



# Planning Commissioners

The Planning Commission is an advisory board comprised of 15 citizens—seven appointed by the City Mayor and eight appointed by the County Mayor. These volunteers come from a variety of backgrounds and represent a broad spectrum of community interests and concerns. They serve staggered four-year terms without compensation and may be re-appointed. The Commission meets the second Thursday of every month.



**REBECCA LONGMIRE**  
Chair  
2006-2014



**BART CAREY**  
Vice Chair  
2007-2015



**ROBERT ANDERS**  
2005-2013



**URSULA BAILEY**  
2009-2012



**ART CLANCY III**  
2004-2012



**LAURA COLE**  
2008-2014



**GEORGE EWART**  
2008-2013



**STAN JOHNSON**  
2004-2012



**MICHAEL KANE**  
2007-2015



**NATE KELLEY**  
2009-2013



**ROBERT LOBETTI**  
2004-2012



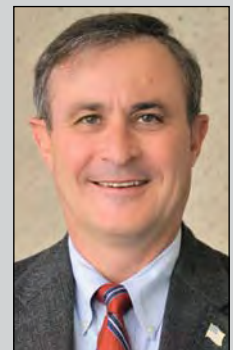
**BRIAN PIERCE**  
2010-2014



**JEFFREY ROTH**  
2011-2015



**JACK SHARP**  
2003-2015



**WES STOWERS, JR.**  
2008-2013

## ***Phase One of Regional Planning Initiative PlanET on the Books, Next Round Underway***

This year MPC and partners wrapped up phase one of a three-year regional planning project, Plan East Tennessee, or PlanET. The initiative represents a tremendous opportunity for MPC to participate in a truly regional planning effort, building partnerships and community ties uniting Anderson, Blount, Knox, Loudon, and Union counties to expand economic development opportunities, preserve our natural environment, and improve quality of life for many decades to come.

The project began in February, 2011 with the award of a substantial planning grant from the U.S. Department of Housing and Urban Development and through support of local in-kind contributions from the many partner organizations.

The PlanET effort is being driven by a large consortium of residents and organizations across the region. The consortium is tasked with developing a vision for the Knoxville region's future and publishing a 30-year guidebook to achieve that vision. Consortium members represent many facets of the community, from economic development agencies, to government and private organizations, to citizen groups passionate about the future of East Tennessee.

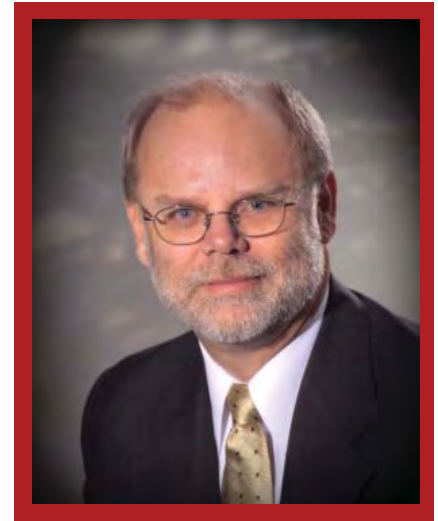
Leading this sizeable undertaking is a Board of Mayors, made up of leaders from cities and counties within the project area. The Board met several times in the past year and provided guidance and political leadership for the process.

A Community Leadership Team, or CLT, took on the enormous responsibility of directing the work of the dozens of partner organizations comprising the planning consortium. The CLT met regularly during the year to advance the planning effort.

Considerable work lays ahead for PlanET as we move into phase two. In the meantime, we can take a moment to highlight our accomplishments in phase one:

- The Board of Mayors, CLT, and consortium partnerships were organized.
- The public was actively engaged through events designed to stimulate discussion about the region's strengths, issues, opportunities, and challenges.
- A detailed collection of data was amassed and examined to help us understand current conditions in the region.
- Regional issues were prioritized.
- A vision statement that expresses the region's collective aspirations was developed by consortium partners and citizens.

The second phase of PlanET promises to be just as ambitious as the first. MPC committed considerable resources by adopting an "all hands on deck" approach. Each division of the agency has contributed to the project—which will be evident as they present highlights of their work throughout this Annual Report—and will continue to do so through its completion in 2013.





# Planning Commission Staff

The Planning Commission is supported by a staff of 36 people who work in four divisions: Development Services, Comprehensive Planning, Transportation Planning, and Information Services. Each group has unique abilities and responsibilities, and it is common for work teams to be formed across division lines to collaborate on projects.

The Executive Director manages the agency and is responsible for developing and administering the work program and budget. An eight-person management team is led by the Executive Director.

Every workday dozens of citizens walk up to MPC’s Development Services counter to obtain application forms, file plans, or receive guidance on projects. This division processes and reviews requests for rezonings, subdivisions, and development plans, and it prepares a recommendation on each case that will be considered by the Planning Commission.

Comprehensive Planning focuses on long-range planning. Updating sector plans and the Knoxville-Knox County General Plan fall under this division’s responsibilities, as well as special projects like park inventories, small area plans, corridor studies, and guidelines for neighborhood overlays.

The Transportation Division staffs the Knoxville Regional Transportation Planning Organization, or TPO, a federally-required planning board that coordinates road improvements, bicycle and pedestrian plans, freight movement, and transit.

Information Services includes the addressing staff, the geographic information systems group, a graphic design team, and two researchers. This division manages MPC’s library, websites, computer network, and various community outreach activities, including publications, social media, and market studies.

|                           |   |
|---------------------------|---|
| Liz Albertson             | Community Planner II                                |
| Jeff Archer, AICP         | Senior Community Planner                            |
| Alisa Ashouri             | Smart Trips Program Coordinator                     |
| Nathan Benditz, PE        | Transportation Engineer                             |
| Bryan Berry, AICP         | Research Associate                                  |
| Tom Brechko, AICP         | Principal Planner                                   |
| Amy Brooks                | Senior Transportation Planner/<br>Project Manager   |
| Michael Brusseau, AICP    | Senior Planner                                      |
| Doug Burton               | Principal Transportation Planner                    |
| Mike Carberry, AICP       | Comprehensive Planning<br>Manager                   |
| Dori Caron                | Administrative Assistant II                         |
| Michael Conger, PE        | Senior Transportation Engineer                      |
| Emily Dills               | Planning Technician                                 |
| Mark Donaldson            | Executive Director                                  |
| Terry Gilhula, PhD        | Information and Research<br>Manager                 |
| Kaye Graybeal, AICP       | Historic Preservation Officer                       |
| Donna Hill                | GIS Operator  |
| Alan Huff                 | Transportation Planner II                           |
| Ewing (Buz) Johnson, AICP | Deputy Executive Director                           |
| Dan Kelly                 | Development Services Manager                        |
| Tim Kuhn                  | GIS Manager   |
| Betty Jo Mahan            | Administrative Assistant II                         |
| Sara Martin               | Smart Trips Outreach<br>Coordinator                 |
| Sherry Michienzi          | Receptionist  |
| Debbie Mitchell           | Administrative Assistant I                          |
| Marc Payne                | Planning Technician                                 |
| Pat Phillips              | GIS Operator  |
| Sarah Powell              | Webmaster/Senior Graphic<br>Designer                |
| Dee Anne Reynolds         | Finance Manager                                     |
| Mike Reynolds             | Community Planner II                                |
| Kelley Segars             | Principal Transportation Planner                    |
| Susan Taylor              | Administrative Assistant II                         |
| Jo Ella Washburn          | Graphic Designer                                    |
| Jeff Welch, AICP          | Transportation Planning Manager<br>and TPO Director |
| Ellen Zavisca             | Senior Transportation Planner                       |
| Alex Zendel               | GIS Analyst   |

Farewell to MPC staff who left during the year:

|                |                             |
|----------------|-----------------------------|
| Ann Bennett    | Senior Planner              |
| Ryan Justice   | GIS Specialist              |
| Shirley Mase   | GIS Specialist              |
| Charlotte West | Administrative Assistant II |



Staff from all departments worked several PlanET forums held this fiscal year.

## MPC Earns Best Workplaces for Commuters National Designation

MPC was one of six local companies recognized for achieving the National Standards of Excellence as a Best Workplace for Commuters. This designation was awarded by the National Center for Transit Research and the U.S. Environmental Protection Agency. Prior to this year, only one other company in the state of Tennessee held this designation.

Speaking at the awards ceremony held on March 29, Knoxville Mayor Madeline Rogero remarked, “One of the first questions prospective businesses ask when considering moving to or expanding in Knoxville is about air quality. By earning this designation, these businesses have shown their commitment to improving air quality and the quality of business in Knoxville.”

To be recognized as a Best Workplace for Commuters, employers must offer a mix of primary and secondary transportation benefits to employees. MPC provided a significant telework and compressed work week program and also offered KAT bus passes to its employees. Smart Trips, a program housed within MPC, provided many of the secondary benefits necessary to qualify for the designation, including an Emergency Ride Home program, a Commuter Rewards gift card recognition campaign, and free carpool ridematching.

## TPO Recognized for Notable Planning Practices and Accomplishments

While undergoing its federal certification review, TPO was commended by the Federal Highway Administration and the Federal Transit Administration for several exemplary efforts:

- Strong leadership in multimodal planning activities, including the Plan East Tennessee initiative, transportation air quality conformity, Smart Trips and Bicycle Programs, Safe Routes to School, and planning for operations through intelligent transportation systems and traffic incident management
- The Bicycle Program’s non-infrastructure investments, including outreach to drivers education classes, the Bicycling Ambassadors program, and greenway coordination
- Advancement of regional travel demand modeling with the hybrid trip-based/tour-based model, a nationally-recognized best practice
- Update and rebranding of the Public Participation Plan to “The Outreach Plan” to include innovative involvement techniques, social media, and continual feedback mechanisms
- Continued flexing of Surface Transportation Program and Congestion Mitigation and Air Quality funds for transit projects



Mark Donaldson and Smart Trips staff pose with Mayor Burchett, Mayor Rogero, and other winners.



Plan East Tennessee, or PlanET, is a partnership of local residents, non-profit representatives, business leaders, government officials, planners, and transportation experts in Anderson, Blount, Knox, Loudon, and Union counties.

Working collaboratively among diverse groups with different interests, PlanET seeks to identify ways East Tennesseans want to address the region's challenges in five key areas: economy and workforce, transportation and infrastructure, housing and neighborhoods, healthy communities, and the environment. Citizen involvement in the process of shaping and developing the region's future will allow PlanET to identify real and innovative solutions to local issues.

PlanET is made possible by a generous grant from the U.S. Department of Housing and Urban Development and in-kind support from consortium partners. The grant period began in February 2011 and is expected to conclude December 31, 2013.

Phase one of PlanET ended during the summer of 2012 and recorded several accomplishments:

- Established organization for the project
- Engaged the public in events designed to stimulate discussion about the region's strengths, issues, opportunities, and challenges
- Collected and analyzed data to understand existing conditions in the region
- Prioritized regional issues
- Gathered public input on ideas for the future of the region
- Developed a vision statement to express the region's collective aspirations



## Public Outreach Activities

The public outreach program was one of the most critical pieces of phase one. PlanET staff and consultants implemented a multi-faceted outreach program that included a range of tools designed to reach different members of the population:

- **Regional Forum Series 1 & 2**

Phase one had two series of Regional Forums that served as the centerpieces of the outreach program. Regional Forum Series 1 was held in November 2011, followed by Regional Forum Series 2 in April 2012. Both series included one meeting in each of Anderson, Blount, Loudon, and Union counties, and two meetings in Knox County.

- **Youth Forum Series**

The PlanET team supplemented Regional Forum Series 2 with two high school sessions designed to engage the region's youth, asking them to consider existing issues and what they would like to see in the future. These meetings were held in Anderson and Loudon counties on April 24 and 26, 2012.

- **Meeting in a Box, Rounds 1 & 2**

Meeting in a Box is a package of materials that parallel the activities of the Regional Forums and is used to



Participants in Regional Forum Series 2 vote on their top priorities for the future.

obtain similar input from small groups of participants. The program proved to be an excellent way to reach underrepresented groups who are less likely to participate in large public meetings. Meeting in a Box materials were provided in English and Spanish versions.

- **Online questions via MindMixer**  
(<http://engage.planeasttn.org>)

PlanET used MindMixer, an online forum, to support the Regional Forums and allow online users to answer similar questions to those asked at the public meetings. Three question sets relating to Regional Forum Series 1 and 2, as well as a regional issues priorities exercise, have been completed since December 2011.

- **Evaluation of Regional Forum Series 1**

The consultant team and PlanET staff worked with UT Partners to develop an evaluation tool that allowed public feedback on Regional Forum Series 1. UT Partners staff attended each meeting, conducted personal evaluations, and collected feedback forms from participants. The results were shared with PlanET staff and consultants in January 2012 so improvements could be made prior to the second round of forums.

- **Community survey**

UT Partners, PlanET staff, and the consultant team developed a survey that was administered to 2,000 residents in the five PlanET counties early in 2012. The statistically valid survey asked participants several



questions about the region and their preferences, including what they perceive as the region's greatest strengths and most critical issues.

- **Social media tools (Facebook, Twitter, and YouTube)**

Staff used social media sites to further disseminate the PlanET message and distribute important information about the project. A Facebook page and Twitter feed provided opportunities for interactive messaging, and a YouTube channel shared project-related videos and news stories with the public.

- **PlanET website ([www.planeasttn.org](http://www.planeasttn.org))**

PlanET staff maintained a project website throughout phase one and regularly updated the site with information about upcoming events and important project deliverables. The website also linked directly to and from PlanET's MindMixer, Facebook, Twitter, and YouTube sites to encourage participation across all media.

- **Regional contact database**

Staff created an online contact database to track attendance at PlanET events and share information among team members.

- **Traditional media communications**

Traditional media were used to convey information about the project, including interviews, packages



*Meeting in a Box was a popular option for those who could not attend a forum.*



promoting public meetings, and an ongoing series of press releases provided to the region’s television and radio stations. Coverage was extensive, with more than 90 print, television, and radio pieces presented by over a dozen media outlets.

- **Stakeholder focus groups**

PlanET held a series of stakeholder meetings to identify regional issues seen by key groups, such as members of the business community and the area’s utility providers. Stakeholder meetings began in late 2011 and continued through the summer of 2012.

- **Speaking at community events**

During phase one, staff and consultants spoke to several community groups to publicize PlanET. Examples included addressing the Union County Chamber of Commerce, delivering the keynote address at the MPC Excellence Awards banquet, and speaking at the Union County Sustainable Tourism Conference.

## Existing Conditions Assessment

While the public outreach program asked citizens to identify strengths, issues, and challenges and to visualize ideas for the future, parallel activities were underway to collect and analyze data to develop an objective picture of current conditions in the region. The existing conditions assessment looked at each of the five PlanET focus areas—economy and workforce, transportation and infrastructure, housing and neighborhoods, healthy communities, and the environment—as well as the drivers behind the region’s critical issues. This assessment included several elements:

- **Data from all jurisdictions**

Regional planning has been limited in the five-county region, meaning that convenient region-wide datasets did not exist for most of the data points measured. PlanET staff and consultants collected information for each county and assembled it into usable GIS layers and databases.

- **Stakeholder focus groups**

Stakeholder group interviews served a dual purpose: they

gathered input on critical issues and collected important data. Many participants were experts in focus group-related fields and had access to valuable information that needed to be considered during the existing conditions assessment.

- **Existing Conditions Memo**

The PlanET Existing Conditions Memo synthesized the data collection and analysis into a 125-page report that identified important findings relating to the region’s demographics, development patterns, transportation system, infrastructure, health and community services, housing, environment, and economy. The report provided a detailed look at the region as a whole and highlighted notable differences among the five counties. Data collected for the report will serve as a baseline for scenario planning to be undertaken during phase two.

- **Evaluating the Existing Conditions Memo with PlanET Working Groups**

PlanET Working Groups were assembled as advisory committees to provide expertise on PlanET’s five focus areas. Review of the draft Existing Conditions Memo was an integral part of the Working Groups’ first sessions. Members discussed some of the issues presented and provided comments on sections of the memo relating to their focus areas, which were subsequently incorporated into a revised memo.

- **Livability Report Card**

The Livability Report Card distilled major findings of the Existing Conditions Memo into a more user-



*PlanET Working Groups evaluated the Existing Conditions Memo in their early meetings.*



friendly format for the public. Organized by PlanET focus area, its centerpiece was a “report card” that rated different subcategories within each focus area. The Livability Report Card identified things in good shape, those needing improvement, and issues requiring immediate attention. Findings were presented at the first Regional Leadership Dialogue and at Regional Forum Series 2. The report demonstrated opportunities for citizens to work together on strategies that promote regionalism and to offer public and private solutions to areawide problems.



*Participants at each regional forum used keypad voting to determine priority issues.*

priority issues. The results were posted on the PlanET website and were factored into phase one products.

### **Understanding Regional Priorities**

The outreach and data analysis components of phase one resulted in a set of agreed-upon issues and general understanding of some of the major drivers behind the issues. Efforts to prioritize the region’s issues were completed during this phase:

- **Priority voting at community forums**

Each Regional Forum meeting (Series 1 and 2) culminated in the group as a whole using keypad polling to vote on

- **PlanET Working Groups and stakeholder focus groups**  
Ongoing Working Group and stakeholder focus group meetings gauged priorities because the members of these groups have expertise in particular PlanET focus areas.

- **Regional Leadership Dialogue 1**

The main purpose of Regional Leadership Dialogue 1 was to engage leaders from the region’s different sectors in discussing issues identified through the public outreach program, existing conditions assessment, and Working Group meetings to determine their top priorities for each PlanET focus area.



*The first Regional Leadership Dialogue engaged leaders from the region's different sectors.*

PlanET is a sizeable, collaborative planning effort requiring regionwide participation from citizens, elected officials, public agencies, businesses, and community organizations. A lot of good work on the project has been accomplished with the completion of phase one, but much more lays ahead over the next two years in the mission to develop and realize a shared vision for the region.

## **Development Activity**

Building activity across Knoxville and Knox County showed mixed results in 2011. Residential development dropped sharply as indicated by a \$60.2 million decline in the value of new construction compared to the previous year. Conversely, the value of non-residential construction increased \$47.6 million in the same period. Notable projects completed in 2011 included Raintree Assisted Living Facility (\$3.4 million, 62 units) and the Costco Warehouse (\$21.5 million, 147,000 square feet) in the Southwest County Sector, Maple Sunset apartments (\$2.8 million, 48 units) in the North City Sector, and The University of Tennessee medical offices (\$7.8 million, 7,300 square feet) in the South County Sector.

## **Building Permits**

A sizeable decline in the number of building permits approved in 2011 accompanied the drop in total value of new construction. The overall number of permits issued, almost 1,070, fell 43 percent from 2010. The 997 approved residential units represented a decline of 44 percent during the year, while the number of non-residential units rose 13 percent with 69 new projects permitted. The Northwest County Sector led the way with 219 residential units, followed closely by the Southwest County Sector with 211. The Southwest Sector also recorded the highest number of non-residential permits with 22 units.

## **Changes to the Zoning Map**

In planning for new construction, it is often necessary to request zoning changes, and 2011 saw a slight uptick in the number of amendments to the zoning map. The largest single rezoning was a 32-acre request in the Northwest County Sector, changing from Business and Technology to Office, Medical, Related Services, and Technology Overlay to accommodate an apartment project. Among the other residential rezonings, most requests were for the Planned Residential designation, resulting in a total of 42 additional acres available for home construction. For the second year in a row, the county retained most of its farmland, with only 54 acres changing from Agriculture zoning—a remarkable decline compared to historical highs of 2,000 agricultural acres lost in 2005 and 2006.

## **Subdivisions**

While MPC approved 110 final plats in 2011, an increase of 9 percent from 2010, the number of acres within those new subdivisions declined 11 percent and new building lots created fell 21 percent. Both residential and non-residential subdivision activity reported declines.

## **Code Amendments**

MPC staff considered 14 amendments to the city and county zoning ordinances in 2011. Of those, 10 requests were adopted, 2 resulted in no amendments needed, and 2 are still pending:

### **Zoning Ordinance for Knoxville, Tennessee**

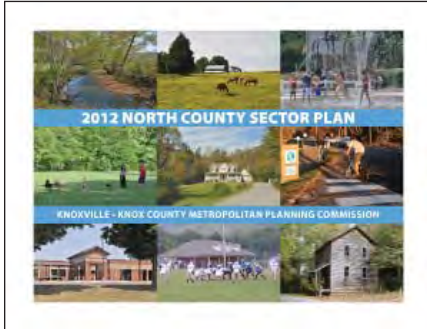
- Amendments to Article VII, Section 6, regarding the requirement of public notice to property owners in cases of general amendments to the zoning map
- Amendments to Article V, Section 10, regarding regulations and definitions for on-premise incidental signs
- Amendments to Article II, Article IV, Section 4.5.1, and Article V, Section 10, regarding the designation and permitting of landmark and historic signs
- Amendments reflecting changes to the Tennessee Technology Corridor Development Authority enabling act
- Regarding electric security fences (MPC recommended no amendment to the Zoning Ordinance)
- Amendments to the City Sign Code regarding sign height (City postponed)

### **Zoning Ordinance for Knox County, Tennessee**

- Amendments regarding regulations for private swimming pools, regulations in the PR (Planned Residential) zone district
- Amendments to clean up various sections in the County Zoning Ordinance
- Amendments regarding locations of establishments serving beer
- Amendments reflecting changes to the Tennessee Technology Corridor Development Authority enabling act
- Amendments to the Design Guidelines for the Mechanicsville H-1 (Historic Overlay) District
- Amendments regarding the regulation of pain management clinics
- Regarding the raising and maintenance of domesticated chickens in certain parts of Knox County (MPC recommended no amendment to the Zoning Ordinance)
- Amendments to the County Sign Code regarding billboards and electronic message centers (County postponed)

## **North County Sector Plan Completed**

MPC's Comprehensive Planning division is responsible for updating 12 city and county sector plans on a rotating basis, and during the past year, staff worked on an update of the North County Sector Plan.



The North County Sector, which comprises 78 square miles, is one of the fastest growing areas

in Knox County. Over the last decade, population grew 23 percent, resulting in a collateral growth in housing, retail, and office development. Most of the new housing took the form of attached single-dwellings and apartments. Modest retail and office development in the sector was generally concentrated near the Emory Road interchange at I-75 and included the Tennova North Knoxville Medical Center.

Since the North County plan's last update in 1998, the Land Use component changed very little, with the exception of adding six new mixed use districts to help revitalize underperforming areas, such as older shopping centers with high vacancy rates. The new districts allow retail, office, and apartment uses and permit more intense development with combined uses in multi-story buildings.

Improvements to community facilities and parks in the North County Sector have been extensive over the past 14 years: two new libraries, a senior center, new parks and greenways, several school renovations, and one new elementary school. The updated plan recognized these accomplishments and recommended that expansion of the park and greenway system continue, especially along Beaver Creek.

Also seen in the past several years were upgrades to the transportation system, including expansion of Callahan and Emory Roads as well as the start of Powell Drive construction. The 2011 sector plan update included recommendations for improvements at Halls Crossroads and Maynardville Pike and the I-75 interchanges at Callahan and Emory Roads.

After holding several community meetings to present a draft plan, explain concepts, and gather feedback, the final North County Sector Plan was presented to the Planning Commission, City Council, and County Commission and adopted by all three bodies. (Note: While staff completed the plan during FY2011-12, the adoption process continued into FY2012-13.)

## **Next Up: South County Sector Plan**

MPC staff worked on an update of the South County Sector Plan this year, gathering input at a series of public meetings in May, writing a draft plan, and preparing to show the draft to the public in the fall.

Community input was valuable to the process:

- One outcome of the public meetings was a request for a small area plan for Alcoa Highway. Based on that request,

MPC staff began work on a special mixed use district for the Village Plaza and Southgate Shopping Centers, as well as adjacent areas, to facilitate redevelopment. The Alcoa Highway Small Area Plan is expected to be adopted as part of the South County Sector Plan in FY2012-13.

- Planning participants also expressed concerns that Governor John Sevier Highway has not been adequately protected as "scenic." Though the thoroughfare is designated a state Rural Scenic



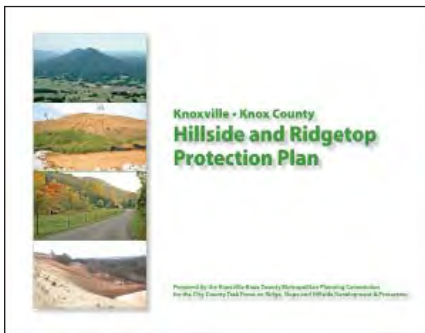
*Powell Middle School is one of several public facilities in the North County Sector.*



Highway, staff included a proposal for corridor design standards in the draft sector plan to address new development along the highway and help preserve the rural beauty of the area.

## Hillside and Ridgetop Protection Plan

The Hillside and Ridgetop Protection Plan, developed by a joint City-County task force and adopted by MPC, City Council, and County Commission in FY2011-12, outlines



policies for land development on ridges and identifies a protection area comprised of slopes in excess of 25 percent. The plan's basic policies—one of many considerations in making zoning and housing density

decisions—were premised on a simple concept: as slopes become steeper, the density of housing development should be lower. Goals to realize that concept were set around two themes: allow lower intensity development and conserve forested areas for such purposes as water quality and downstream flood protection.

Various implementation recommendations were included in the plan, such as allowing developers to create narrower roads on steeper slopes, thereby reducing costs and saving trees, and encouraging the clustering of houses at the toe of a ridge in exchange for a bonus in housing density.

## Planners Work with UT Students

As an outgrowth of the PlanET effort, MPC Comprehensive Planning staff worked with faculty and students from The University of Tennessee College of Architecture and Design on several demonstration projects to assist the region's towns and cities in improving development practices. MPC collaborated with UT faculty in choosing the projects, provided technical data to help students with their analyses, and offered feedback on the final products.

In Fall 2011, landscape architecture students, under the direction of Professor Brad Collett, explored stormwater management techniques and identified options ranging from rain gardens to bio-retention basins that farmers, homeowners, and businesses could use to improve water quality. Their final project was so impressive that faculty and graduate students were asked by PlanET to publish a design manual that can be used by both laypersons and professionals in the region.

Just underway late in the fiscal year, another studio is being led by Collett and Professor Scott Wall that will address community improvements and potential new development in Oak Ridge and Alcoa-Maryville. In consultation with MPC staff, one student design team is working with Oak Ridgers on concepts for redevelopment of the Jackson Square area. Another team is assisting Blount Countians on more intensive uses along older commercial strips.



*A student presents her project during one of the design studios.*

The Knoxville Regional Transportation Planning Organization (TPO)—staffed by MPC planners—serves as a transportation planning board for Knox County, most of Blount County, and parts of Anderson, Loudon, and Sevier Counties. TPO members include the cities of Knoxville, Maryville, Oak Ridge, Alcoa, and Lenoir City, the Town of Farragut, and the counties of Blount, Knox, Loudon, and Sevier as well as the Tennessee Department of Transportation (TDOT) and the East Tennessee Development District.

Under contract with TDOT, TPO staff is also responsible for conducting regional transportation planning for the entire air quality non-attainment/maintenance area, which is comprised of Anderson, Blount, Jefferson, Knox, Loudon, and Sevier counties as well as parts of Cocke and Roane counties.

## **TPO Executive Board and Technical Committee**

The TPO Executive Board and Technical Committee work with TPO staff to make decisions on regional transportation plans and projects. The Executive Board, which sets policy and adopts plans, is comprised of 14 elected officials from the TPO planning area and representatives from the East Tennessee Development District and the governor of Tennessee. The 22-member Technical Committee consists of local planners and engineers. The Technical Committee works very closely with staff and makes recommendations to the Executive Board.

This past year, the TPO reviewed and approved a request by the City of Oak Ridge to join the TPO. Representation from Oak Ridge was added to the Technical Committee and Executive Board in June 2012.

## **Transportation Improvement Program**

The Transportation Improvement Program (TIP) is a four-year capital plan for transportation projects in the TPO region that receive federal and state funds. The 2011-14 TIP identified \$601 million in transportation investments. Projects included major bridge repairs, transit vehicle purchases, greenway construction, intersection improvements, and road reconstruction.

Projects are subject to change as federal, state, and local funding priorities change. In FY2011-12, more than 60 such changes were made to the TIP.

## **Regional Mobility Plan Update**

The Regional Mobility Plan is the document that sets priorities and communicates the long-range vision for transportation in the Knoxville region. Federal law requires that all transportation projects receiving federal funds be included in the Mobility Plan and be based on money that is expected to be available.



In Fall 2011, TPO staff began the process of updating the Regional Mobility Plan that was last adopted in 2009. TPO, in partnership with PlanET, hosted a number of public forums, conducted surveys, held small-group meetings with civic organizations, and launched an online community to generate ideas for the new plan. A first draft is scheduled to be available for public review late in 2012, with adoption by the Executive Board expected in Spring 2013.

## **Outreach Plan**

Beginning in Fall 2011, TPO staff updated the Outreach Plan, formerly known as the Public Participation Plan. The new approach to the plan placed emphasis on writing user-friendly publications free from jargon, evaluating the effectiveness of outreach processes, learning from past projects to develop best practices, and identifying minimum outreach requirements. TPO earned a commendation from



the Federal Highway Administration and the Federal Transit Administration during its 2012 Certification review for the innovative involvement techniques identified in the Outreach Plan.

## **Planning for Pedestrians**

TPO planning activities include participation in programs that allow people to have healthier and more active lifestyles. Staff works with the Knox County Health Department on its Safe Routes to School Partnership, providing assistance with grant writing and organizing events. The TPO also partners

## Smart Trips

Smart Trips encourages work commuters in the region to drive less by opting to carpool, bicycle, take the bus, walk, or work from home. The program offers benefits to participants such as Emergency Rides Home, reduced rate parking and Commuter Rewards gift cards that are earned by logging commutes on the Smart Trips website.

With the launch of new programs and rising gas prices, Smart Trips saw steady growth throughout the year. The number of participants grew by almost 500 people between July 1, 2011 and June 30, 2012. By using green commuting alternatives, Smart Trips participants were responsible for a significant reduction in vehicle miles traveled in the region and thus reduced green house gas emissions by more than 1,300,000 pounds during the year.

### Employer outreach

In FY2011-12, Smart Trips applied for and received additional funding from TDOT to expand its staff and enhance outreach efforts with local employers.

As part of these efforts, Smart Trips worked with six area employers—Elizabeth Eason Architecture, Green Mountain Coffee Roasters, Red Chair Architects, Mast General Store, TVA, and the Knoxville-Knox County Metropolitan Planning Commission—to help them earn designation as Best Workplaces for Commuters from the National Center for Transit Research. Smart Trips then sponsored a reception for these employers at which Knoxville Mayor Madeline Rogero and Knox County Mayor Tim Burchett honored the designees.

### New programs

In Spring 2012, Smart Trips launched a new individualized marketing initiative called Smart Trips Neighborhoods. The program's aim is to target specific neighborhoods within Knoxville and encourage residents to choose greener and healthier options than driving when making short trips, like going to the market, visiting friends, or going to the bank. For its initial year the effort targeted most of the 37917 zip code near downtown Knoxville. Participants who joined the program received free maps and other materials to help them easily navigate their community on foot, by bike, and by bus.

To encourage participation in the new effort, Smart Trips Neighborhoods partnered with the Plus 3 Network, a non-profit website that links healthy activities to charitable donations. People who joined the program and logged their activities online earned points that translated to donations

for three elementary schools serving the 37917 zip code—Belle Morris, Beaumont, and Christenberry. Each school may receive up to \$1,000 through participants' efforts.

### Commuter Challenge

For Smart Trips' 2012 Commuter Challenge, an annual marketing campaign to show work commuters the value of alternative travel, efforts focused on employers in downtown Knoxville. Staff designed a number of fun, unique activities intended to reach commuters in the area. The eight-week Challenge kicked-off with a Downtown Prize Trolley in which Smart Trips commandeered a Gay Street trolley during First Friday festivities on June 1, rattled off trivia questions, and handed out prizes similar to the TV show Cash Cab.

Midway through the Challenge, Smart Trips held a Downtown Window Display contest. Contestants included area retailers, design and architectural firms, and private interest groups who decorated their own windows or provided windows to be decorated by others. The designs were judged by both the public and a selected panel. In all, nearly 1,000 votes were submitted online or via text messaging.

The overall Commuter Challenge winning business for 2012 was Scripps Networks Interactive. The prize was a \$500 donation made in their name to a charity of their choosing. Scripps employees selected Friends of the Smokies to share the fruits of their Commuter Challenge efforts.



Materials for the new Smart Trips Neighborhoods program included a website and map to help navigate the area on foot or bikes.



with the Health Department on other initiatives, including Healthy Kids, Healthy Communities, Pioneering Healthier Communities, and Together! Healthy Knox. These efforts support healthier transportation choices, such as walking and bicycling.

## Greenways

The TPO partners with greenway advocates from across the Knoxville region as part of the Knoxville Greenway Commission, the Knox Greenways Coalition, and the Great Smoky Mountains Regional Greenway Council. TPO staff serves as chair of the Regional Greenway Council, which brings together planners from a dozen local governments to coordinate the planning and marketing of regional greenways.

## Bicycle Program

The Knoxville Regional Bicycle Program continued its work to raise awareness about the importance and value of biking.

The Bicycling Ambassadors program used volunteers to talk one-on-one with the public at community events and festivals. Ambassadors encouraged cyclists to ride more often and more safely, and they educated motorists on the rules of the road. The “I Bike KNX” helmet sticker discount program—a partnership with local businesses to promote safe bicycling and helmet use—asked cyclists to take a safe riding pledge and wear an I Bike KNX sticker on their bike helmets to receive discounts when they biked to participating businesses and showed their helmets.

Bicycling Ambassadors and other volunteers presented “Sharing the Road with Bicyclists” to every high school driver’s education class in Knox and Blount counties. This program provided valuable education that reinforced the dangers of distracted driving, speeding, and road rage.

TPO staff worked with the City of Knoxville’s traffic engineering department



*TPO staff work with greenway advocates to plan and create greenways across the Knoxville region.*

to place signage along four bicycle routes. The route connecting Cedar Bluff and West Hills to downtown and UT was signed in FY2011-12. Three other two routes are expected to be signed in the coming year.

The Bicycle Program’s email list grew from 1,900 to 2,200 people during the year, and the number of “Likes” on its Facebook page increased from 600 to more than 800. The program rounded out its social media efforts with hundreds of tweets to its 127 followers on Twitter.

The TPO bike rack grant program continued to grow, now responsible for providing more than 515 bicycle racks throughout the air quality non-attainment area since the program began in 2004.



*Each year, Bike to Work Day draws a crowd on Market Square.*



*The Tour De Lights has become a holiday tradition and attracts hundreds of riders!*

The 2012 Bike Month included Bike to Work Day, the annual Neighborhood Bike Ride, an “I Bike KNX” Festival on Market Square, many community rides, bicycle repair classes, and several Ride Smart workshops.

More than 550 costumed riders and their decorated bicycles turned out for the fifth annual Tour de Lights. The festive ride started in downtown Knoxville and toured the holiday decorations of Fourth and Gill and Old North Knoxville. The neighborhoods welcomed the riders as spectators gathered on porches and in yards. The ride was sponsored by the City of Knoxville, the Knoxville Regional Bicycle Program, Three Rivers Market, and Mast General Store, with support from the Knoxville Police Department and many volunteers.

## **Knoxville Regional Project Action Coalition Forms**

The Easter Seals Project Action organization selected the Knoxville region as one of 10 communities across the United States to participate in the 2011 Accessible Transportation Coalitions Initiative (ATCI). ATCI’s goal was to promote cooperation between the transportation industry and the disability community to increase mobility for people with disabilities. It was a one-year process designed to support systems change at the local level and was funded through a cooperative agreement between the U.S. Department of Transportation and the Federal Transit Administration.

The process began with a two-day workshop facilitated by Easter Seals Project Action employees. A team of representatives from TPO, the City of Knoxville, Knoxville Area Transit, Knoxville Knox County Community Action Committee (CAC), Knox County CAC Transit, and the East Tennessee Human Resource Agency coordinated the workshop.

In addition to Project Action staff, about 25 people attended the workshop and identified several issues facing the Knoxville region regarding accessible transportation. The top three issues were: increase general transit service for the disabled, improve the coordination of existing transit services, and establish dedicated funding for transit services.

Outcomes of the workshop included an update to the Knoxville Regional Human Services Transportation Coordination Plan, which is expected to be completed in Spring 2013, and the establishment of an accessible transportation advocacy group that is coordinated by TPO staff.



*Participants in the Project Action workshop identified accessible transportation issues in the region.*



## Technical Support for PlanET

Information Services (IS) staff continued to provide data support and technical assistance on multiple aspects of the PlanET project, including geographical information systems, research and data analysis, graphic design and printing, and communications.

IS staff enhanced and maintained PlanET's website, [www.planeasttn.org](http://www.planeasttn.org), in 2012. The first of two primary objectives for the website was to create an internet presence that



dispenses project information—ranging from regional socio-economic data and reports, to public meeting information, to local media coverage—to staff, consultants, and the public. The second objective was to use the PlanET website as

a clearinghouse for staff and consultants to share quantitative and qualitative data on dozens of selected topics. For example, staff researched and gathered data for more than 50 variables, providing detailed information on the region's economy, transportation network, education system, public health, housing, and environment and made all information available via the online data clearinghouse.

In addition, IS staff contributed technical assistance to the PlanET Livability Report, a summary of existing conditions that identified and rated regional strengths and challenges. Staff also provided computer mapping expertise to the consultant team, helping them visualize how the region might accommodate expected population growth over the next 40 years.

## Office Market 2011

IS staff is responsible for researching and writing four property market reports published by MPC as a public service. The office market is analyzed yearly while the other reports are produced on a less frequent, rotating basis. The Executive

Summary of the 2011 Office Market Analysis for Knoxville and Knox County provided highlights of market conditions:



Throughout 2011, the U.S. economy showed signs of recovery. The first three quarters of payroll employment were in the black, adding more than 1.2 million jobs, while unemployment fell to 9.0 percent, down from 2010's rate of 9.6 percent. The office market felt a modest confidence boost as vacancy rates dropped 130 basis points from the third quarter of last year, to 16.2 percent in the third quarter of 2011. With this year's construction offering up 7.8 million square feet of new supply and net absorption on the rise to 17.2 million square feet, signs of recovery in the U.S. office market were noticeable.

The Knoxville economy was sluggish in comparison as local job growth added around 3,800 new employees during the first three quarters of 2011, a drop from the 4,400 registered over the same period in 2010. Local unemployment climbed to 7.9 percent in the third quarter of 2011, up from 7.6 percent last year.

Although local employment measures indicated economic setbacks, the office market saw moderate gains. Areawide vacancy rates dropped from 16.2 percent in 2010 to 14.9 percent this year, with an estimated 3 million square feet of space available in the 19.9 million square feet of local rentable inventory. Knoxville's suburban markets, comprising 15 million square feet of supply, experienced a sizeable improvement in vacancies, down from 17.4 percent last year to 15.3 percent this year. On the other hand, downtown properties, holding 4.9 million square feet of rentable space, saw vacancies climb 50 basis points to 14.1 percent. A major factor contributing to the decline in areawide vacancies stemmed from the small amount of new supply added, allowing for absorption (322,470 square feet) of existing inventory to catch up this year.



## Special Edition of MPC's Development Activity Report

Every year, MPC publishes a review of building permit, rezoning, and subdivision approvals in its Development Activity in Knox County report. The document includes a year's worth of data on types of permits issued, the value of construction, the amount of acreage rezoned, the number of new subdivision lots created, and other development-related statistics. As the first decade of the new millennium came to a close, IS staff published a special edition of the Development Activity report that summarized data from 2000-2010.



Development Activity in Knox County, 2000 to 2010 provided a look at more than a decade of property investment indicators. Summary information was presented for Knox County and by planning sector (12 sub-areas comprising the county) to give an overview of local property development trends. Some highlights from the report:

- From 2000 to 2010, a total of 37,903 new residential and commercial building units were completed.
- For every 17 new units constructed in Knox County in the past 11 years, one existing unit was demolished.
- Residential units accounted for 94 percent of all new construction projects countywide.
- The largest annual addition of residential units occurred in 2004 with 4,467, while the fewest were built in 2009, the total falling to 1,483.
- Detached dwellings comprised 58 percent of all residential units, followed by multi (apartment) dwellings (20 percent), attached (condo/townhome) dwellings (15 percent), and mobile homes (seven percent).
- On average, about 200 non-residential building projects were approved each year since 2000, the bulk of which were commercial projects (79 percent).
- From 2000 through 2010, more than 1,800 rezoning requests were approved in Knox County, almost evenly split between residential and non-residential projects.

- In total land area rezoned (nearly 25,000 acres), the split favored residential acreage, accounting for 65 percent (16,208 acres), while non-residential acreage comprised 35 percent (8,626 acres) of the total.
- Over 2,300 subdivisions were approved in Knox County over the past 11 years, roughly 215 each year, comprising almost 24,000 new building lots.
- The average residential subdivision was 9.7 acres in size with 13 lots.
- Consistent with other indicators of development activity, new subdivision approvals peaked in 2005, with 3,926 lots, and remained high in 2006, with 3,631 lots. A steady and steep decline occurred each year since then, plummeting to 562 new residential building lots approved in 2010.

## Urban and Rural Area Classification

TPO is required by the Federal Highway Administration to examine and expand its planning area following each decennial census. When the U.S. Census Bureau released the 2010 urban and rural classifications in March 2012—and thereby changed the boundaries of the Knoxville Urbanized Area—Information Services staff assisted TPO in analyzing the newly-released population data and identifying areas to be added to its jurisdiction. The data, geographic information systems support, and other technical services provided by IS ensured that TPO stayed in compliance with federal requirements.

## Addressing

MPC's Addressing Department ensures that each residence and place of business in Knox County is systematically assigned a valid, unique address. Valid addresses consist of a number and road name, and new addresses must be reviewed and approved as part of the MPC subdivision and development plan review process. There are more than 250,000 addresses currently in use in Knox County.

All activities requiring building permits (including new construction, demolition, or improvements) need address verification by the Addressing Department.

During FY2011-12, Addressing staff created 1,569 addresses for new development. Staff also changed or corrected 17,747 existing addresses, added 38 new street segments to the county base map, and modified 264 existing street segments.

### MPC Online

Staff continued to increase the amount of online information available to the public by managing the official websites for MPC and TPO as well as sites for several related groups. In FY2011-12, the MPC website hosted nearly 60,000 visitors who viewed more than 153,000 pages. During the same period the TPO site had more than 30,000 visitors and 56,000 page views.

Additions/improvements to MPC online:

- MPC News
- Quarterly Summaries of MPC Actions
- Online forms for the Addressing department
- Development Activity Report, 2011
- Development Activity in Knox County, 2000-2010
- 2011 Office Market Analysis for Knoxville and Knox County
- Knoxville-Knox County Hillside and Ridgetop Protection Plan
- East County Sector Plan
- Census 2010 data and maps



Additions/improvements to TPO online:

- Special event sites for Bike Month, Neighborhood Bike Ride, and Tour de Lights
- Great Smoky Mountains Byway Corridor Management Plan
- The Outreach Plan
- Knoxville Regional Accessible Transportation Coalition
- Mobility Plan 2040

Other sites that MPC manages:

- East Tennessee Regional Clean Air Coalition
- Great Smoky Mountains Regional Greenway Council
- Historic Preservation in Knoxville and Knox County
- PlanET
- Smart Trips
- Smart Trips Neighborhoods, new in 2011
- Tennessee Chapter of the American Planning Association
- Tennessee Technology Corridor Development Authority

In addition to traditional websites, MPC has expanded its social media presence by utilizing Facebook, Twitter, and Constant Contact email service to keep the public informed and to drive visitors to the MPC, TPO, Smart Trips, and PlanET websites.

### MPC Library

The MPC Library is home to thousands of reports, journals, and books on a wide range of urban, rural, and regional planning topics. The library also includes print and digital U.S. Census material and other government data sets. Staff

recently completed the sizeable task of scanning MPC meeting materials, such as applications, staff reports, and supporting documents for subdivision, rezoning, use on review, and all other case types. The records date back to 1939 and are available in PDF for reading or printing. The MPC library also is the repository of all publications researched and produced by MPC staff. The library is open to the public, with business people, journalists, and students using the facility on a regular basis.

Recent staff publications:

- 2011 Office Market Analysis for Knoxville and Knox County
- Administrative Rules and Procedures
- Development Activity in Knox County, 2000-2010
- Development Activity Report, 2011
- Facts and Figures Brochure, 2012
- Knoxville-Knox County Hillside and Ridgetop Protection Plan
- Knoxville One Year Plan, 2012
- Knoxville TPO Major Road Plan
- Mechanicsville Historic District Design Guidelines
- MPC Annual Report, FY2010-11
- Preservation 2011: A Report to the Knoxville Mayor
- South City Sector Plan
- TTCDA Annual Report, FY2010-11



As an extension of their work with the commission, MPC staff participated in a variety of boards, committees, and task forces.

## ***TTCDA***

The Tennessee Technology Corridor Development Authority concept is based upon the ability to achieve aesthetic quality and environmental conservation for developments within the Technology Overlay zones of the city and the county. These design guidelines work to shape future development and ensure quality design in the development process. By building on the area's existing assets, the guidelines attempt to achieve functional, aesthetic, and visual unity while maintaining individual user expression.

In July, 2011, the Planning Commission approved changes to the Design Guidelines affecting the review of medium and high density residential developments in the Technology Overlay. Related changes to the Knoxville Zoning Ordinance resulting from previously approved changes to the state enabling legislation were also approved at the July meeting. City Council approved the zoning ordinance changes in August, 2011.

In other TTCDA news, the Board welcomed Fred Metz as a new commissioner and the Governor's direct representative in September, 2011,

## ***Historic Zoning Commission***

The Historic Zoning Commissions (HZC) are responsible for reviewing applications to repair, alter, rehabilitate, relocate, or demolish properties protected by Historic Overlay districts (zoned H-1); reviewing proposed construction within Historic Overlay districts; and identifying historic properties for local or National Register designation.

Upon design review and approval of proposed work within Historic Overlays, a Certificate of Appropriateness (COA) is issued by the HZC or MPC staff. Design review is intended to assist in stabilizing and improving property values in historic areas by encouraging rehabilitation or new construction in harmony with the historic area. In FY2011-12, the HZC approved 112 COA applications out of the 115 submitted—a slight increase over the previous year's total of 107. The Old North Knoxville District led the way with 42 reviews for COAs. Significant activity was seen in Market Square renovations which averaged one review per month. Although renovations remained steady, new residential

construction declined from previous years, with only one new dwelling constructed in Old Mechanicsville.

During the fiscal year, three National Register nominations were reviewed and recommended for nomination by the HZC. These included properties that are part of a multiple resource nomination by The University of Tennessee: Hopecote Country House, Ayres Hall, and Tyson House.

## ***Infill Housing Review Committee***

MPC's Infill Housing Design Review Committee examines applications for new housing in established neighborhoods for conformance to the Heart of Knoxville Infill Housing Design Guidelines. The committee ensures that development within the Infill Housing Overlay District (IH-1) is architecturally compatible with the neighborhood, fosters neighborhood stability, creates pedestrian-oriented streets, and meets a wide range of housing needs. The nine-member review committee includes MPC staff and representatives from City Plans Review and Inspections, City Engineering, City Community Development, and the East Tennessee Community Design Center and meets the fourth Wednesday of each month.

In FY2011-12, the review committee issued 18 certificates that resulted in seven new houses, three new driveway configurations, two new porches, and six new lots in Edgewood Park, Lonsdale, and Oakwood/Lincoln Park. In addition, MPC staff participated on the City of Knoxville Community Development Department's Infill Committee and assisted in the review of 12 houses that were funded through various city programs.

## ***Downtown Design Review Board***

The Downtown Design Review Board examines development proposals for private and public projects in Knoxville's center city. The goal of the review board is to foster attractive and harmonious development and rehabilitation of the downtown area.

Thirty projects were reviewed by the Downtown Design Review Board in the past year. The majority of applications were for signs or minor alterations to existing structures (such as new storefronts or windows). Some of these projects were intended to restore building exteriors to their former glory (for example, the Arnstein Building), and others were to give otherwise nondescript buildings new character.



## **Other Committee, Board, and Task Force Participation by MPC Staff:**

- Beaver Creek Technical Committee
- C-7 Cumberland Avenue Design Review Board
- CBID Development Committee
- Community Action Committee Board of Directors
- Community Action Committee Transportation Advisory Committee
- Community Development Facade Review Committee
- Community Development Infill Housing Committee
- Cumberland Avenue Advisory Committee
- Downtown North/I-275 Advisory Committee
- East Tennessee Community Design Center
- East Tennessee U.S. Green Building Council
- East Tennessee Quality Growth
- Geography Network of East Tennessee
- Great Smoky Mountains Regional Greenway Council
- Healthy Kids, Healthy Communities Steering Committee
- I-81 Corridor Coalition
- Incident Management Task Force
- Joint City/County Task Force on Ridge, Slope, and Hillside Development and Protection
- KGIS Coordinating Committee
- Knox County Air Pollution Control Board
- Knox County Board of Zoning Appeals
- Knox County Parks Board
- Knox County Redistricting Committee
- Knox County Safe Routes to School Partnership
- Knox Greenways Coalition
- Knox Heritage Ex-Officio Board Member
- Knox Heritage Preservation Advocacy Committee
- Knoxville Board of Zoning Appeals
- Knoxville City Council's Public Property Naming Committee
- Knoxville Greenways Commission
- Knoxville Regional Project Action Coalition
- Knoxville Regional Freight Advisory Committee
- Knoxville Transportation Authority
- Knoxville Tree Board
- Knoxville Utilities Board Pace 10 Partners Council
- Knoxville-Knox County Food Policy Council
- Magnolia Avenue Warehouse District Advisory Committee
- Pioneering Healthier Communities
- PlanET Board of Mayors
- PlanET Equity Team
- PlanET Community Leadership Team
- PlanET Consortium
- PlanET Working Groups
  - Economy and Workforce
  - Environment
  - Healthy Communities
  - Housing and Neighborhoods
  - Transportation and Infrastructure
- Regional Clean Air Coalition
- Safe Routes to School State Network
- Tennessee Model Users Group
- Tennessee Regions Roundtable - Steering Committee
- Together! Healthy Knox – multiple committees
- Transportation Research Board Committee – Strategic Highway Research Program

## **Leadership and Educational Roles**

MPC takes on both leadership and educational roles. Staff attended the following meetings, sometimes to make presentations and other times to keep current on issues and best practices:

- Appalachian Regional Commission's Livable Communities Regional Workshop
- Association of Metropolitan Planning Organizations Annual Meeting
- Bicycling in-service for Knoxville Police Department
- Cumberland Region Tomorrow's Power of Ten Summit
- Drivers' Education Program for Knox County Schools
- Envision Utah's Scenario Planning Workshop
- Greater Knoxville Research Network
- League of Women Voters
- National, state, and local chapter meetings of the American Planning Association
- Preservation training session for Knox Heritage
- Smaller Places Summit – Sustainable Communities Leadership Academy
- State and regional GIS conferences
- Tennessee Section of the Institute of Transportation Engineers Conference
- Travel Model Improvement Program Webinars
- U.S. Green Building Council Southeast Leadership Summit
- U.S. Department of Housing & Urban Development Sustainable Communities and Housing Convention
- Watershed Academy

## Statement of Revenues/Expenditures and Changes in Fund Balance Budget and Actual - General Fund

For the Fiscal Year Ended June 30, 2012

(Audit pending submission by Pugh & Company, P.C.)

|  | Final Budget       | 2012 Actual        | Variance with<br>Final<br>Budget |
|--|--------------------|--------------------|----------------------------------|
| <b>REVENUES</b>                        |                    |                    |                                  |
| Fees and Charges                       | \$435,000          | \$389,160          | (\$45,840)                       |
| Federal Government Grants <sup>1</sup> | \$3,357,400        | \$2,694,509        | (\$662,891)                      |
| State of Tennessee Grants <sup>1</sup> | \$322,600          | \$242,544          | (\$80,056)                       |
| Local Grant Match (other than MPC)     | \$12,000           | \$11,442           | (\$558)                          |
| City of Knoxville                      | 905,000            | 905,000            | 0                                |
| Knox County                            | 646,000            | 646,000            | 0                                |
| Miscellaneous Contracts <sup>2</sup>   | 0                  | 44,307             | 44,307                           |
| <b>Total Revenues</b>                  | <b>\$5,678,000</b> | <b>\$4,932,962</b> | <b>(\$745,038)</b>               |
| <b>EXPENDITURES</b>                    |                    |                    |                                  |
| Salaries and Employee Benefits         | \$2,667,132        | \$2,603,204        | \$63,928                         |
| Contracted Services                    | 2,676,800          | 1,875,668          | 801,132                          |
| Supplies and Materials                 | 120,200            | 84,810             | 35,390                           |
| Other Charges                          | 205,700            | 195,851            | 9,849                            |
| Capital Outlay                         | 13,000             | 10,673             | 2,327                            |
| <b>Total Expenditures</b>              | <b>\$5,682,832</b> | <b>\$4,770,206</b> | <b>\$912,626</b>                 |
| Revenues Over (Under) Expenditures     | (\$4,832)          | \$162,756          | 167,588                          |
| Fund Balance, July 1, 2011             | \$535,536          | \$535,536          | 0                                |
| Fund Balance, June 30, 2012            | \$530,704          | \$698,292          | 167,588                          |

Footnotes:

<sup>1</sup>Eleven grant programs include: FHWA Highway Planning and Construction; FTA Technical Studies; Regional Transportation and Air Quality; Knoxville Smart Trips Program; Knoxville Car Share Program (proposed); TPO Bike Parking Enhancement; Regional Transit Corridors Study; FTA Job Access and Reverse Commute; FTA New Freedom; Sustainable Communities Grant Program / PlanET (pass through City of Knoxville); Knoxville ITS Architectural Study.

<sup>2</sup>Miscellaneous contracts - actuals:

PBA/Knox County Schools PEFA III, \$14,148; Knox County School Board Redistricting, \$6,340; Knox County Commission Redistricting, \$6,340; Knox County Health Department I Walk to School, \$2,250; Knox County Election Commission Maps and Ballot, \$1,323; KAT Trolley Map, \$3,200; KAT Route 44 Map, \$1,198; Cumberland Region Tomorrow, \$7,500; Miscellaneous Billings, \$2,008.

## **ONLINE QUICK REFERENCE**

Metropolitan Planning Commission (MPC)  
[www.knoxmpc.org](http://www.knoxmpc.org)

Knoxville Regional Transportation Planning Organization (TPO)  
[www.knoxtrans.org](http://www.knoxtrans.org)

Plan East Tennessee (PlanET)  
[www.planeasttn.org](http://www.planeasttn.org)

Tennessee Technology Corridor Development Authority (TTCCA)  
[www.knoxmpc.org/ttcca](http://www.knoxmpc.org/ttcca)

Smart Trips  
[www.knoxsmarttrips.org](http://www.knoxsmarttrips.org)

East Tennessee Regional Clean Air Coalition  
[www.etnrCAC.org](http://www.etnrCAC.org)

Great Smoky Mountains Regional Greenways Council  
[www.smokymountainsgreenways.com](http://www.smokymountainsgreenways.com)



