

Knoxville Transportation Authority

Meeting Date: Thursday, June 24, 2021



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INDYA KINCANNON
MAYOR
(865)215-2040



CITY OF KNOXVILLE
KNOXVILLE TRANSPORTATION AUTHORITY

AGENDA
KNOXVILLE TRANSPORTATION AUTHORITY
City-County Building Small Conference Room

Thursday, June 24, 2021 at 3:00 pm

- I. Determination of Quorum
- II. Approval of Minutes – April 22, May 27, 2021
- 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
 - i. FTA-Required Title VI Analysis Review
 - ii. Northeast Transfer Point adjustment and associated route changes
- V. Old Business
- VI. Public Comments
- VII. Set Next Meeting for July 22, 2021 and Adjourn

CHRIS CROUCH
CHAIR

JIM RICHARDS
VICE-CHAIR

RHONDA THOMPSON
RECORDING SECRETARY

SANDY BOOHER
LILIANA BURBANO BONILLA
MARK HAIRR
DOUGLAS LAWYER
ASHLEY OSBORNE
AMELIA PARKER
KIMBERLY WATKINS
JOHN LAWHORN
ATTORNEY TO K.T.A.

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 at City-County Building Small Conference Room
Thursday, May 27, 2021 at 3:00 pm

I. Determination of Quorum

Chair Crouch called the meeting to order and acknowledged there was not a quorum since only three Commissioners were present. In addition to the Chair, commissioners present included: Commissioner Mark Hairr and Commissioner Jim Richards.

II. Approval of Minutes- April, 2021

The approval of the April 2021 Minutes will be conducted at the June 2021 KTA Board meeting since this meeting did not have a quorum.

III. Reports

A. KTA Chair

Chair Crouch thanked everyone for making the Zoom meetings possible over the past year and is happy to now be back in person for meetings.

B. Commissioner's Comments

There were no Commissioner comments.

C. Staff

i. City of Knoxville Director of Transit

Director Isaac Thorne stated that there has been a healthy increase of ridership at almost 17% on fixed routes, trolley ridership increased 119% and LIFT ridership increased 127% for April 2021. He added that he believes this increase in ridership is due to the increased number of individuals getting vaccinated and employees returning to work.

Mr. Thorne stated that KAT is set to receive their first electric bus next week and the remaining 11 will be delivered over the next several weeks. He said that it will be a few months before these buses are in full revenue service. Employees have to be trained in the Service and Maintenance Departments before they can be put in service. He added that it is probably safe to say that these buses will start being seen around town in November or December of this year.

The recommendation for the ITS Technology procurement will go before counsel next Tuesday. The approval would allow KAT to add many great features that would benefit the customers and also increase KAT's operating efficiency. He added that a few key features of the contract would be: upgraded vehicle location system and automated voice announcements in the bus, automatic passenger counters and video displays on buses and at Knoxville Transit Station, provide a new real time bus tracking app, and will greatly expand KAT's payment options for customers through a mobile ticketing application. This will greatly improve the overall customer experience.

Mr. Thorne stated that new bus stop signage has been installed on routes 10, 11, 20, 31, 41, and 44. Routes 21, 30 and 40 should be completed by the end of next week, if not the first week of June.

Mr. Thorne stated that KAT is being very intentional in focusing on the hiring process and it has been an agency wide focus. He added that in the month of May, KAT added five new employees who are close to completing training along with six new hires, and over 30 applicants who have been extended an offer of employment and are in various stages of the employment onboarding process. He also stated that KAT plans to continue to refine the hiring process and all really want to get back to full service.

Chair Crouch asked if there are any capacity limitations right now on KAT buses. Mr. Thorne stated that per CDC requirements, there are no capacity requirements at this time but everyone is still required to wear masks. Chair Crouch also asked where KAT is with numbers of current employees. Mr. Thorne responded that currently KAT is at around 185 employees and is actively working to get that number to 200.

Director of Finance, Jacob Wright stated that the financial report includes data through the end of April which marks 83% of the fiscal year which has passed. He added that the total for expenditures is \$17,544,000 which marks 75% of KAT's budget for expenses. Mr. Wright stated that due to the Covid relief dollars from the city, the budget is showing no difference between revenues and expenses.

ii. TPO Transit Planner

Doug Burton stated that he reached out to CAC about providing a presentation at the next KTA Board meeting and they plan on doing that for June.

IV. New Business

There was no new business.

V. Old Business

There was no old business

VI. Public Comment

There were no public comments.

VII. Set Next Meeting and Adjourn

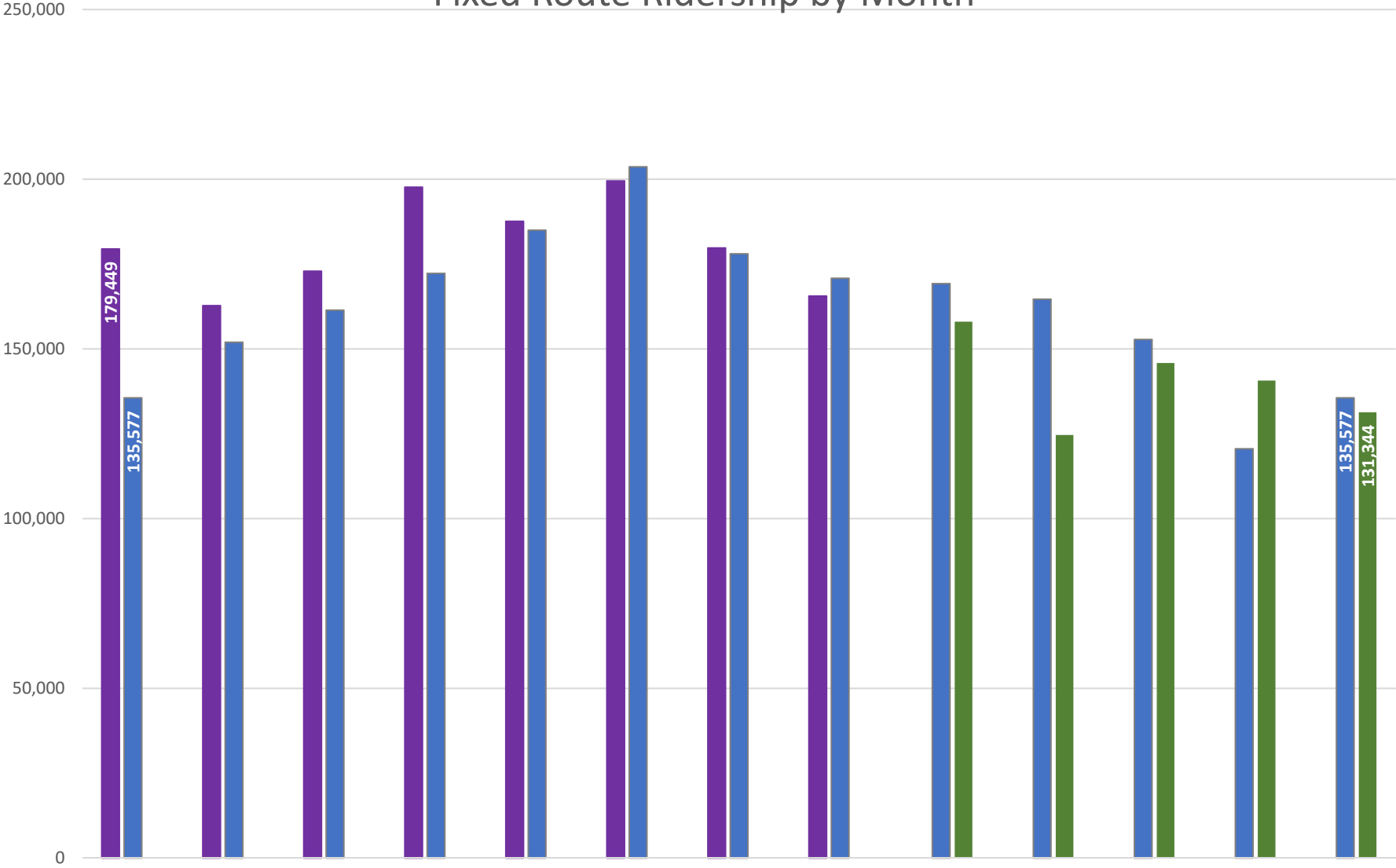
The next meeting was set for June 24, 2021 at 3:00 p.m. in the Small Conference Room at the City-County building.

Respectfully submitted,



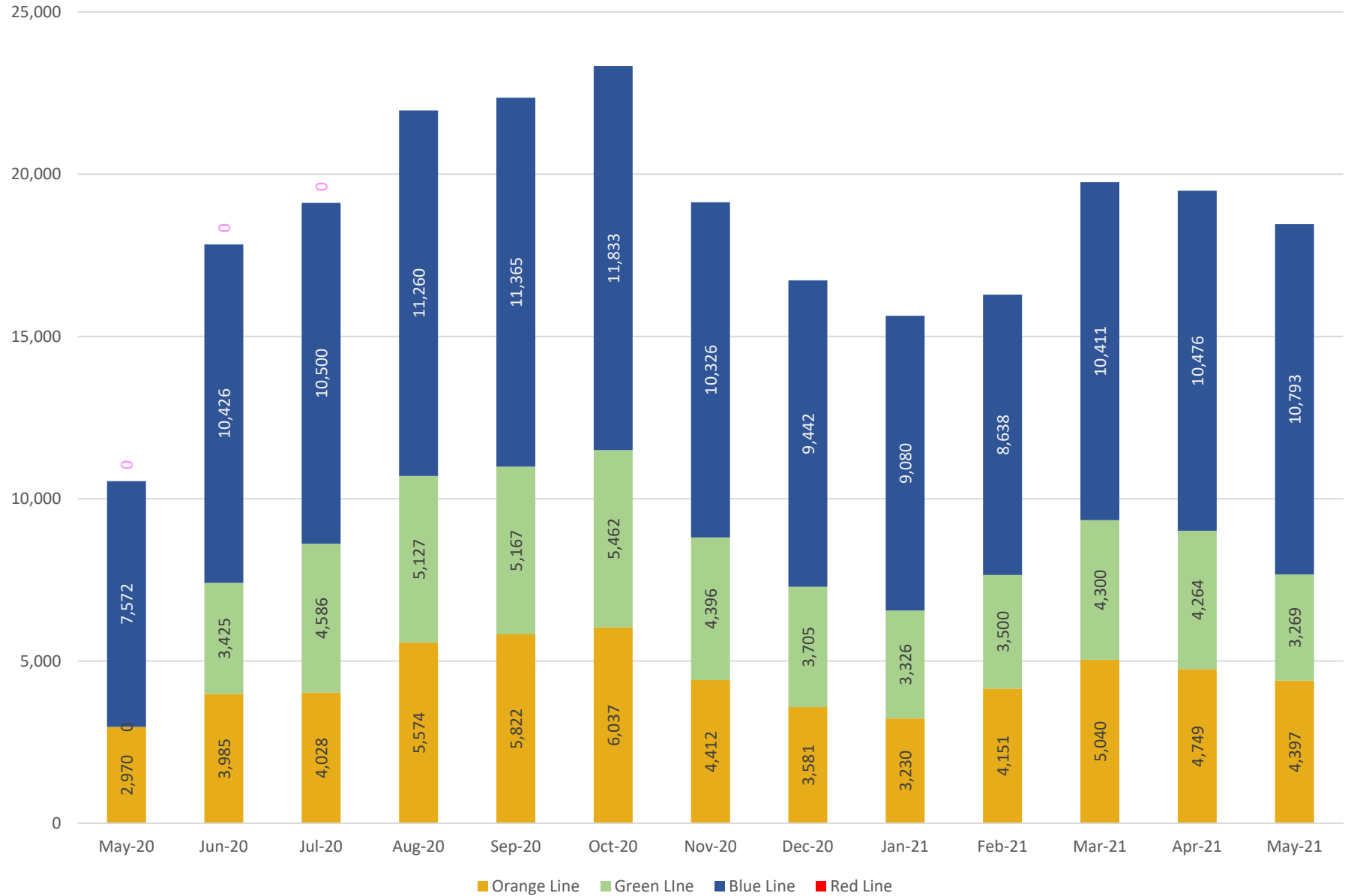
Rhonda Thompson
KTA Recording Secretary

Fixed Route Ridership by Month

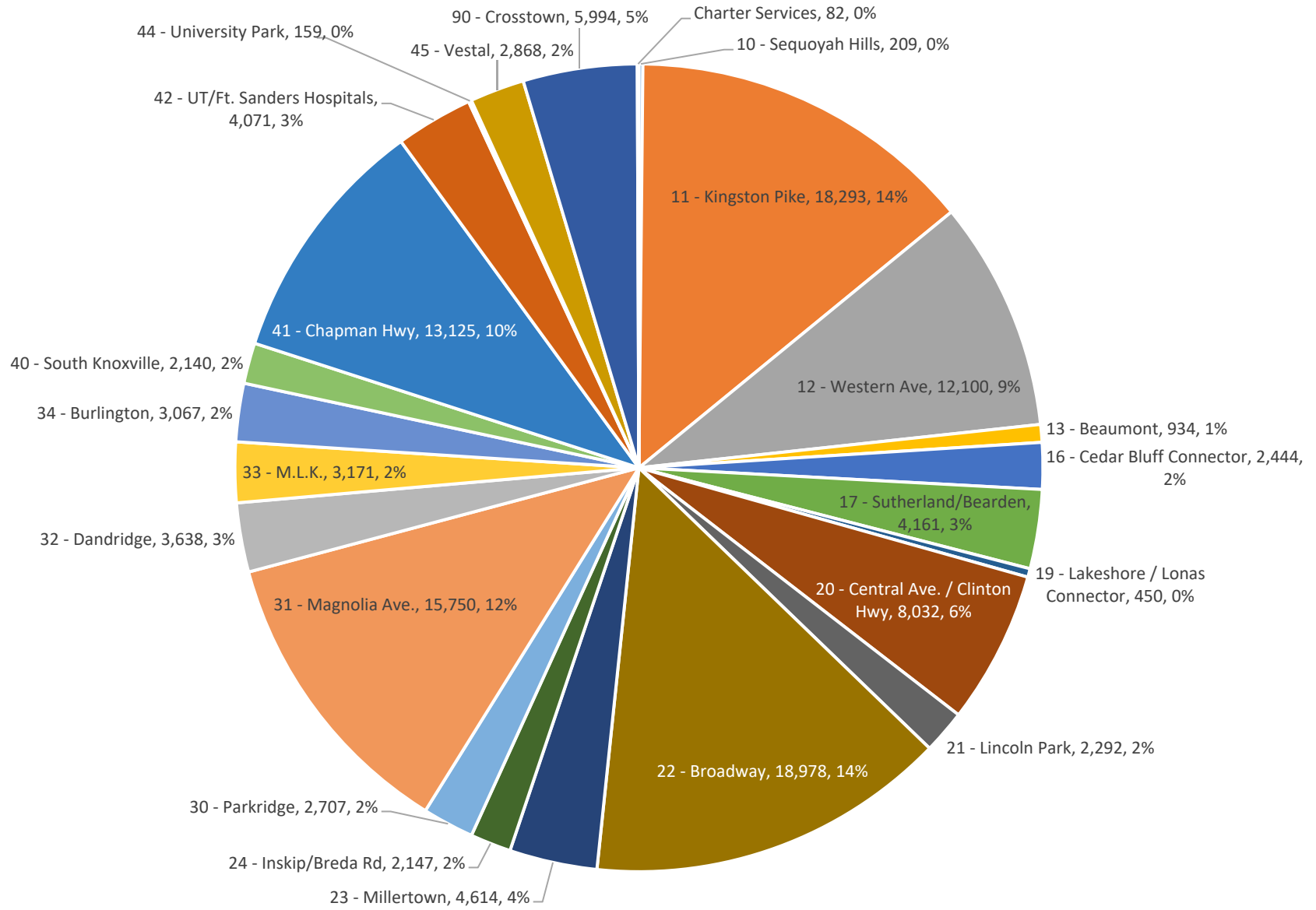


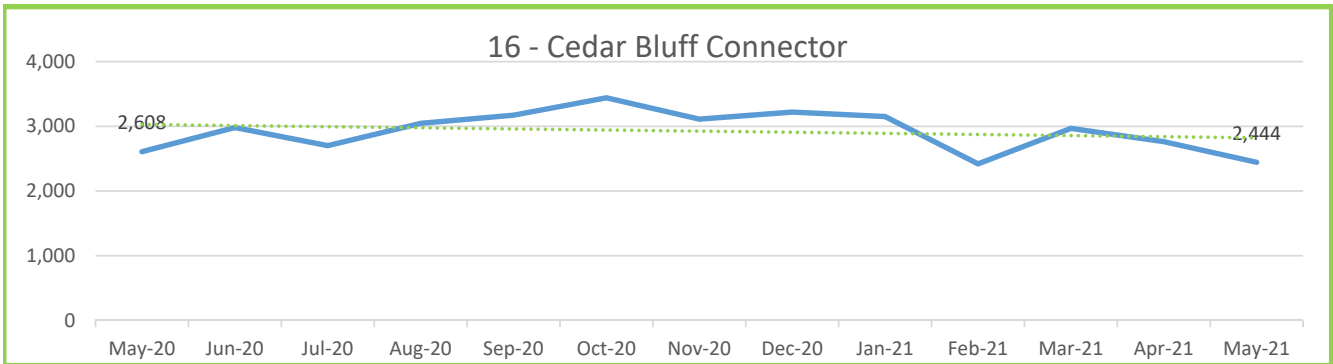
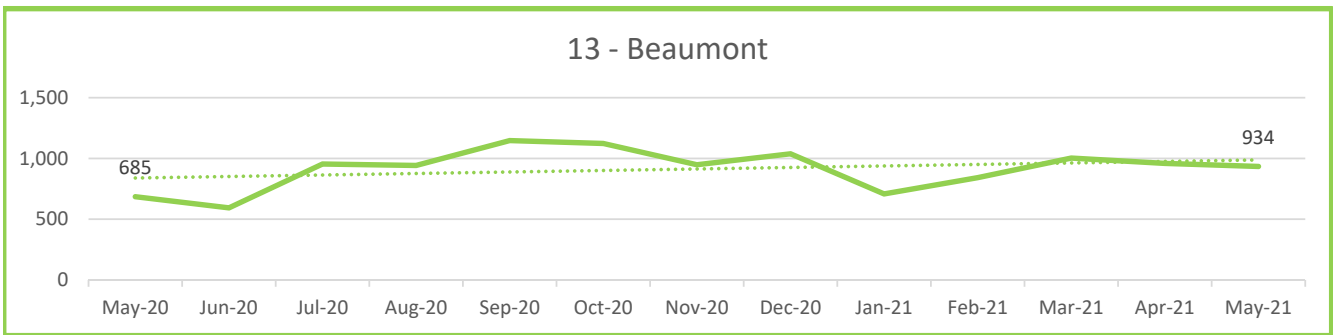
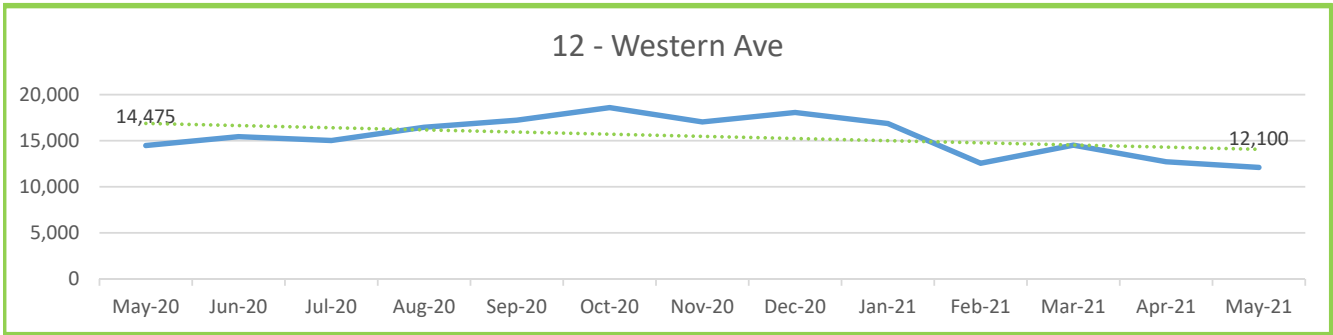
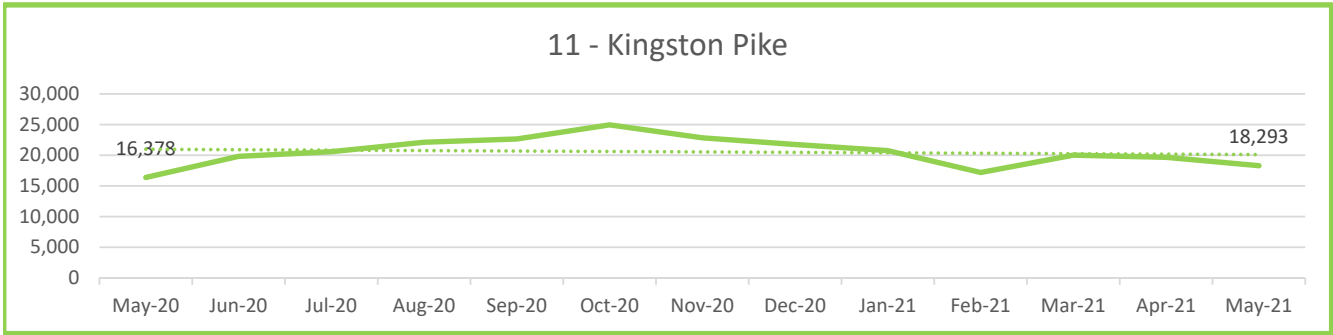
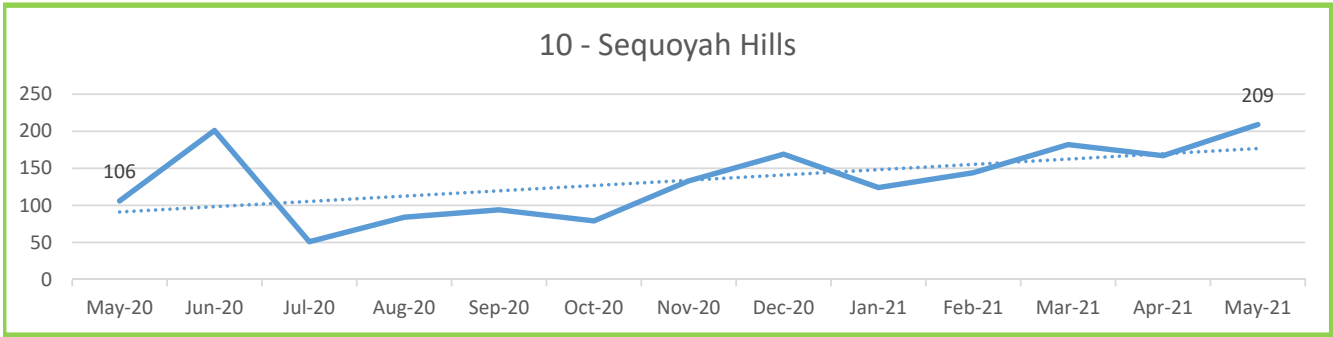
■ 2019 ■ 2020 ■ 2021

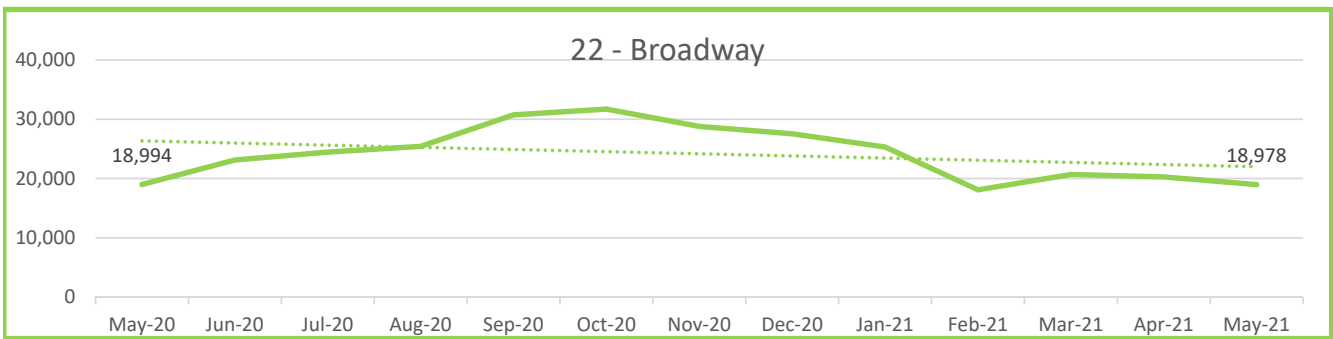
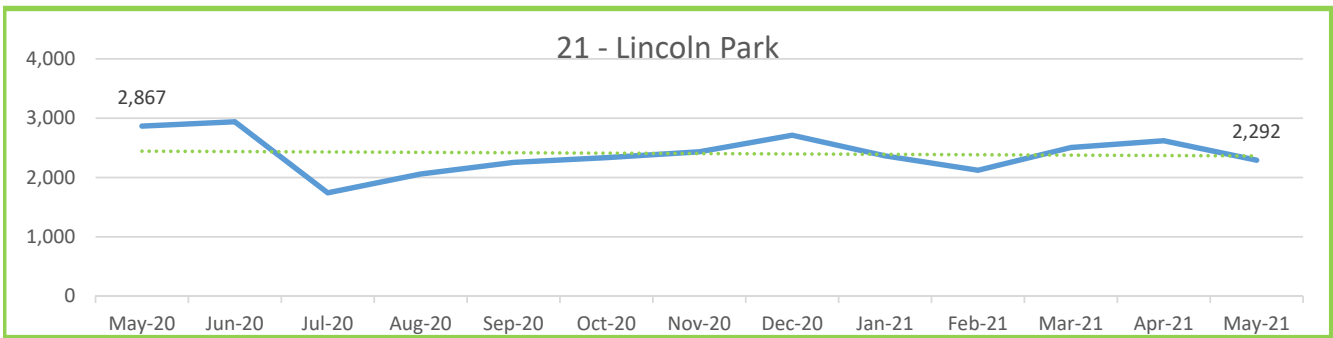
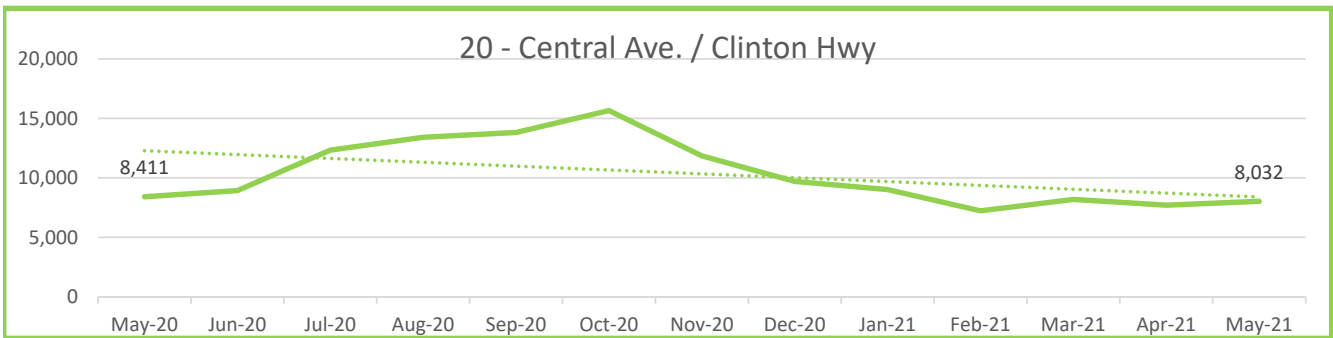
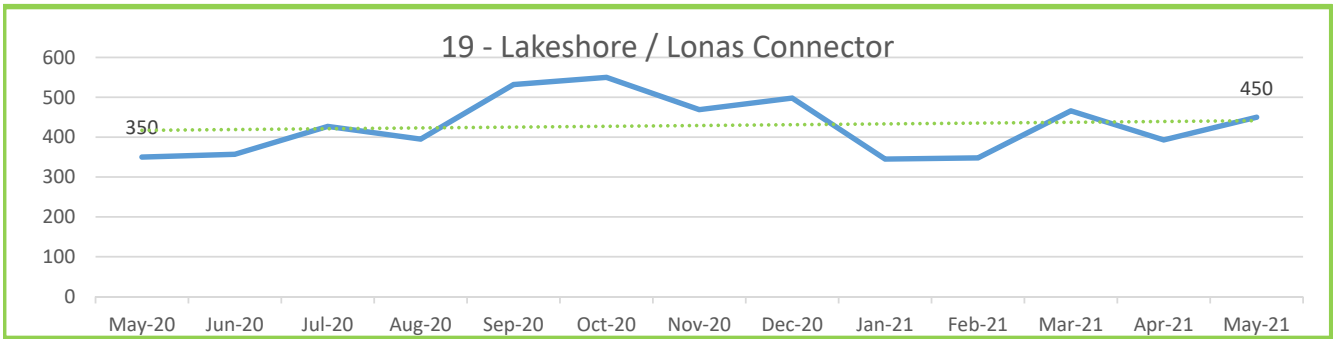
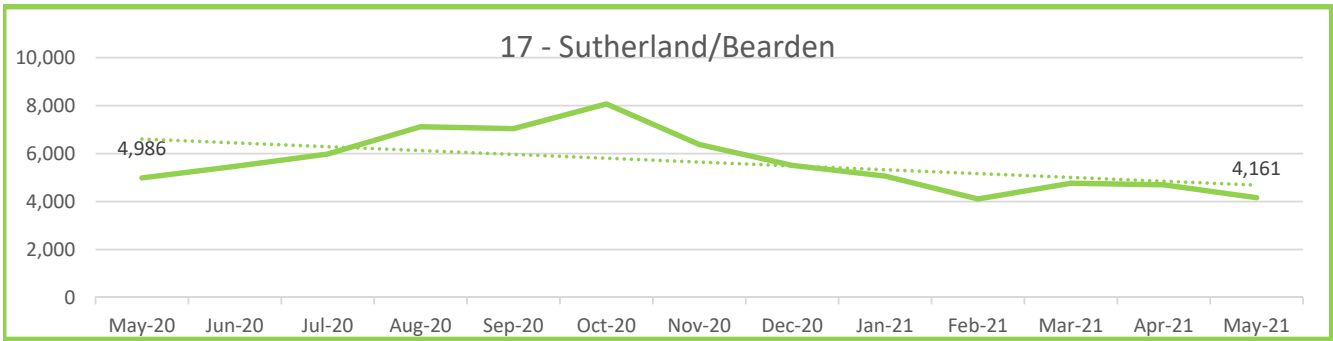
Trolley Ridership

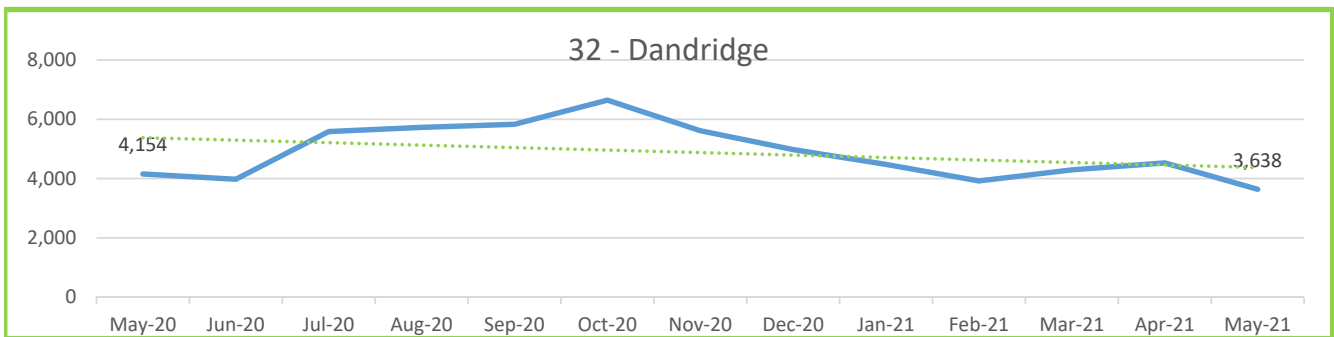
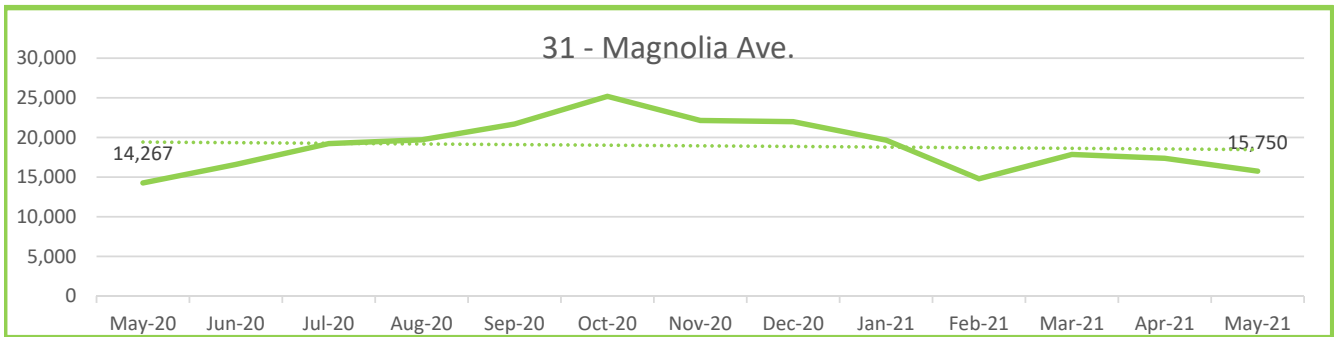
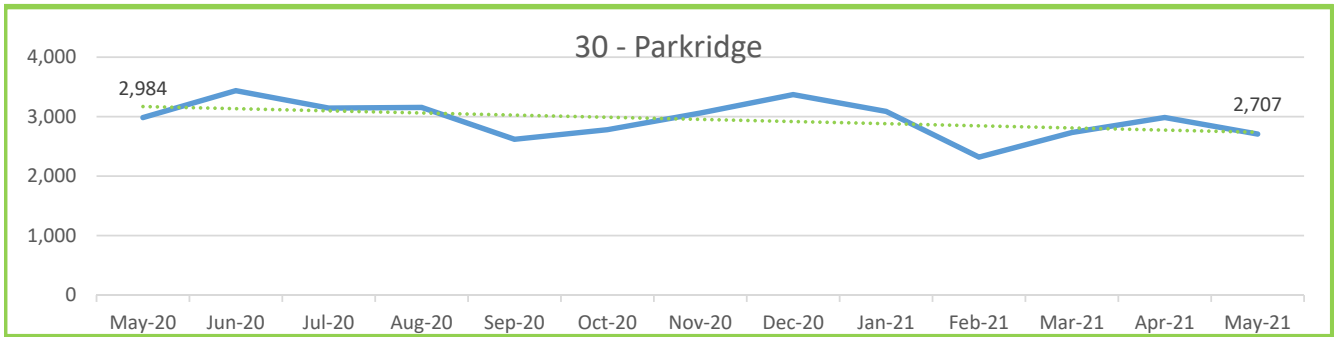
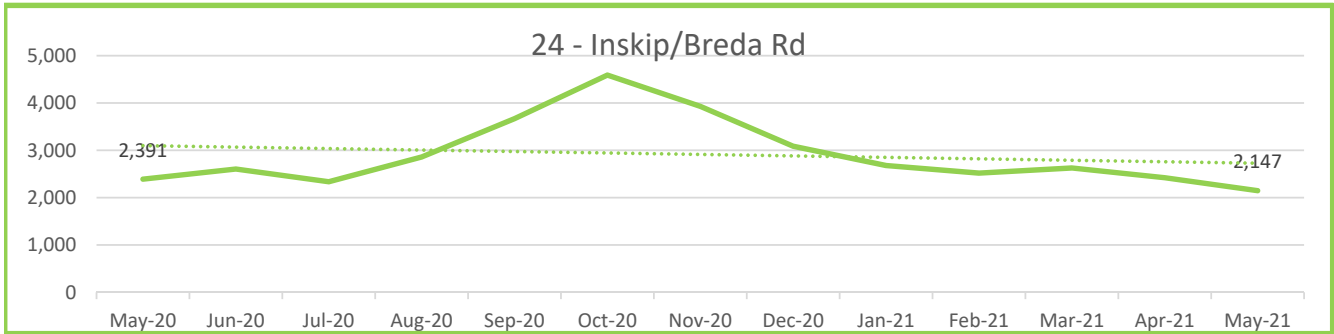
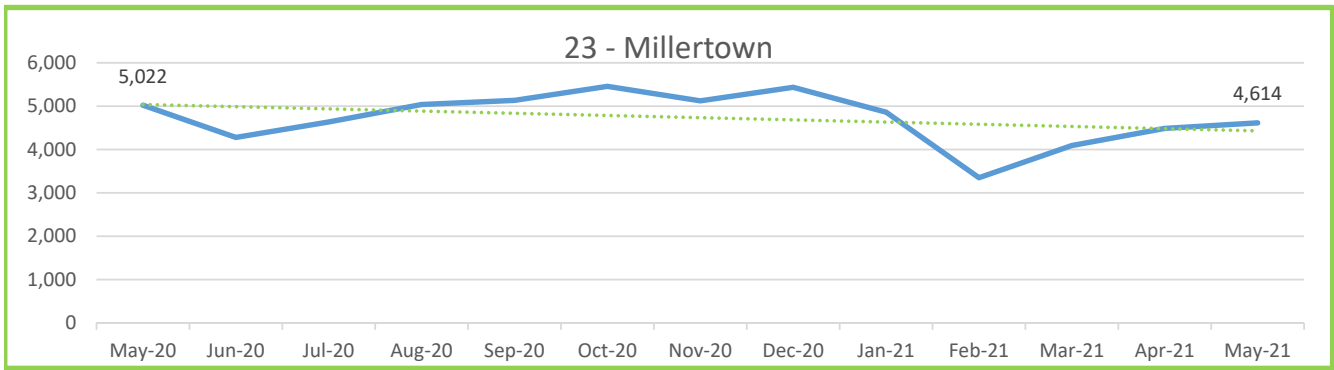


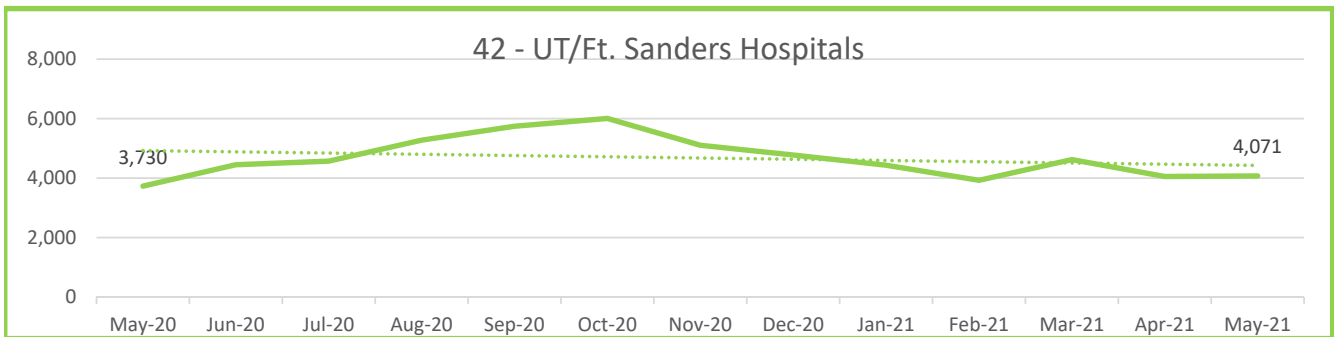
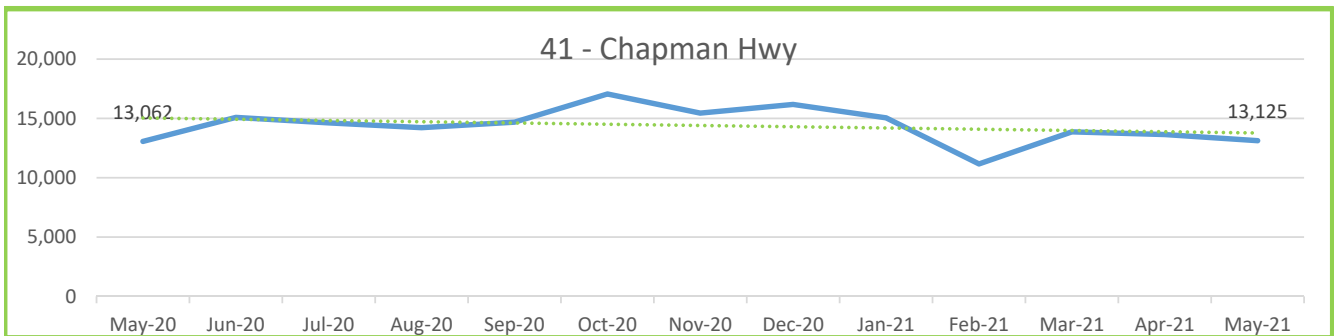
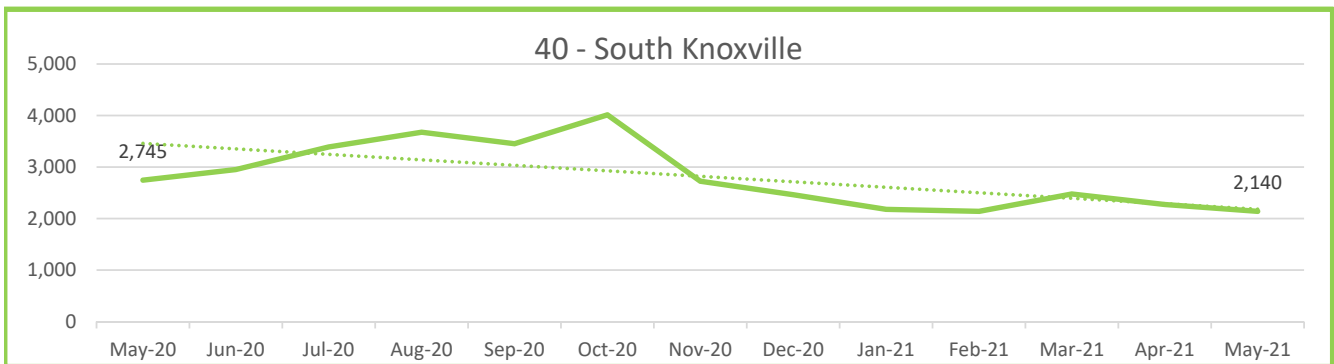
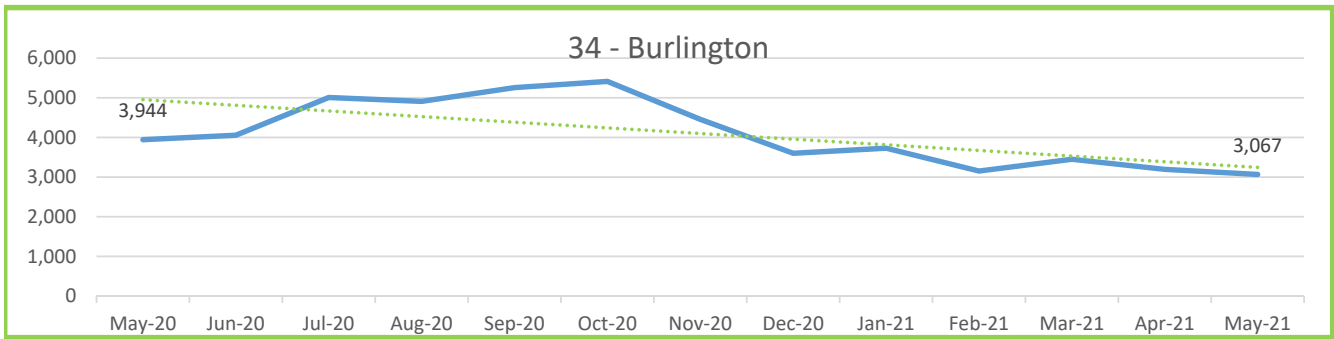
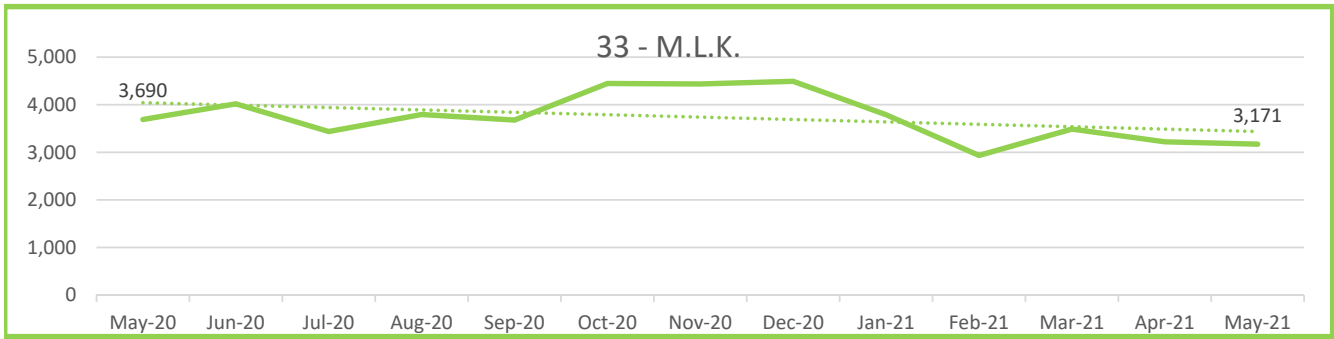
May 2021 System Ridership by Route

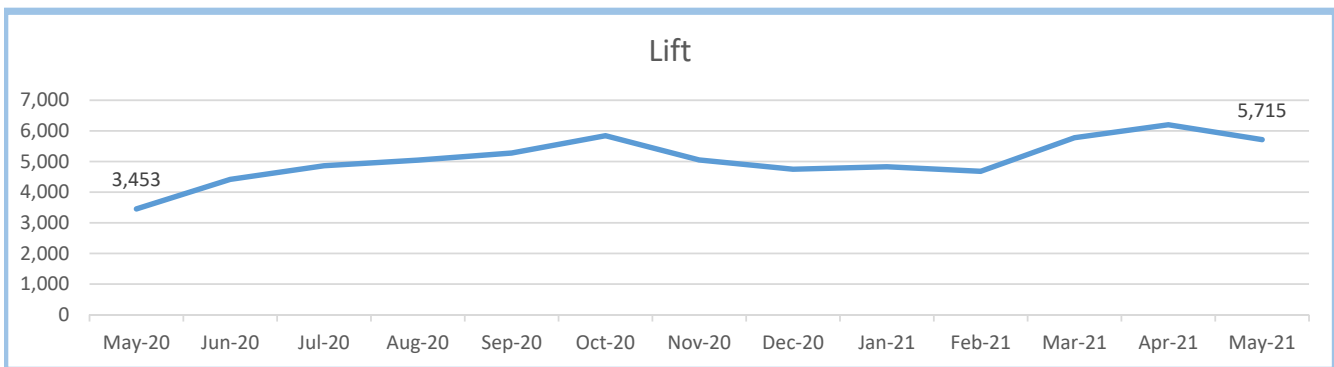
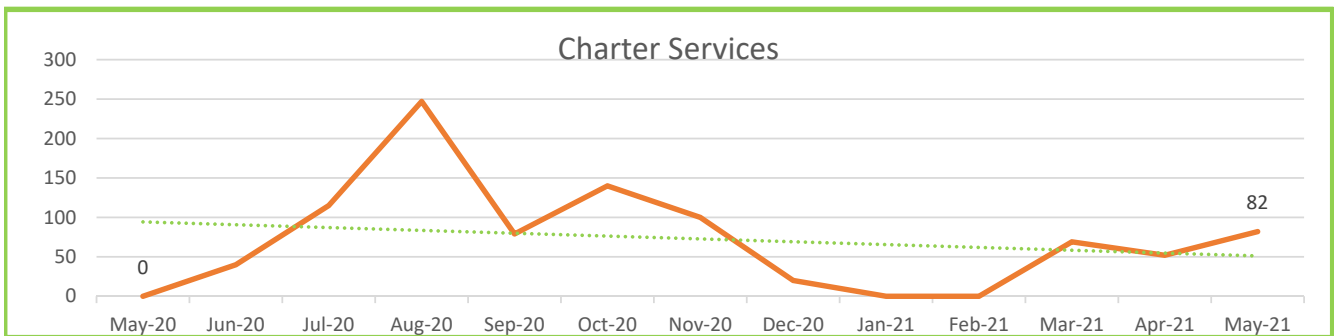
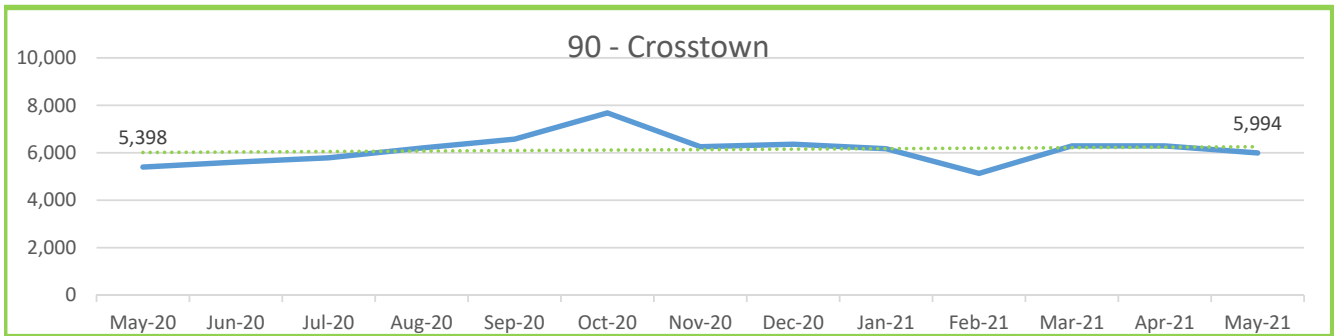
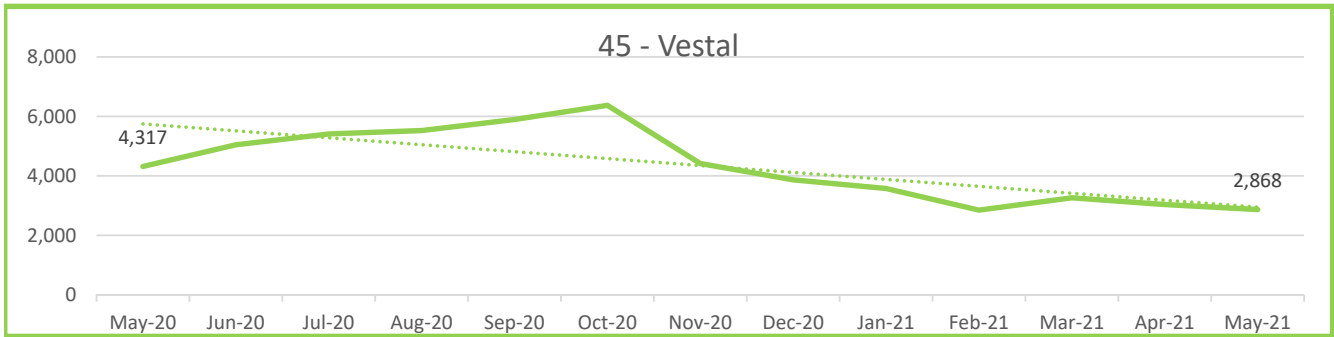
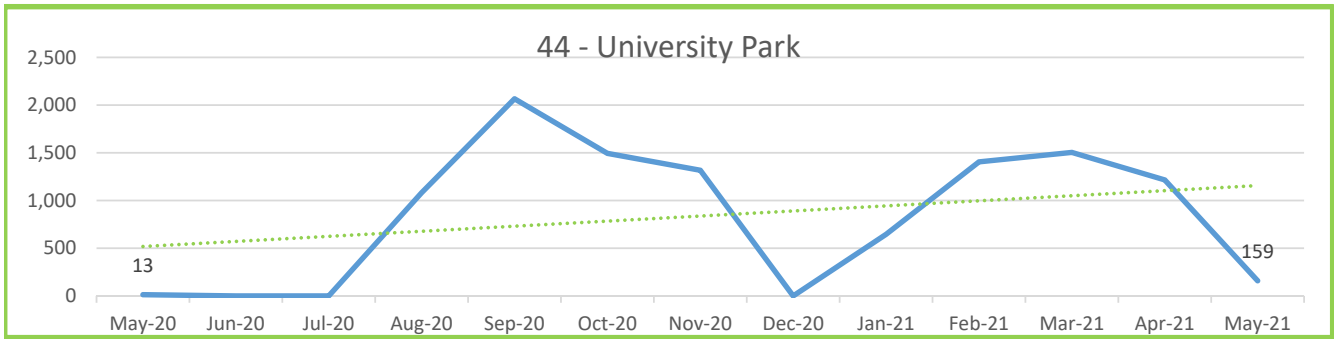














KNOXVILLE AREA TRANSIT
SYSTEM PERFORMANCE REPORT
 May, 2021

| | <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 | 149,803 | 146,119 | 3% | 1,983,917 | 2,300,564 | -14% |
| System Generated Revenue | | | | \$389,154 | \$1,370,410 | -72% |
| Revenue Veh. Miles | 198,296 | 203,740 | -3% | 2,342,702 | 2,623,661 | -11% |
| Revenue Veh. Hours | 16,017 | 16,227 | -1% | 188,776 | 210,387 | -10% |
| Passengers/Mile | 0.76 | 0.72 | 5% | 0.85 | 0.88 | -3% |
| Passengers/Hour | 9.35 | 9.00 | 4% | 10.51 | 10.93 | -4% |
| Preventable Accidents | 1 | 0 | 100% | 11 | 7 | 57% |
| Mechanical Road Calls | 12 | 13 | -8% | 205 | 248 | -17% |
| Accidents/100,000 Miles | 0.50 | 0.00 | 50% | 0.47 | 0.27 | 76% |
| Miles/Road Failure | 16,525 | 15,672 | 5% | 11,428 | 10,579 | 8% |
| DEMAND RESPONSE | | | | | | |
| | | | | 0 | | |
| Total Passengers | 5,715 | 3,453 | 66% | 58,030 | 56,523 | 3% |
| System Generated Revenue | | | | \$36,851 | \$124,862 | -70% |
| Revenue Veh. Miles | 33,096 | 27,658 | 20% | 398,951 | 379,103 | 5% |
| Revenue Veh. Hours | 2,826 | 2,166 | 30% | 30,065 | 29,390 | 2% |
| Passengers/Mile | 0.17 | 0.12 | 38% | 0.15 | 0.15 | -2% |
| Passengers/Hour | 2.02 | 1.59 | 27% | 1.93 | 1.92 | 0% |
| Preventable Accidents | 0 | 1 | -100% | 2 | 1 | 100% |
| Mechanical Road Calls | 1 | 0 | 100% | 20 | 22 | -9% |
| Accidents/100,000 Miles | 0.00 | 3.62 | -100% | 0.50 | 0.26 | 90% |
| Miles/Road Failure | 33,096 | 27,658 | 20% | 19,948 | 17,232 | 16% |
| CHARTER SERVICE | | | | | | |
| | | | | 0 | | |
| Charters | 82 | 0 | 100% | 904 | 1,972 | -54% |
| Sports Charters | 0 | 0 | 0% | 0 | 34,690 | -100% |
| Total Passengers | 82 | 0 | 100% | 904 | 36,662 | -98% |
| Revenue | | | | | | 0% |
| Football Shuttle Charters | | | | \$0 | \$108,526 | -100% |
| Trolley Charters | | | | \$9,875 | \$10,750 | -8% |
| Total Miles | 151 | 0 | 100% | 691 | 10,204 | -93% |
| Total Hours | 10.0 | 0.0 | 100% | 99 | 2,054 | -95% |



KAT
KNOXVILLE AREA TRANSIT
ROUTE PERFORMANCE REPORT
May, 2021

| ROUTE NUMBER | ROUTE NAME | RIDERSHIP | Percentage of Ridership | MILES | Percentage of Miles | HOURS | Percentage of Hours | Passg/ Mile | Passg/ Hour |
|---------------------------------------|---------------------------|----------------|-------------------------|----------------|---------------------|---------------|---------------------|-------------|-------------|
| 10 | Sequoyah Hills | 209 | 0.2% | 910 | 0.5% | 92 | 0.6% | 0.23 | 2.28 |
| 11 | Kingston Pike | 18,293 | 13.9% | 20,743 | 11.2% | 1,740 | 12.3% | 0.88 | 10.51 |
| 12 | Western Ave | 12,100 | 9.2% | 18,088 | 9.7% | 1,360 | 9.6% | 0.67 | 8.90 |
| 13 | Beaumont | 934 | 0.7% | 3,532 | 1.9% | 258 | 1.8% | 0.26 | 3.63 |
| 16 | Cedar Bluff Connector | 2,444 | 1.9% | 4,761 | 2.6% | 376 | 2.7% | 0.51 | 6.50 |
| 17 | Sutherland/Bearden | 4,161 | 3.2% | 5,833 | 3.1% | 450 | 3.2% | 0.71 | 9.26 |
| 19 | Lakeshore/Lonas Connector | 450 | 0.3% | 4,759 | 2.6% | 280 | 2.0% | 0.09 | 1.61 |
| 20 | Central Ave/Clinton Hwy | 8,032 | 6.1% | 9,031 | 4.9% | 554 | 3.9% | 0.89 | 14.49 |
| 21 | Lincoln Park | 2,292 | 1.7% | 4,481 | 2.4% | 352 | 2.5% | 0.51 | 6.51 |
| 22 | Broadway | 18,978 | 14.4% | 15,386 | 8.3% | 1,131 | 8.0% | 1.23 | 16.77 |
| 23 | Millertown | 4,614 | 3.5% | 8,429 | 4.5% | 740 | 5.2% | 0.55 | 6.23 |
| 24 | Inskip/Breda Rd | 2,147 | 1.6% | 6,337 | 3.4% | 458 | 3.2% | 0.34 | 4.69 |
| 30 | Parkridge | 2,707 | 2.1% | 3,335 | 1.8% | 263 | 1.9% | 0.81 | 10.31 |
| 31 | Magnolia Ave. | 15,750 | 12.0% | 9,865 | 5.3% | 830 | 5.9% | 1.60 | 18.98 |
| 32 | Dandridge | 3,638 | 2.8% | 5,093 | 2.7% | 327 | 2.3% | 0.71 | 11.12 |
| 33 | M.L.K. | 3,171 | 2.4% | 8,136 | 4.4% | 663 | 4.7% | 0.39 | 4.78 |
| 34 | Burlington | 3,067 | 2.3% | 6,274 | 3.4% | 429 | 3.0% | 0.49 | 7.15 |
| 40 | South Knoxville | 2,140 | 1.6% | 6,019 | 3.2% | 425 | 3.0% | 0.36 | 5.03 |
| 41 | Chapman Hwy | 13,125 | 10.0% | 14,249 | 7.7% | 872 | 6.2% | 0.92 | 15.06 |
| 42 | UT/Ft Sanders Hospitals | 4,071 | 3.1% | 6,286 | 3.4% | 784 | 5.6% | 0.65 | 5.19 |
| 44 | University Park | 159 | 0.1% | 2,520 | 1.4% | 290 | 2.1% | 0.06 | 0.55 |
| 45 | Vestal | 2,868 | 2.2% | 5,221 | 2.8% | 365 | 2.6% | 0.55 | 7.86 |
| 90 | Crosstown | 5,994 | 4.6% | 16,590 | 8.9% | 1,096 | 7.8% | 0.36 | 5.47 |
| | Other/ Unknown | 0 | | | | | | | |
| SUB TOTAL LINE SERVICE | | 131,344 | | 185,876 | | 14,133 | | 0.71 | 9.29 |
| 82 | Trolley (Orange Line) | 4,397 | 23.8% | 6,190 | 49.8% | 986 | 52.3% | 0.71 | 4.46 |
| 84 | Trolley (Green Line) | 3,269 | 17.7% | 1,889 | 15.2% | 323 | 17.1% | 1.73 | 10.13 |
| 86 | Trolley (Blue Line) | 10,793 | 58.5% | 4,342 | 35.0% | 575 | 30.5% | 2.49 | 18.77 |
| SUB TOTAL TROLLEY SERVICES | | 18,459 | | 12,420 | | 1,884 | | 1.49 | 9.80 |
| TOTAL PASSENGERS WITH TROLLEYS | | 149,803 | | 198,296 | | 16,017 | | 0.76 | 9.35 |
| LIFT SERVICE | | 5,715 | | 33,096 | | 2,826 | | 0.17 | 2.02 |
| TOTAL SCHEDULED SERVICES | | 155,518 | | 231,392 | | 18,843 | | 0.67 | 8.25 |
| TOTAL CHARTER SERVICES | | 82 | | 151 | | 10 | | 0.54 | 8.20 |
| GRAND TOTAL ALL KAT SERVICES | | 155,600 | | 231,543 | | 18,853 | | 0.67 | 8.25 |

City of Knoxville
Schedule of Revenues & Expenses Compared to Budget
May, 2021

| | 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 | \$ 195,286 | \$ (784,714) | 19.93% | \$ 674,848 | \$ (479,562) |
| Ticket Sales | 761,000 | 761,000 | 121,002 | (639,998) | 15.90% | 620,744 | (499,742) |
| Miscellaneous Subsidies - KAT | 131,890 | 131,890 | 65,000 | (66,890) | 49.28% | 131,890 | (66,890) |
| Football Shuttle | 128,000 | 128,000 | - | (128,000) | 0.00% | 108,526 | (108,526) |
| Charter Fees | 27,400 | 27,400 | 10,175 | (17,225) | 37.14% | 10,750 | (575) |
| UT Trolley Subsidy | 88,150 | 88,150 | 66,113 | (22,037) | 75.00% | 66,113 | - |
| Miscellaneous Revenue | 4,000 | 4,000 | 4,894 | 894 | 122.35% | 8,573 | (3,679) |
| Total Operating Revenue | <u>2,120,440</u> | <u>2,120,440</u> | <u>462,470</u> | <u>(1,657,970)</u> | 21.81% | <u>1,621,444</u> | <u>(1,158,974)</u> |
| Non-Operating Revenues | | | | | | | |
| Federal Grants | - | - | 4,379,104 | 4,379,104 | - | - | 4,379,104 |
| State Contribution | 3,330,800 | 3,356,253 | 3,064,985 | (291,268) | 91.32% | 3,103,237 | (38,252) |
| Transit Grant Revenues | 4,931,160 | 4,931,160 | 4,022,545 | (908,615) | 81.57% | 4,504,700 | (482,155) |
| General Fund Transfer | 12,978,720 | 12,978,720 | 7,073,118 | (5,905,602) | 54.50% | 11,400,304 | (4,327,186) |
| Total Non-Operating Revenues | <u>21,240,680</u> | <u>21,266,133</u> | <u>18,539,752</u> | <u>(2,726,381)</u> | 87.18% | <u>19,008,241</u> | <u>(468,489)</u> |
| Total Revenue | <u>\$ 23,361,120</u> | <u>\$ 23,386,573</u> | <u>\$ 19,002,222</u> | <u>\$ (4,384,351)</u> | 81.25% | <u>\$ 20,629,685</u> | <u>\$ (1,627,463)</u> |
| Expenditures | | | | | | | |
| Personal Services | | | | | | | |
| Wages, Taxes & Retirement Contributions | \$ 14,082,170 | \$ 13,799,170 | \$ 11,468,396 | \$ 2,330,774 | 83.11% | \$ 11,350,109 | \$ 118,287 |
| Employee Group Insurance/Benefits | 4,111,030 | 4,111,030 | 3,813,465 | 297,565 | 92.76% | 5,658,284 | (1,844,819) |
| Total Personal Services | <u>18,193,200</u> | <u>17,910,200</u> | <u>15,281,861</u> | <u>2,628,339</u> | 85.32% | <u>17,008,393</u> | <u>(1,726,532)</u> |
| Administrative Expenses | | | | | | | |
| Supplies | 373,660 | 632,848 | 472,410 | 160,438 | 74.65% | 266,988 | 205,422 |
| Services | 2,150,240 | 2,202,291 | 2,044,927 | 157,364 | 92.85% | 2,095,261 | (50,334) |
| Total Administrative Expenses | <u>2,523,900</u> | <u>2,835,140</u> | <u>2,517,337</u> | <u>317,802</u> | 88.79% | <u>2,362,249</u> | <u>155,088</u> |
| Fleet Expenses | | | | | | | |
| Fleet Supplies | 500 | 500 | 390 | 110 | 78.00% | 501 | (111) |
| Parts | 400,000 | 375,916 | 81,994 | 293,922 | 21.81% | 369,396 | (287,402) |
| Fuel/Oil/Fluids | 2,243,520 | 2,264,817 | 1,120,640 | 1,144,177 | 49.48% | 1,384,159 | (263,519) |
| Total Administrative Expenses | <u>2,644,020</u> | <u>2,641,233</u> | <u>1,203,024</u> | <u>1,438,209</u> | 45.55% | <u>1,754,056</u> | <u>(551,032)</u> |
| Total Expenditures | <u>\$ 23,361,120</u> | <u>\$ 23,386,573</u> | <u>\$ 19,002,222</u> | <u>\$ 4,384,350</u> | 81.25% | <u>\$ 21,124,698</u> | <u>\$ (2,122,476)</u> |
| Excess (Deficiency) of Revenues Over Expenses | | | <u>\$ -</u> | | | <u>\$ (495,013)</u> | <u>\$ 495,013</u> |

MEMORANDUM

To: Knoxville Transportation Authority Commissioners
From: Belinda Woodiel-Brill
Date: June 17, 2021
Re: Title VI FTA Fare Review Requirements



During the pandemic crisis, KAT waived fares as an emergency procedure on March 24, 2020. These free fares remained in place until KAT implemented a covid-related temporary fare structure, effective February 1, 2021. The purpose of this temporary reduced fare structure is to assist those economically impacted by the pandemic.

The Federal Transit Administration's Title VI program defines a fare structure as being 'permanent' after a 6-month period of implementation, and as such, requires a Title VI analysis of the fare structure to ensure that there are no negative impacts to minority or low income populations. These analyses are similar to the service change Title VI documents you receive if a route has significant changes. The FTA guidelines require that the governing body review the analysis, but does not require a vote related to the document.

Due to the emergency nature of these two fare changes, a Title VI analysis was not produced at the time of the change, but the analyses for both changes are attached for the board's review. In neither case was a disparate impact or disproportionate burden found with either fare structure.

The current temporary fare structure will remain in place through the end of the year. If there is a permanent fare change proposed for beyond that time, the board will be asked to formally approve that fare change in the fall. If not, KAT will return to the board-approved pre-pandemic fare structure on January 2, 2022.

Fare Emergency Waiver for the COVID-19 Pandemic 2020

Title VI Analysis

Report

Prior to adoption by the Knoxville Transportation Authority (KTA) of any Major Service Change (as defined by the Major Service Change Policy), **or a fare increase or decrease**, Knoxville Area Transit (KAT) staff will perform a Title VI Equity Analysis, according to Federal Transit Administration (FTA) Circulars 4702.1B and 4703.1. This document represents that analysis.

KAT temporarily eliminated fares during the COVID-19 pandemic. This elimination of fares lasted beyond 6 months, which FTA considers a ‘permanent’ status, requiring a Title VI analysis. The purposed of the fare elimination was to reduce interaction and contact between bus operators and passengers, reducing the transmission of the virus. The fare elimination is described below:

Current Fare Structure

| Type | Regular | Discounted* |
|---------------|-----------|-------------|
| One-Ride | \$ 1.50 | \$ 0.75 |
| Transfer | \$ 0.50 | \$ 0.25 |
| 1-Day Pass | \$ 4.00 | \$ 2.00 |
| 7-Day Pass | \$ 15.00 | \$ 7.50 |
| 30-Day Pass | \$ 50.00 | \$ 25.00 |
| 20-Ride Pass | \$ 25.00 | \$ 12.50 |
| Semester Pass | \$ 130.00 | N/A |

Reduced Fare Structure – Emergency Elimination of Fares

| Type | Regular | Discounted* |
|---------------|---------|-------------|
| One-Ride | \$ 0.00 | \$ 0.00 |
| Transfer | \$ 0.00 | \$ 0.00 |
| 1-Day Pass | \$ 0.00 | \$ 0.00 |
| 30-Day Pass | \$ 0.00 | \$ 0.00 |
| 20-Ride Pass | \$ 0.00 | \$ 0.00 |
| Semester Pass | \$ 0.00 | N/A |

** Discounted KAT fare is available for those who qualify, including seniors age 65 or over, Medicare cardholders, students under age 18 and persons with disabilities. A KAT I.D. or Medicare card is required to ride for discounted fare.*

Summary of findings: Because this is an overall fare reduction, KAT did not find any disparate impact to minority populations or disproportionate burden to low income populations, however, detailed analysis was conducted to determine that the benefits of a reduced fare structure for minorities and low income populations were equal to the benefit of overall population, based on fare types used. This is because the new fare structure reduced some fare types more than others, and the analysis wanted to ensure that minority and low income populations experienced the reduced fare structure equally to the population as a whole. Our results found this to be the case, as described below.

The framework for this analysis is based upon FTA Circular 4702.1B, and the survey data provided by TranSystems with RLS & Associates provides the statistical data for the analysis.

The Process

The service change will be analyzed according to the following set of guidelines:

1. **Any change in fares – either increase or decrease, requires a Title VI analysis to ensure that minority and low income populations are not experiencing a disparate impact or disproportionate burden, respectively.**
2. **Does the service change constitute a Disparate Impact for Minority Populations?** The board approved the definition of KAT's Disparate Impact Policy for Minority Populations in accordance with Title VI regulations. **If the analysis shows that a minority population is negatively impacted by the proposed action at a rate that is 10 percentage points beyond the system-wide percentage of minority population, then an additional review will take place (Alternatives Evaluation).** In that instance, KAT staff would evaluate whether alternatives exist that would serve the same objective(s) but with less negative impact on a minority population.
3. **Does the service change constitute a Disproportionate Burden on Low Income Populations?** The board approved the definition of KAT's Disproportionate Burden Policy for Low Income Populations in accordance with Title VI regulations. It states: **If the analysis shows that a low-income population is negatively impacted by the proposed action at a rate that is 10 percentage points beyond the system-wide percentage of low income population, then an additional review will take place (Alternatives Evaluation).** In that instance, KAT staff would evaluate whether alternatives exist that would serve the same objective(s) but with less negative impact on a low-income population.
4. If the answer to items 3 or 4 is 'yes' then the service must be **analyzed for alternatives**. If no alternatives exist, then that must be explained as well.

Analysis Methodology:

Using examples provided by the FTA Title VI circulars, KAT used the most recent survey data available (2017) to analyze methods of fare payment for both minority populations and low income populations in order to determine whether minority populations or low income populations experience any burdens beyond those of the overall ridership population. KAT pulled minority survey data and analyzed fare type usage specific to that population, then compared that to the overall survey fare payment usage. The same method was followed for low income populations, using the definition of low income determined by the survey data, combining household income and number of people in a household to determine low income status.

In the chart below, the overall percentages of usage by fare type are analyzed by fare type. As shown, there is very little percentage difference in either low income or minority populations when compared with the overall population. No fare media is used at a rate near 10 percentage points higher than the overall population, indicating that minority and low income populations will be effected equal to the overall population with the new fare structure.

| Fare Equity Analysis | | | | | | | |
|----------------------|--|----------|------------|------------|----------------|----------|------------------------------------|
| | Cost | | Change | | Usage by Group | | |
| | Existing | Proposed | Absolute | Percentage | Low Income | Minority | Overall |
| Cash | \$1.50 | \$0.00 | (\$1.50) | -100.0% | 37.8% | 40.8% | 39.3% |
| 1-Ride | \$1.50 | \$0.00 | (\$1.50) | -100.0% | 3.5% | 3.2% | 3.1% |
| Transfer | \$0.50 | \$0.00 | (\$0.50) | -100.0% | | | |
| Day Pass | \$4.00 | \$0.00 | (\$4.00) | -100.0% | 16.1% | 16.6% | 15.0% |
| 7-Day Pass | \$15.00 | \$0.00 | (\$15.00) | -100.0% | 6.4% | 6.1% | 5.7% |
| 30-Day Pass | \$50.00 | \$0.00 | (\$50.00) | -100.0% | 28.6% | 23.3% | 28.4% |
| 20-Ride Pass | \$25.00 | \$0.00 | (\$25.00) | -100.0% | 2.1% | 3.4% | 2.6% |
| Semester Pass | \$130 | \$0 | (\$130.00) | -100.0% | 5.4% | 6.7% | 6.0% |
| | | | | | 100.0% | 100.0% | 100.0% |
| Transfers | <i>could be use of a transfer OR just transferring buses using a period pass</i> | | | | | | |
| | | | | | Minority | Overall | |
| | | | | | 607 | 1356 | 44.8% |
| | | | | | | | Percent minorities using transfers |
| | | | | | | | OVERALL percent minority: 44.8% |
| | | | | | Low Income | Overall | |
| | | | | | 552 | 852 | 64.8% |
| | | | | | | | Percent low income using transfers |
| | | | | | | | Overall percent low income: 62.2% |

Fare Reduction Title VI Analysis

Presented to the KTA Board June 24, 2021 in accordance with FTA Requirements

Report

Prior to adoption by the Knoxville Transportation Authority (KTA) of any Major Service Change (as defined by the Major Service Change Policy), **or a fare increase or decrease**, Knoxville Area Transit (KAT) staff will perform a Title VI Equity Analysis, according to Federal Transit Administration (FTA) Circulars 4702.1B and 4703.1. This document represents that analysis.

KAT is proposing a fare restructure and reduction as a permanent change, as defined by the FTA Circular. The fare change began on February 1, 2021 following several months of fare-free service during the pandemic. The purpose of the proposed fare restructure is to provide a more streamlined fare collection, reduce the cost burden on individuals and families as they recover from the global pandemic, and prepare for additional fare payment opportunities. The proposed permanent fare reduction is described below:

Current Fare Structure

| Type | Regular | Discounted* |
|---------------|-----------|-------------|
| One-Ride | \$ 1.50 | \$ 0.75 |
| Transfer | \$ 0.50 | \$ 0.25 |
| 1-Day Pass | \$ 4.00 | \$ 2.00 |
| 7-Day Pass | \$ 15.00 | \$ 7.50 |
| 30-Day Pass | \$ 50.00 | \$ 25.00 |
| 20-Ride Pass | \$ 25.00 | \$ 12.50 |
| Semester Pass | \$ 130.00 | N/A |

Reduced Fare Structure – Demonstration Fare

| Type | Regular | Discounted* |
|---------------|-----------|-------------|
| One-Ride | \$ 1.00 | \$ 0.50 |
| Transfer | \$ - | \$ - |
| 1-Day Pass | \$ 2.00 | \$ 1.00 |
| 30-Day Pass | \$ 30.00 | \$ 15.00 |
| 20-Ride Pass | \$ 15.00 | \$ 7.50 |
| Semester Pass | \$ 130.00 | N/A |

* Discounted KAT fare is available for those who qualify, including seniors age 65 or over, Medicare cardholders, students under age 18 and persons with disabilities. A KAT I.D. or Medicare card is required to ride for discounted fare.

Summary of findings: Because this is an overall fare reduction, KAT did not find any disparate impact to minority populations or disproportionate burden to low income populations, however, detailed analysis was conducted to determine that the benefits of a reduced fare structure for minorities and low income populations were equal to the benefit of overall population, based on fare types used. This is because the new fare structure reduced some fare types more than others, and the analysis wanted to ensure

that minority and low income populations experienced the reduced fare structure equally to the population as a whole. Our results found this to be the case, as described below.

The framework for this analysis is based upon FTA Circular 4702.1B, and the survey data provided by TranSystems with RLS & Associates provides the statistical data for the analysis.

The Process

The service change will be analyzed according to the following set of guidelines:

1. **Any change in fares – either increase or decrease, requires a Title VI analysis to ensure that minority and low income populations are not experiencing a disparate impact or disproportionate burden, respectively.**
2. **Does the service change constitute a Disparate Impact for Minority Populations?** The board approved the definition of KAT’s Disparate Impact Policy for Minority Populations in accordance with Title VI regulations. **If the analysis shows that a minority population is negatively impacted by the proposed action at a rate that is 10 percentage points beyond the system-wide percentage of minority population, then an additional review will take place (Alternatives Evaluation).** In that instance, KAT staff would evaluate whether alternatives exist that would serve the same objective(s) but with less negative impact on a minority population.
3. **Does the service change constitute a Disproportionate Burden on Low Income Populations?** The board approved the definition of KAT’s Disproportionate Burden Policy for Low Income Populations in accordance with Title VI regulations. It states: **If the analysis shows that a low-income population is negatively impacted by the proposed action at a rate that is 10 percentage points beyond the system-wide percentage of low income population, then an additional review will take place (Alternatives Evaluation).** In that instance, KAT staff would evaluate whether alternatives exist that would serve the same objective(s) but with less negative impact on a low-income population.
4. If the answer to items 3 or 4 is ‘yes’ then the service must be **analyzed for alternatives**. If no alternatives exist, then that must be explained as well.

Analysis Methodology:

Using examples provided by the FTA Title VI circulars, KAT used the most recent survey data available (2017) to analyze methods of fare payment for both minority populations and low income populations in order to determine whether minority populations or low income populations experience any burdens beyond those of the overall ridership population. KAT pulled minority survey data and analyzed fare type usage specific to that population, then compared that to the overall survey fare payment usage. The same method was followed for low income populations, using the definition of low income determined by the survey data, combining household income and number of people in a household to determine low income status.

Because transfers were eliminated, there could be instances where the fare outcome would be equal to the current fare structure. Again, minority and low income population survey data were evaluated based on the number of buses required to complete a trip for each population, then compared with the overall survey population transfer data.

In the chart below, the overall percentages of usage by fare type are analyzed by fare type. As shown, there is very little percentage difference in either low income or minority populations when compared with the overall population. No fare media is used at a rate near 10 percentage points higher than the overall population, indicating that minority and low income populations will be effected equal to the overall population with the new fare structure.

| Fare Equity Analysis | | | | | | | |
|----------------------|---|--------------|-----------|------------|----------------|----------|------------------------------------|
| | Cost | | Change | | Usage by Group | | |
| | Existing | Proposed | Absolute | Percentage | Low Income | Minority | Overall |
| Cash | \$1.50 | \$1.00 | (\$0.50) | -33.3% | 37.8% | 40.8% | 39.3% |
| 1-Ride | \$1.50 | \$1.00 | (\$0.50) | -33.3% | 3.5% | 3.2% | 3.1% |
| Transfer | \$0.50 | \$1.00 | \$0.50 | 100.0% | | | |
| Day Pass | \$4.00 | \$2.00 | (\$2.00) | -50.0% | 16.1% | 16.6% | 15.0% |
| 7-Day Pass | \$15.00 | (Eliminated) | | | 6.4% | 6.1% | 5.7% |
| 30-Day Pass | \$50.00 | \$30.00 | (\$20.00) | -40.0% | 28.6% | 23.3% | 28.4% |
| 20-Ride Pass | \$25.00 | \$15.00 | (\$10.00) | -40.0% | 2.1% | 3.4% | 2.6% |
| Semester Pass | \$130 | \$130 | \$0.00 | 0.0% | 5.4% | 6.7% | 6.0% |
| | | | | | 100.0% | 100.0% | 100.0% |
| Transfers | <i>could be use of a transfer OR just transferring buses using a period pass...</i> | | | | | | |
| | | | | | Minority | Overall | |
| | | | | | 607 | 1356 | 44.8% |
| | | | | | | | Percent minorities using transfers |
| | | | | | | | OVERALL percent minority: 44.8% |
| | | | | | Low Income | Overall | |
| | | | | | 552 | 852 | 64.8% |
| | | | | | | | Percent low income using transfers |
| | | | | | | | Overall percent low income: 62.2% |

MEMORANDUM

To: Knoxville Transportation Authority Commissioners
From: Belinda Woodiel-Brill
Date: June 17, 2021
Re: Proposed permanent change of northeast transfer point



With demolition of Knoxville Center Mall and the creation of the new Amazon distribution center, KAT had to move our transfer location at the former mall location when demolition began in March. This change affects Route 23 – Millertown, Route 33 – Martin Luther King, Jr., and Route 90 – Crosstown.

While KAT had hoped to be able to return to the original transfer location and routing in partnership with the new development, it now seems that a new routing will be required once the facility is complete, so this temporary move will need to be formalized as a permanent change. Because of that, KAT is requesting approval of routing changes for a new transfer location on Charlie Haun Drive. The timing of all routes will remain the same and none of the previous stop locations will be removed – with the exception of the stops within the Knoxville Center Mall Drive area.

The proposed routing is below. KAT is hopeful that an upcoming Comprehensive Operational Analysis will provide the best routing and service for the area once the new distribution center comes online, and KAT and KTA Commissioner Doug Lawyer have been working with the developer to identify a stop location for their employees near the employee entrance.

KAT requests approval of this change. If approved the routing will be considered permanent, effective August 16, 2021.

