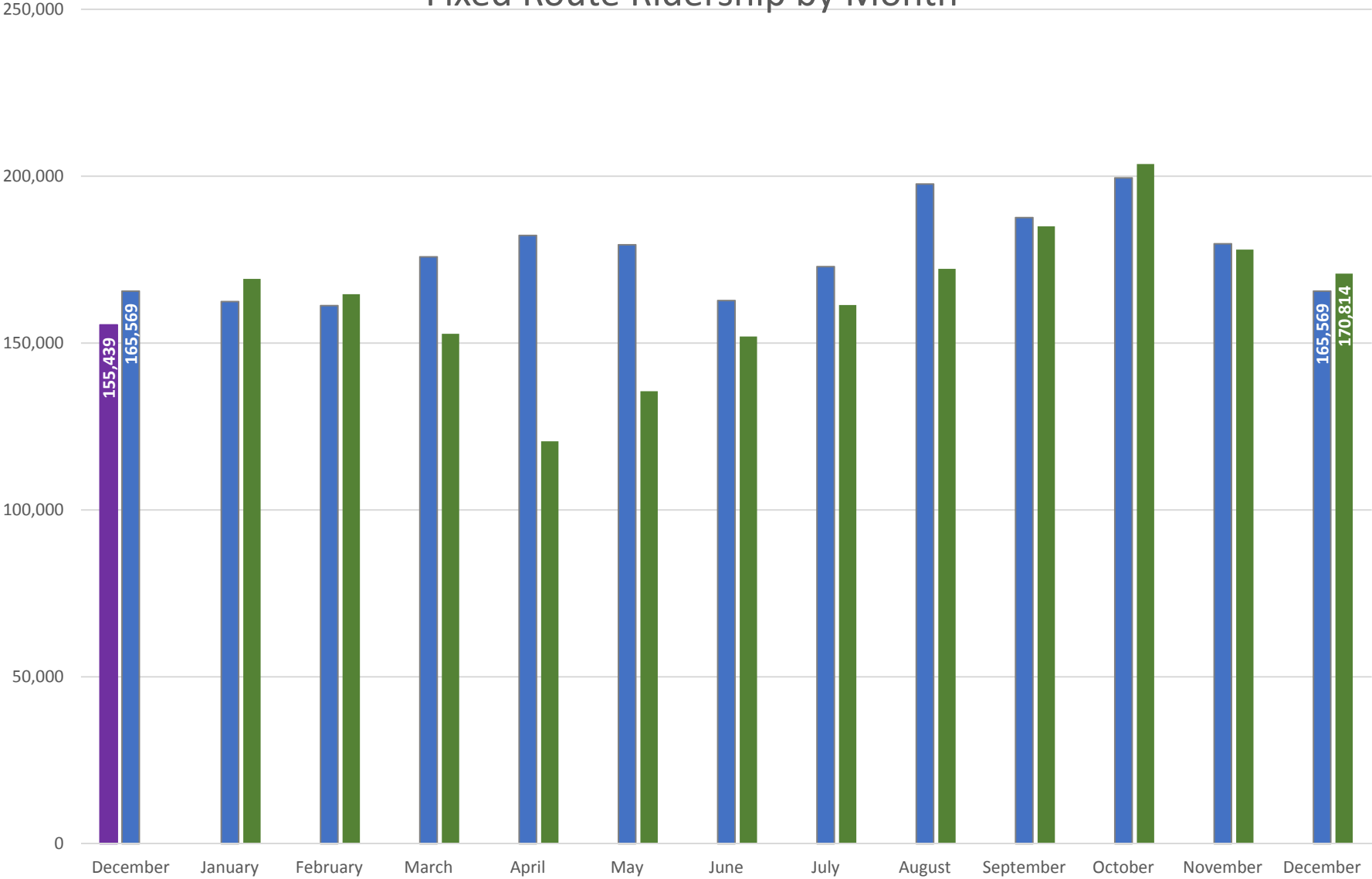
The next meeting was set for January 28, 2021 at 3:00 p.m. via Zoom.

Respectfully submitted,

A handwritten signature in black ink on a light gray background. The signature reads "Rhonda Thompson" in a cursive, flowing script.

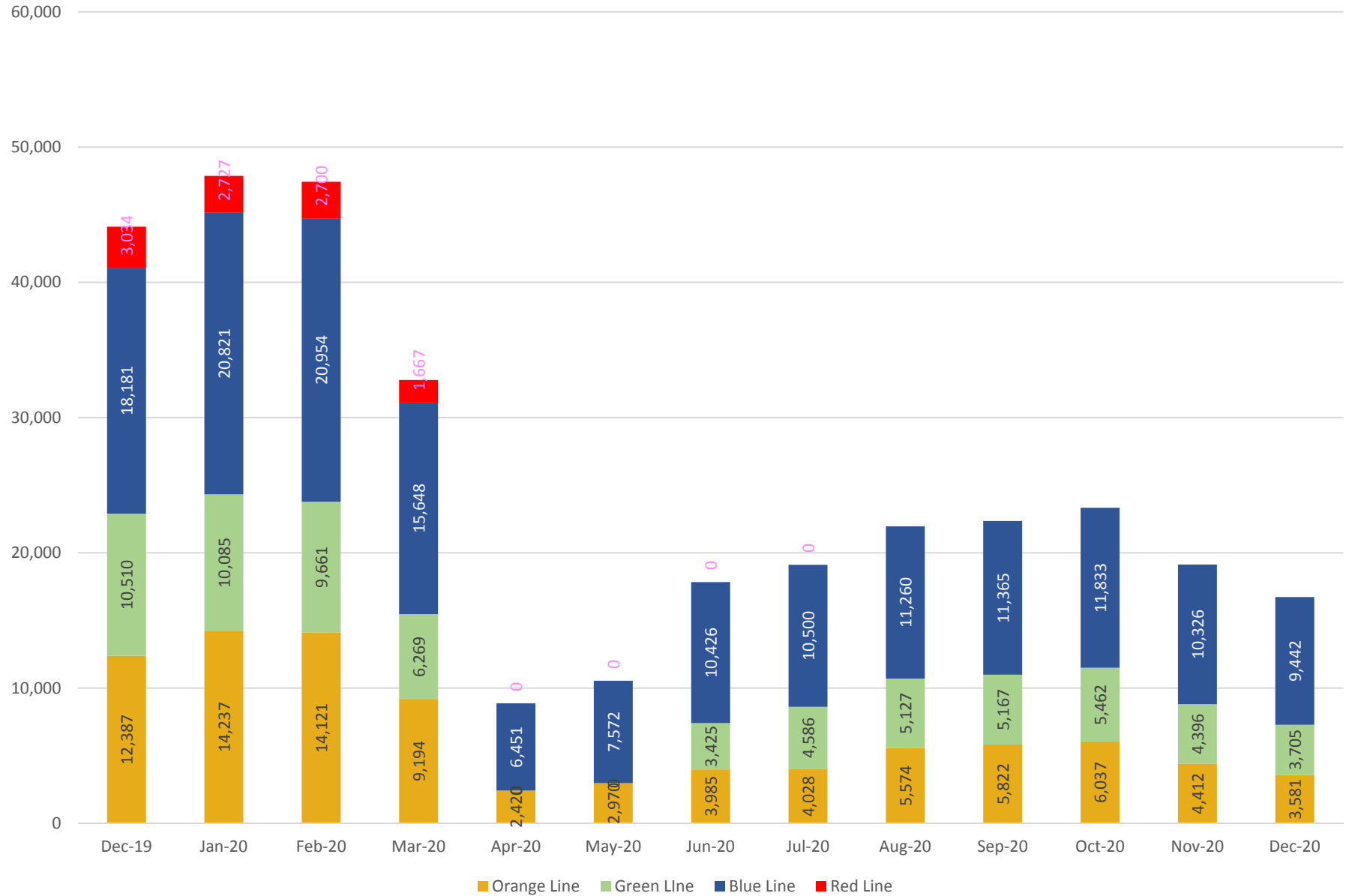
Rhonda Thompson
KTA Recording Secretary

Fixed Route Ridership by Month

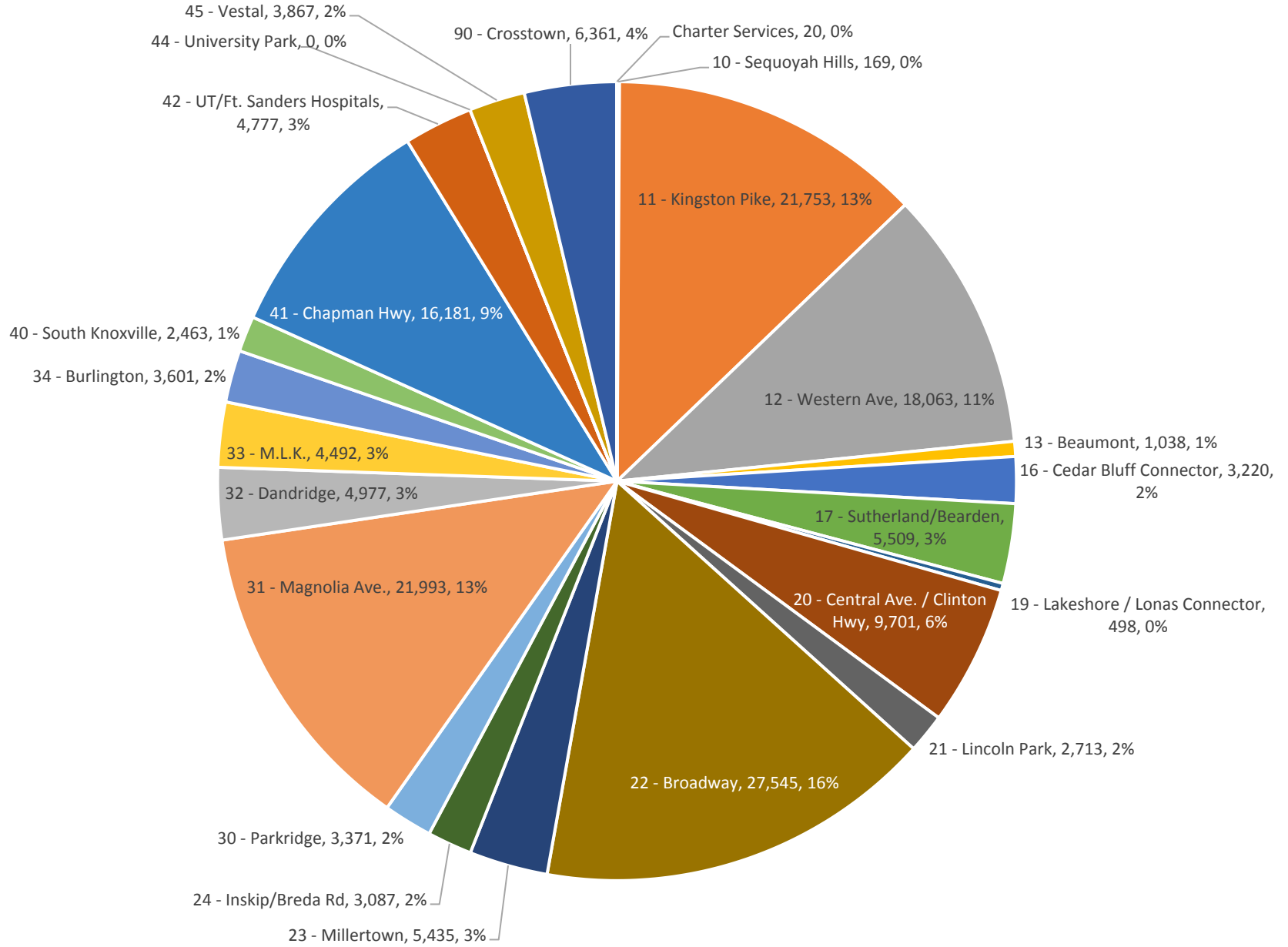


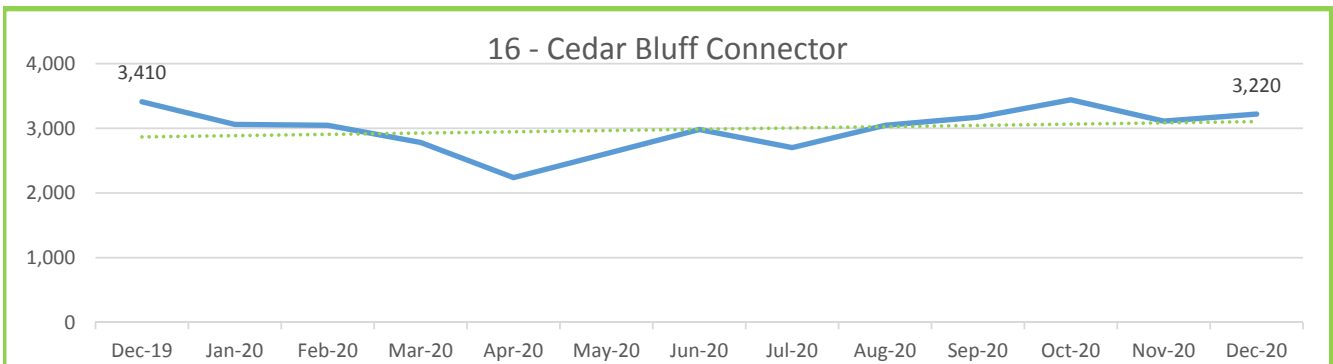
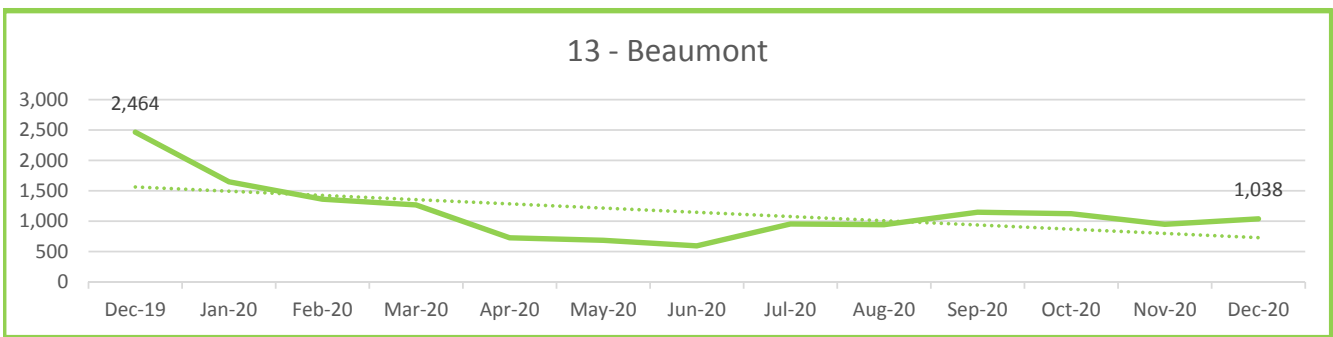
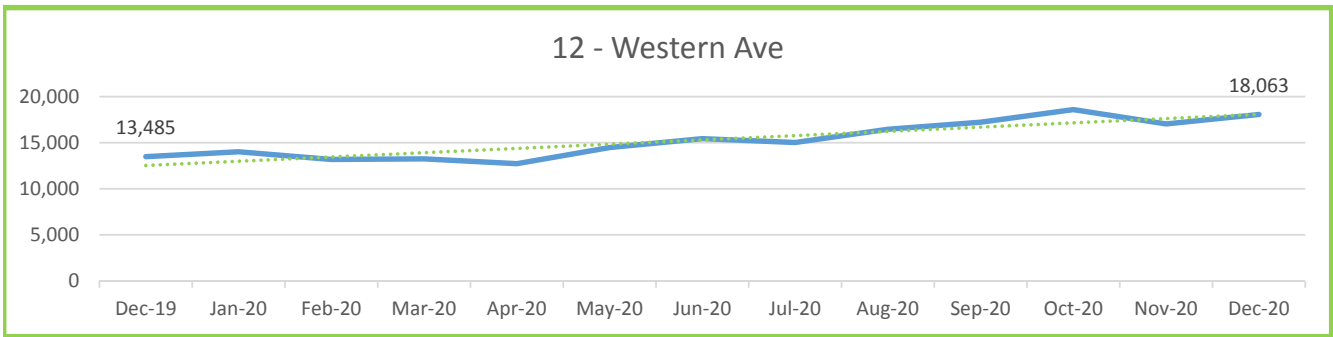
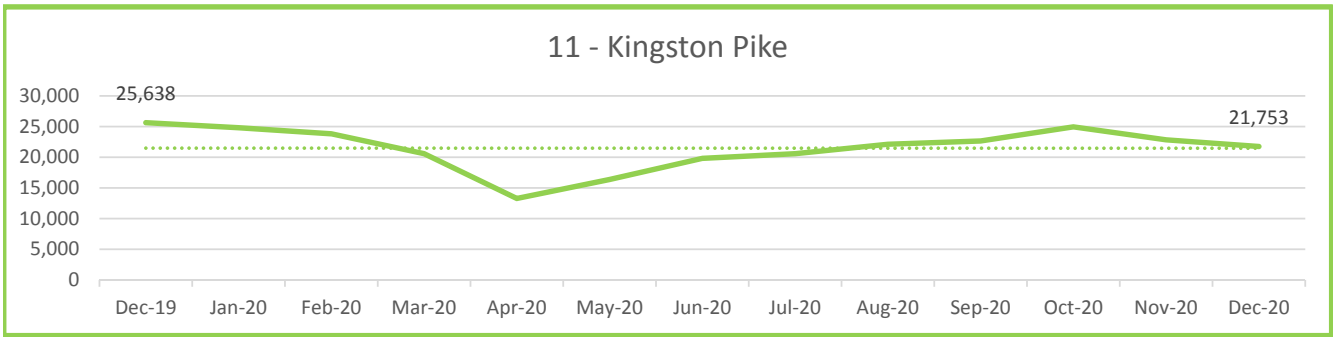
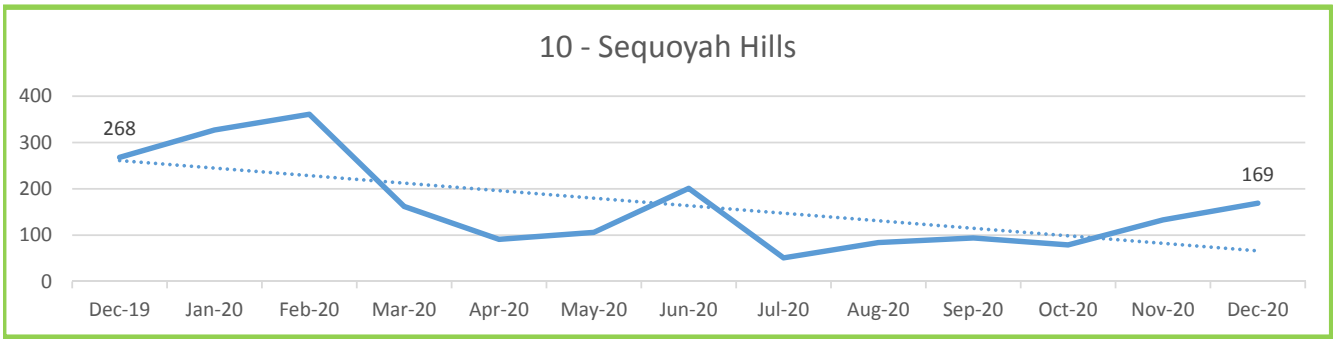
■ 2018 ■ 2019 ■ 2020

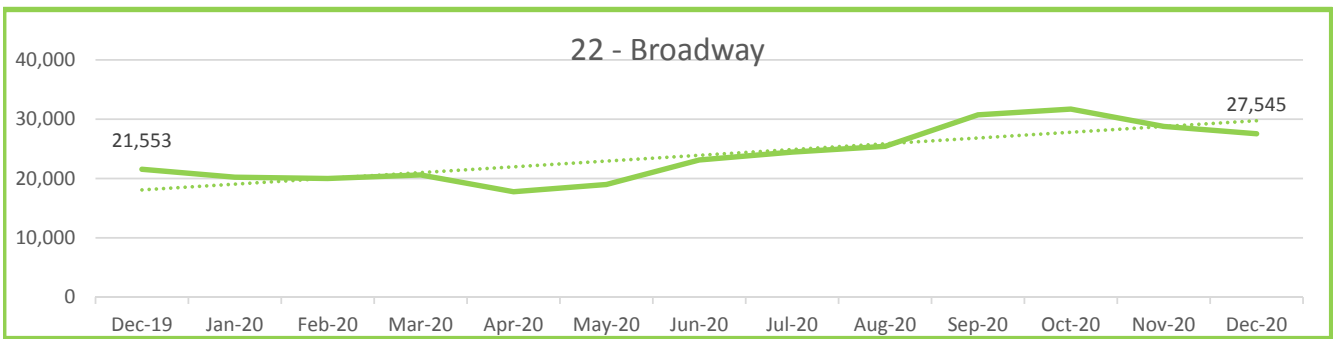
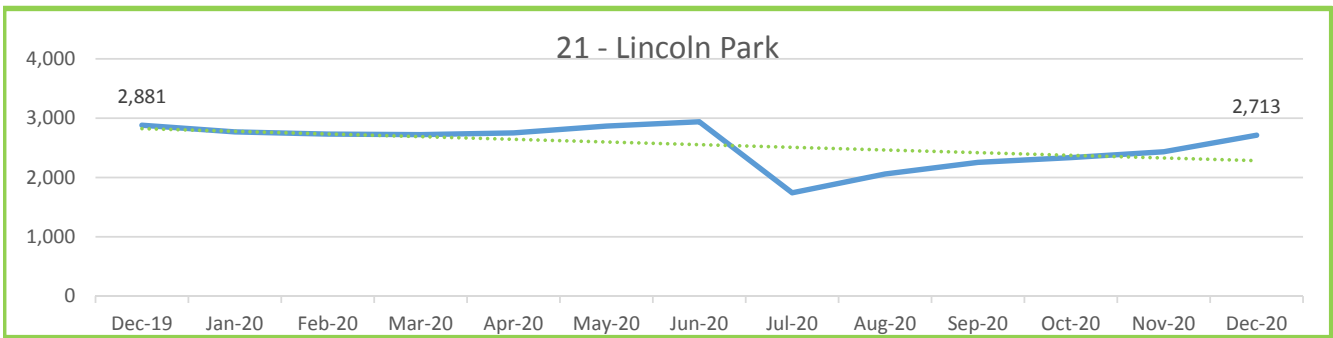
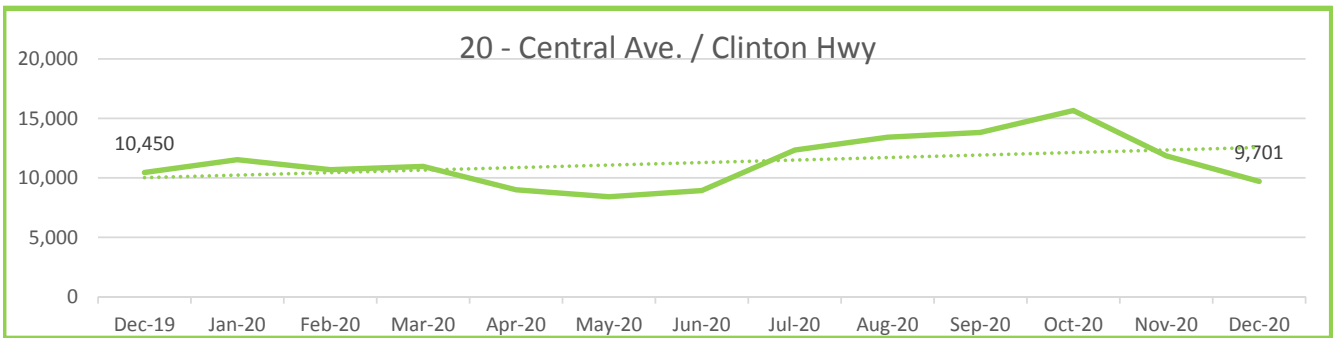
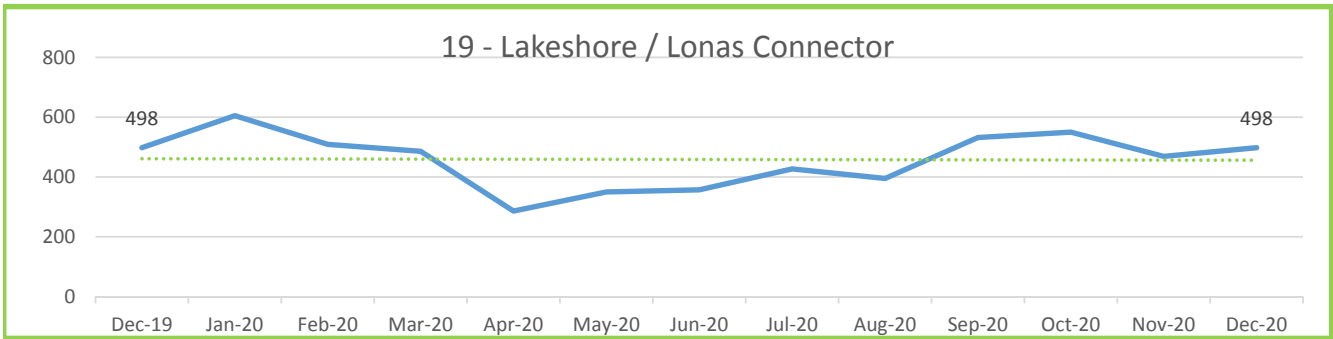
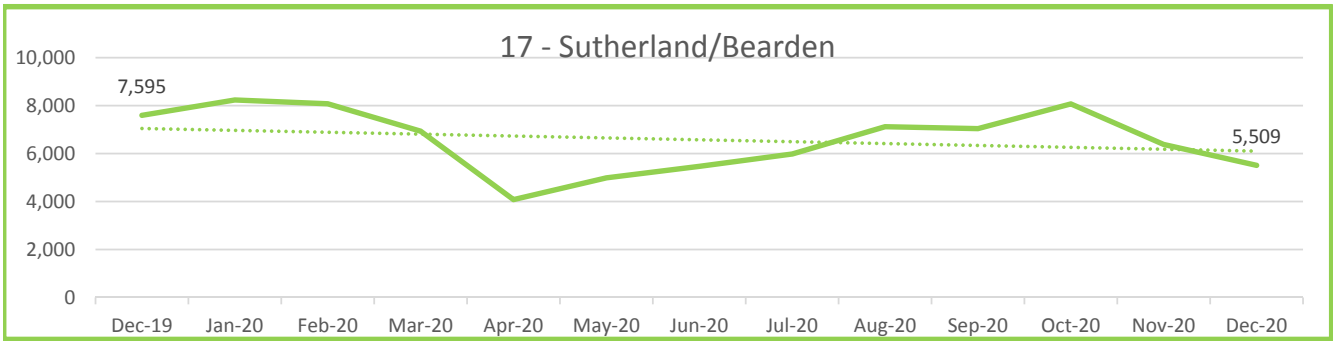
Trolley Ridership

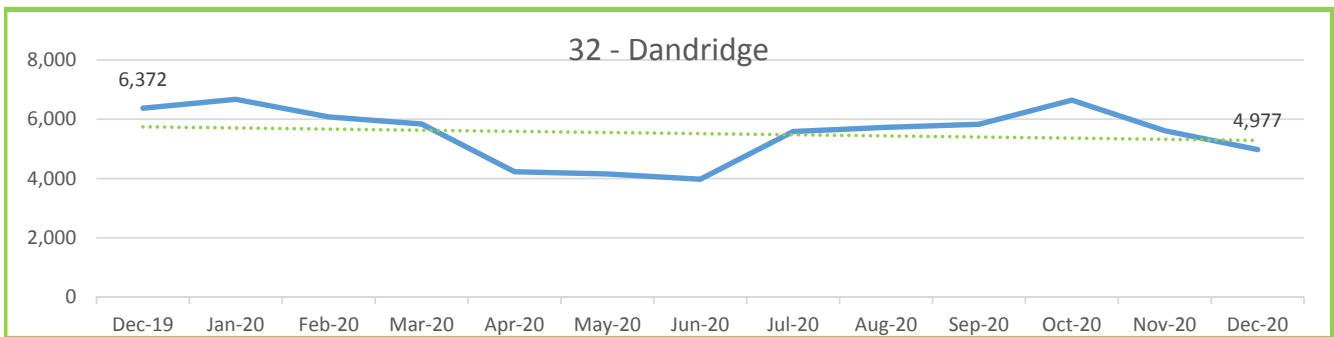
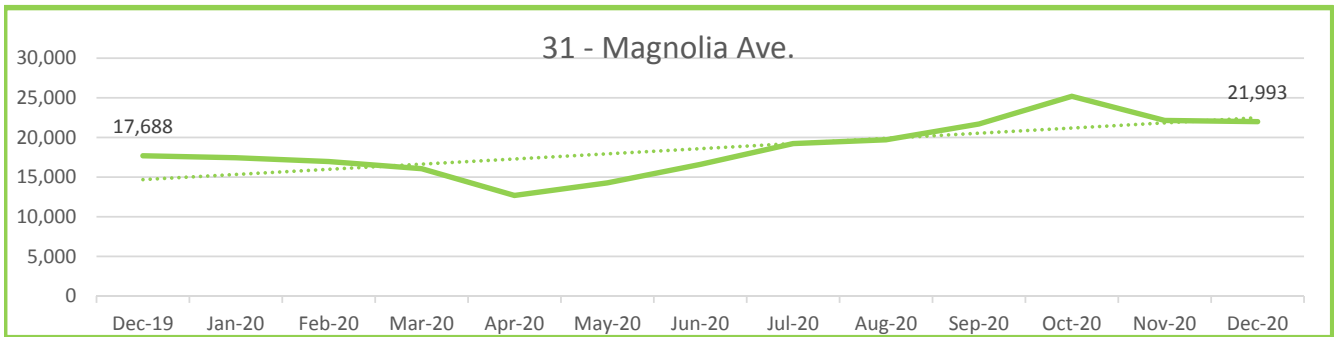
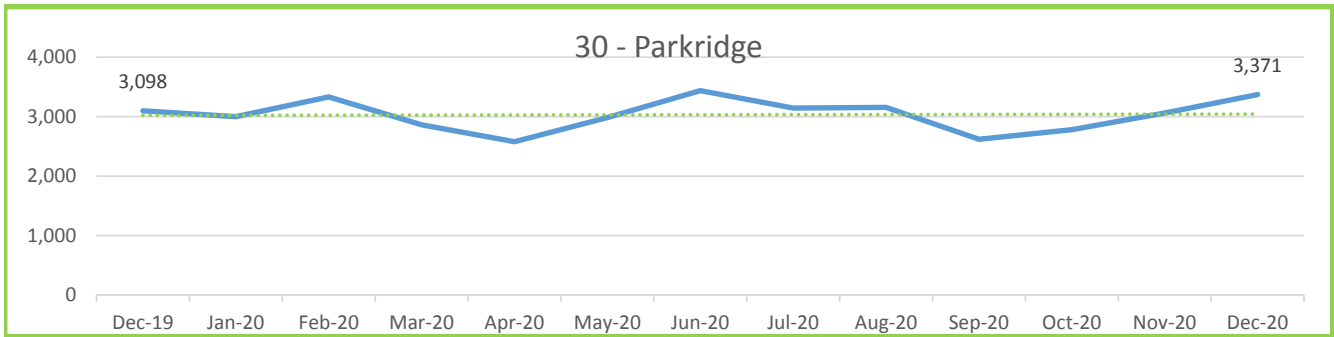
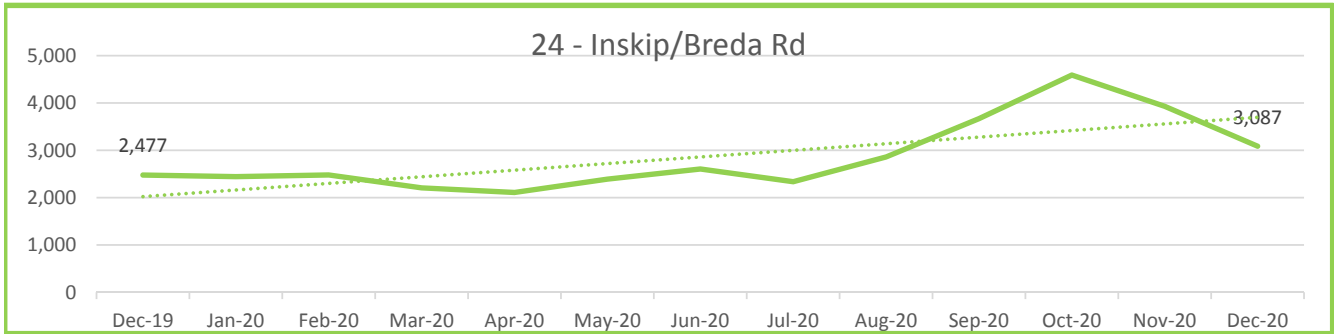
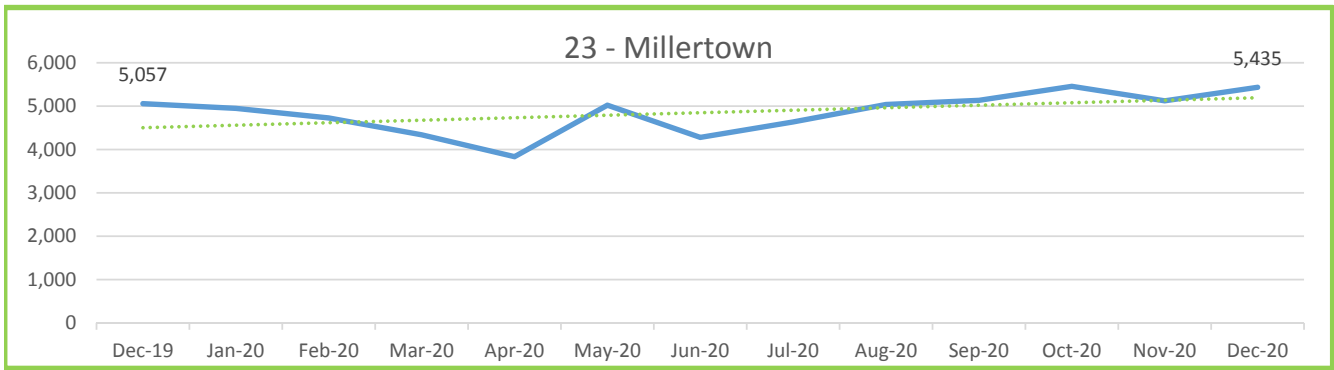


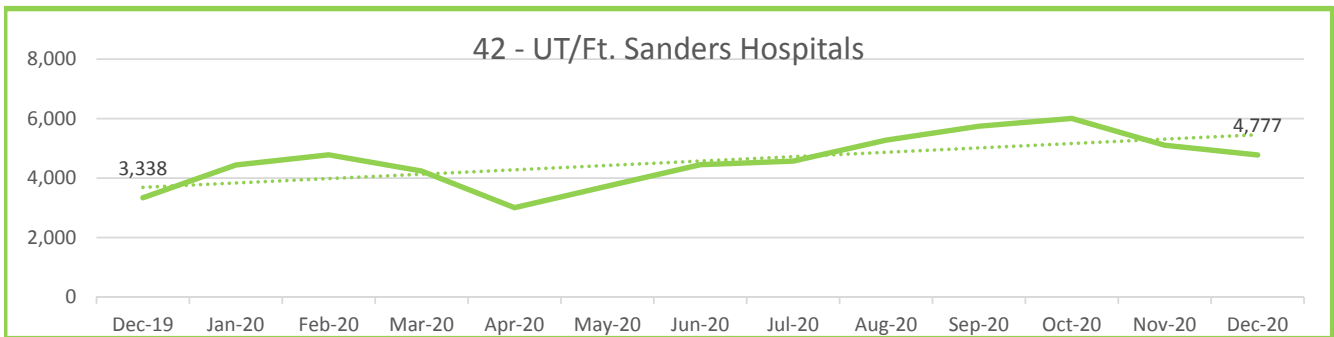
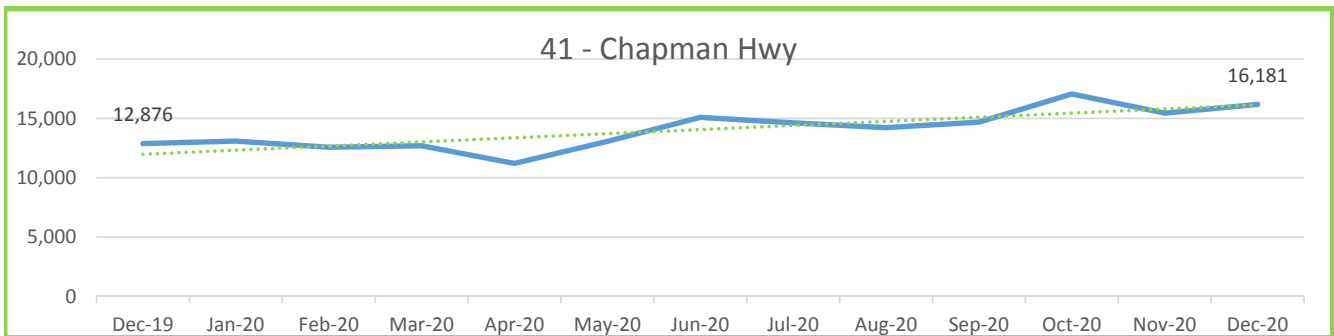
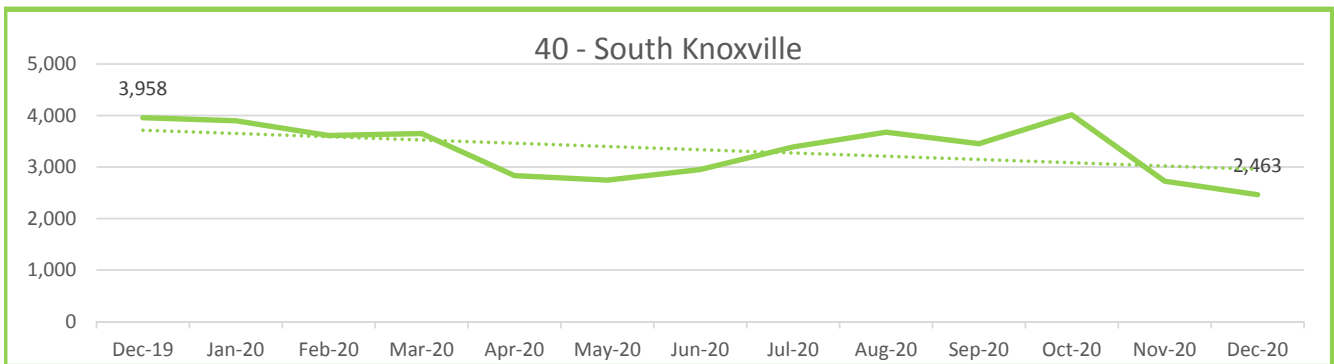
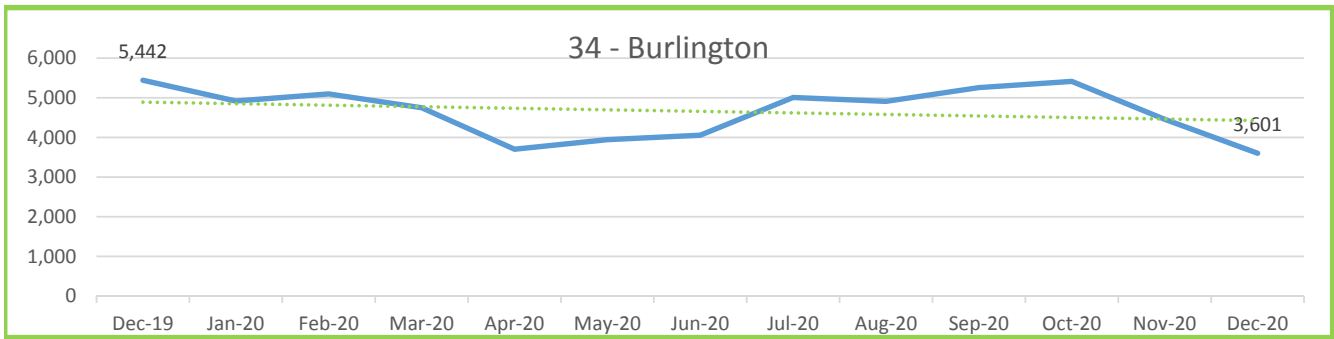
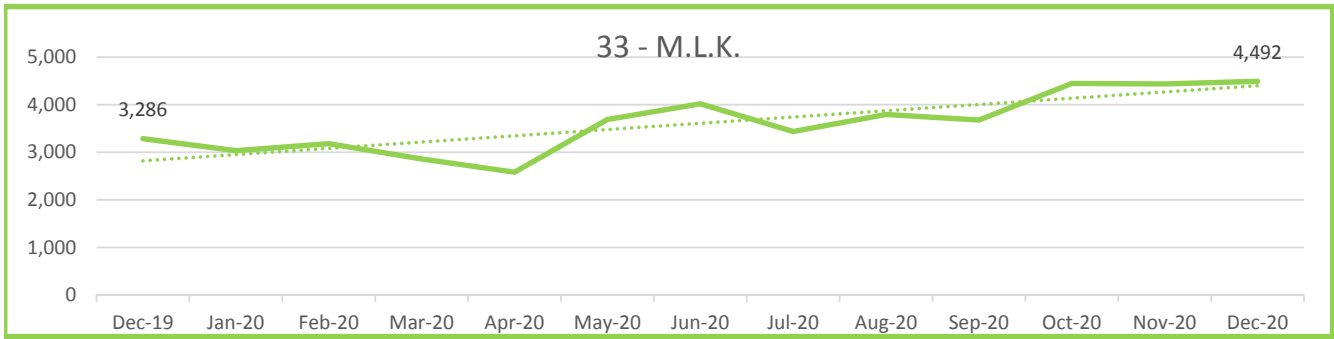
December 2020 System Ridership by Route

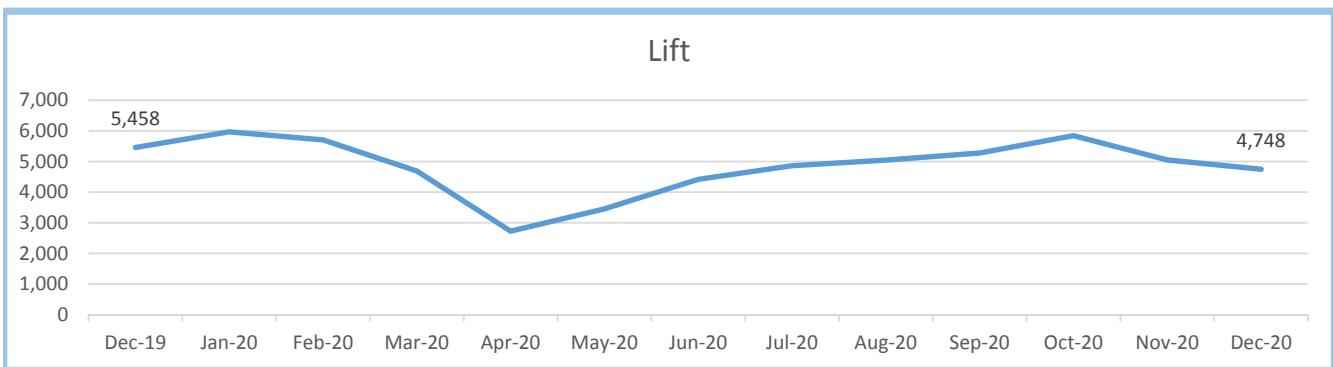
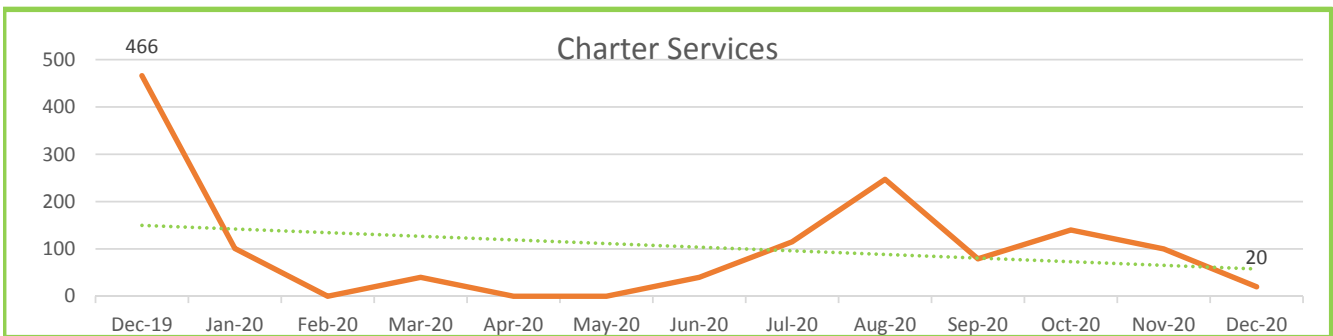
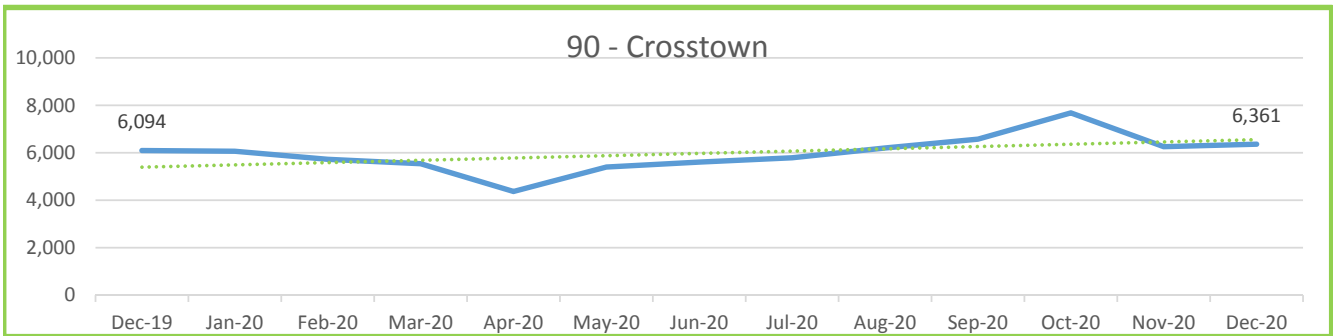
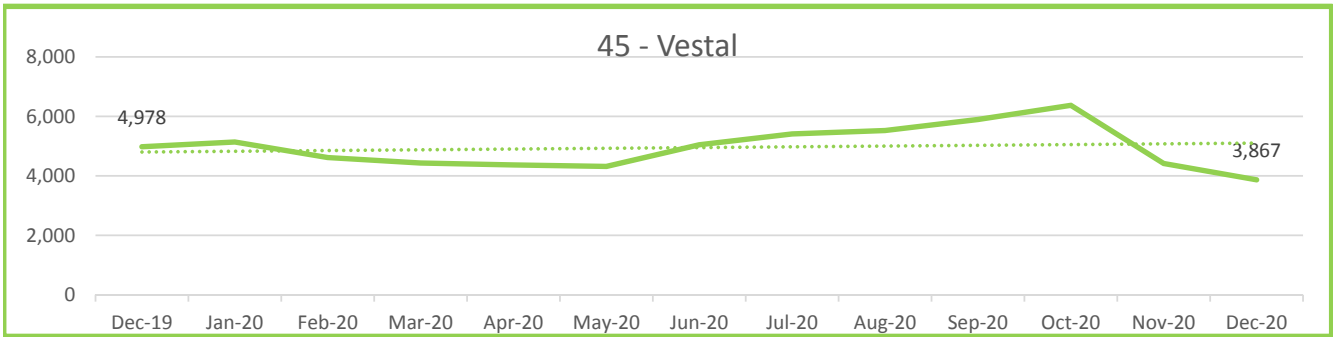
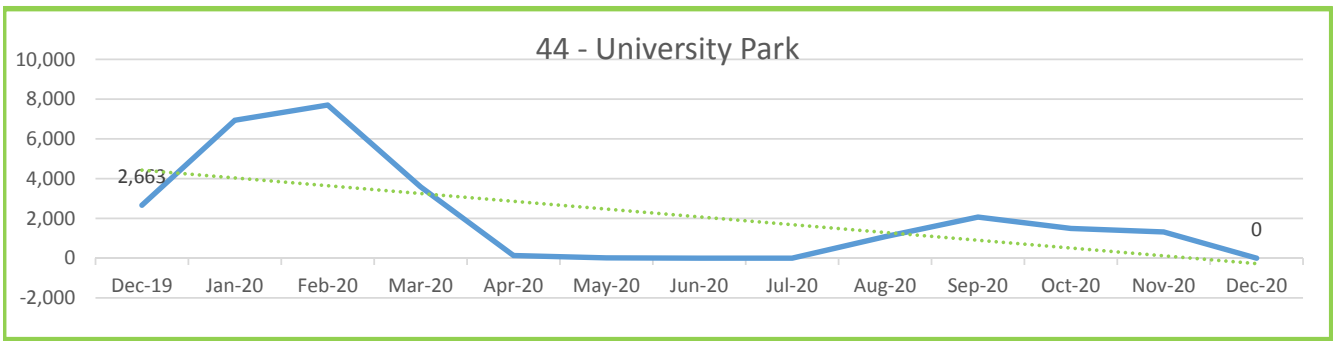














KNOXVILLE AREA TRANSIT

SYSTEM PERFORMANCE REPORT

December, 2020

	<u>THIS MONTH</u>			<u>FISCAL YEAR-TO-DATE</u>		
	This Year	Last Year	Change	This Year	Last Year	Change
FIXED ROUTE SERVICE						
Total Passengers	187,542	209,681	-11%	1,193,723	1,410,257	-15%
System Generated Revenue				\$99,438	\$952,845	-90%
Revenue Veh. Miles	199,431	236,795	-16%	1,368,774	1,462,561	-6%
Revenue Veh. Hours	16,038	18,879	-15%	110,090	116,493	-5%
Passengers/Mile	0.94	0.89	6%	0.87	0.96	-10%
Passengers/Hour	11.69	11.11	5%	10.84	12.11	-10%
Preventable Accidents	2	0	200%	9	4	125%
Mechanical Road Calls	10	16	-38%	133	165	-19%
Accidents/100,000 Miles	1.00	0.00	100%	0.66	0.27	140%
Miles/Road Failure	19,943	14,800	35%	10,292	8,864	16%
DEMAND RESPONSE						
					0	
Total Passengers	4,748	5,458	-13%	30,828	33,981	-9%
System Generated Revenue				\$0	\$83,219	-100%
Revenue Veh. Miles	33,402	37,074	-10%	217,800	220,565	-1%
Revenue Veh. Hours	2,596	2,801	-7%	16,205	17,082	-5%
Passengers/Mile	0.14	0.15	-3%	0.14	0.15	-8%
Passengers/Hour	1.83	1.95	-6%	1.90	1.99	-4%
Preventable Accidents	0	0	0%	1	0	0%
Mechanical Road Calls	0	0	0%	7	18	-61%
Accidents/100,000 Miles	0.00	0.00	0%	0.46	0.00	0%
Miles/Road Failure	0	37,074	-100%	31,114	12,254	154%
CHARTER SERVICE						
					0	
Charters	20	466	-96%	701	1,831	-62%
Sports Charters	0	0	0%	0	34,690	-100%
Total Passengers	20	466	-96%	701	36,521	-98%
Revenue						0%
Football Shuttle Charters				\$0	\$108,526	-100%
Trolley Charters				\$6,125	\$9,500	-36%
Total Miles	12	87	-86%	427	10,165	-96%
Total Hours	3.0	16.8	-82%	73	2,042	-96%



KNOXVILLE AREA TRANSIT

ROUTE PERFORMANCE REPORT

December, 2020

ROUTE NUMBER	ROUTE NAME	RIDERSHIP	Percentage of Ridership	MILES	Percentage of Miles	HOURS	Percentage of Hours	Passg/ Mile	Passg/ Hour
10	Sequoyah Hills	169	0.1%	955	0.5%	96	0.7%	0.18	1.76
11	Kingston Pike	21,753	12.7%	20,494	11.0%	1,717	12.2%	1.06	12.67
12	Western Ave	18,063	10.6%	17,839	9.5%	1,344	9.5%	1.01	13.44
13	Beaumont	1,038	0.6%	3,709	2.0%	270	1.9%	0.28	3.84
16	Cedar Bluff Connector	3,220	1.9%	4,781	2.6%	377	2.7%	0.67	8.55
17	Sutherland/Bearden	5,509	3.2%	6,364	3.4%	490	3.5%	0.87	11.23
19	Lakeshore/Lonas Connector	498	0.3%	4,790	2.6%	282	2.0%	0.10	1.77
20	Central Ave/Clinton Hwy	9,701	5.7%	9,488	5.1%	586	4.1%	1.02	16.56
21	Lincoln Park	2,713	1.6%	4,493	2.4%	353	2.5%	0.60	7.69
22	Broadway	27,545	16.1%	15,318	8.2%	1,137	8.0%	1.80	24.23
23	Millertown	5,435	3.2%	8,257	4.4%	724	5.1%	0.66	7.51
24	Inskip/Breda Rd	3,087	1.8%	6,359	3.4%	460	3.3%	0.49	6.72
30	Parkridge	3,371	2.0%	3,351	1.8%	264	1.9%	1.01	12.79
31	Magnolia Ave.	21,993	12.9%	9,714	5.2%	817	5.8%	2.26	26.91
32	Dandridge	4,977	2.9%	5,493	2.9%	352	2.5%	0.91	14.12
33	M.L.K.	4,492	2.6%	7,945	4.3%	645	4.6%	0.57	6.96
34	Burlington	3,601	2.1%	6,861	3.7%	469	3.3%	0.52	7.68
40	South Knoxville	2,463	1.4%	6,691	3.6%	474	3.4%	0.37	5.19
41	Chapman Hwy	16,181	9.5%	14,082	7.5%	862	6.1%	1.15	18.78
42	UT/Ft Sanders Hospitals	4,777	2.8%	6,324	3.4%	789	5.6%	0.76	6.05
43	University Heights	0	0.0%	0	0.0%	0	0.0%	0.00	0.00
44	University Park	0	0.0%	1,008	0.5%	116	0.8%	0.00	0.00
45	Vestal	3,867	2.3%	5,887	3.2%	411	2.9%	0.66	9.41
90	Crosstown	6,361	3.7%	16,606	8.9%	1,096	7.8%	0.38	5.81
	Other/ Unknown	0							

SUB TOTAL LINE SERVICE		170,814		186,809		14,131		0.91	12.09
82	Trolley (Orange Line)	3,581	21.4%	6,222	49.3%	991	52.0%	0.58	3.61
84	Trolley (Green Line)	3,705	22.1%	1,911	15.1%	327	17.1%	1.94	11.34
86	Trolley (Blue Line)	9,442	56.4%	4,490	35.6%	589	30.9%	2.10	16.04

SUB TOTAL TROLLEY SERVICES		16,728		12,622		1,907		1.33	8.77
TOTAL PASSENGERS WITH TROLLEYS		187,542		199,431		16,038		0.94	11.69

LIFT SERVICE		4,748		33,402		2,596		0.14	1.83
TOTAL SCHEDULED SERVICES		192,290		232,833		18,634		0.83	10.32
TOTAL CHARTER SERVICES		20		12		3		1.67	6.67
GRAND TOTAL ALL KAT SERVICES		192,310		232,845		18,637		0.83	10.32

City of Knoxville
Schedule of Revenues & Expenses Compared to Budget
December, 2020

	Current Year:					Prior Year:	
	Original Budget	Current Budget	Actual	Variance		Actual - Prior Year	Variance
Revenue							
Charges for Service							
Farebox & Pass Revenue	\$ 980,000	\$ 980,000	\$ -	\$ (980,000)	0.00%	\$ 476,820	\$ (476,820)
Ticket Sales	761,000	761,000	12,400	(748,600)	1.63%	403,997	(391,597)
Miscellaneous Subsidies - KAT	131,890	131,890	70,728	(61,162)	53.63%	131,890	(61,162)
Football Shuttle	128,000	128,000	-	(128,000)	0.00%	108,526	(108,526)
Charter Fees	27,400	27,400	6,425	(20,975)	23.45%	9,500	(3,075)
UT Trolley Subsidy	88,150	88,150	22,038	(66,112)	25.00%	22,038	-
Miscellaneous Revenue	4,000	4,000	3,232	(768)	80.80%	7,124	(3,892)
Total Operating Revenue	<u>2,120,440</u>	<u>2,120,440</u>	<u>114,823</u>	<u>(2,005,617)</u>	5.42%	<u>1,159,895</u>	<u>(1,045,072)</u>
Non-Operating Revenues							
Federal Grants	-	-	4,379,104	4,379,104	-	-	4,379,104
State Contribution	3,330,800	3,330,800	1,665,402	(1,665,398)	50.00%	1,665,402	-
Transit Grant Revenues	4,931,160	4,931,160	1,866,756	(3,064,404)	37.86%	1,945,270	(78,514)
General Fund Transfer	12,978,720	12,978,720	2,937,824	(10,040,896)	22.64%	6,293,970	(3,356,146)
Total Non-Operating Revenues	<u>21,240,680</u>	<u>21,240,680</u>	<u>10,849,086</u>	<u>(10,391,594)</u>	51.08%	<u>9,904,642</u>	<u>944,444</u>
Total Revenue	<u>\$ 23,361,120</u>	<u>\$ 23,361,120</u>	<u>\$ 10,963,909</u>	<u>\$ (12,397,211)</u>	46.93%	<u>\$ 11,064,537</u>	<u>\$ (100,628)</u>
Expenditures							
Personal Services							
Wages, Taxes & Retirement Contributions	\$ 14,082,170	\$ 13,932,170	\$ 6,757,080	\$ 7,175,090	48.50%	\$ 6,126,673	\$ 630,407
Employee Group Insurance/Benefits	4,111,030	4,111,030	2,234,883	1,876,147	54.36%	2,809,675	(574,792)
Total Personal Services	<u>18,193,200</u>	<u>18,043,200</u>	<u>8,991,963</u>	<u>9,051,237</u>	49.84%	<u>8,936,348</u>	<u>55,615</u>
Administrative Expenses							
Supplies	373,660	561,140	312,598	248,542	55.71%	130,648	181,950
Services	2,150,240	2,109,540	1,020,480	1,089,060	48.37%	1,092,893	(72,413)
Total Administrative Expenses	<u>2,523,900</u>	<u>2,670,680</u>	<u>1,333,078</u>	<u>1,337,602</u>	49.92%	<u>1,223,541</u>	<u>109,537</u>
Fleet Expenses							
Fleet Supplies	500	500	-	500	0.00%	250	(250)
Parts	400,000	400,000	76,723	323,277	19.18%	368,312	(291,589)
Fuel/Oil/Fluids	2,243,520	2,246,740	562,145	1,684,595	25.02%	859,651	(297,506)
Total Administrative Expenses	<u>2,644,020</u>	<u>2,647,240</u>	<u>638,868</u>	<u>2,008,372</u>	24.13%	<u>1,228,213</u>	<u>(589,345)</u>
Total Expenditures	<u>\$ 23,361,120</u>	<u>\$ 23,361,120</u>	<u>\$ 10,963,909</u>	<u>\$ 12,397,211</u>	46.93%	<u>\$ 11,388,102</u>	<u>\$ (424,193)</u>
Excess (Deficiency) of Revenues Over Expenses			<u>\$ -</u>			<u>\$ (323,565)</u>	<u>\$ 323,565</u>