

**Johnson City Metropolitan Planning Organization
Executive Board and Executive Staff Meeting
Thursday December 19, 2013 at 10:00a.m.
Johnson City Transit Center, 1st Floor Training Room
137 West Market Street, Johnson City, TN**

Executive Board Present

Nick Weander for Governor Bill Haslam, State of Tennessee
Angie Carrier for the Honorable Mayor Ralph Van Brocklin, City of Johnson City
Jon Hartman for the Honorable Mayor Alexander, City of Elizabethton
John Deakins for the Honorable Mayor Eldridge, Washington County
Bob Browning for the Honorable Mayor Wolfe, Town of Jonesborough
The Honorable Mayor Humphrey, Carter County

Executive Board Not Present

The Honorable Mayor Lynch, Town of Unicoi

Executive Staff Present

Angie Carrier for Pete Peterson, City of Johnson City
John Deakins, Jr., Washington County Highway Superintendent
Jerome Kitchens, Elizabethton
Eldonna Janutolo, Johnson City Transit
Bob Browning, Town of Jonesborough

Executive Staff Not Present

Jack Perkins, Carter County Highway Department Superintendent
Chris Craig First, TN Development District

Others Attending

Glenn Berry, Johnson City MTPO
Jeff Rawles, Johnson City MTPO
Anthony Todd, City of Johnson City

Summary of Motions Passed:

- **Approved**- minutes from November 21, 2013.
- **Approved**- Resolution 2013-12- Self Certification Resolution.
- **Approved**- Resolution 2013-13- approval of FY 2014-2017 Transportation Improvement Program (TIP)
- **Approved**- Resolution 2013-14- approval of amendment to FY 2014-2015 Unified Planning Work Program (UPWP)

Call to Order: Meeting called to order at 10:05 a.m. by Mr. Deakins representing Mayor Eldridge. A sign-in sheet was passed to each person.

Agenda Item 1: The minutes from the November 21, 2013 meeting were reviewed. Mr. Hartman made a motion for the board to approve the document. Mr. Browning seconded the motion. All approved. Motion carried.

Agenda Item 2: Consider approval of Self-Certification (**Resolution 2013-12**).

Mr. Berry stated that an Executive Board vote was required to approve and endorse the Self Certification Resolution before proceeding to amend the 2011-2014 TIP. The Johnson City MTPO is required by federal law to provide Self Certification that the Johnson City MTPO meets requirements of Title 23 of the Code of Federal Regulations, Section 450.334.

Mr. Browning made a motion for the board to approve. Mr. Deakins seconded the motion. All approved. Motion carried.

Agenda Item 3: Consider approval of FY 2014-2017 Transportation Improvement Program (TIP) **Resolution 2013-13**. Mr. Berry gave an overview of the FY 2014-2017 TIP with specific focus on local projects (non-state) using the MTPO's allocation of Surface Transportation Program (STP-Local) funds. Mr. Berry explained the process for adopting this TIP was an unusually long process this time. Before the TIP was submitted to Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), it was submitted to TDOT for their review and comment. Mr. Berry stated the MTPO addressed all comments and recommendations by TDOT and they concurred it was ready for submission to FHWA and FTA. However, during the review process by FHWA, additional information was requested to be included in the TIP. This, in turn, required additional information to be analyzed and included before FHWA would sign off on the TIP.

Mr. Berry went on to explain the role of the TIP. He stated the TIP "programs" federal funds to be expended on transportation projects during a four year timeframe. He stated before a project can be included in the TIP, it must be in the adopted MTPO 2040 Long Range Transportation Plan or consistent with the plan, before it is eligible for federal funding. He stated this applies not only to state transportation projects using federal funds, but also all local transportation projects, using federal funds. As for the management of projects it is the responsibility of each local jurisdiction to initiate and manage their projects through TDOT.

Mr. Todd then gave an update of traffic signal upgrades for the city of Johnson City. Mr. Todd indicated these were very close to a bid letting for construction. Mr. Berry stated that even though local jurisdictions manage the project they have to follow all federal law and receive a "notice to proceed" from TDOT on various stages of project development. Mr. Berry gave an update on the Indian Ridge Road/St. of Franklin intersection and the project is currently in the ROW phase and the city of Johnson City is in the process of purchasing property for the project. The project will include widening the bridge over CSX railroad to add additional capacity. Mr. Todd stated that the additional capacity was needed to address traffic congestion in this area.

Mr. Todd also gave an update on Mountain View Road traffic circle. He indicated that the project should move to the ROW phase within the early part of 2014, pending approval (notice to proceed) by TDOT.

Mr. Berry gave an update on the new signal projects in Elizabethton. The locations are at Elk Ave/Mill St. and Elizabethton Hwy / Milligan Hwy. Mr. Berry explained these are funded by 100% federal funds.

The next project Mr. Berry introduced was an Adaptive Signal Control for the city of JC. Mr. Todd explained this technology uses roadside detection to help monitor traffic volume and adjust traffic signals based on demand. The system will be designed to adapt in “real-time” to help control congestion in a more efficient manner. Mr. Todd explained if this project functions well, they will extend this project to other areas in the future (adaptive signal phase 2). He stated this project will start once current project underway are completed or near completed.

Mr. Berry introduced the Elk Ave Bridge Repair project. Mr. Berry explained the bridge is in need of repair and the MTPO is including funding to assist in this repair. Mr. Berry explained that Elizabethton did request TDOT to assist with repairs to the bridge. TDOT referred them to the MTPO for funding as they indicated there were no funds available at this time. Mr. Kitchens explained most of the repair were cosmetic at this time, but needs to be completed as soon as possible before structure damage occurred. Mr. Deakins stated repairing cosmetic damages now would be less expensive than structural damages and that the cosmetic damages may be cheaper than the estimates Elizabethton received.

Mr. Berry introduced and explained the Knob Creek Rd extension project. Mr. Berry explained this project had been turned over to the city of Johnson City to manage. The project had been managed and designed by TDOT before the project was turned over to Johnson City. This project is currently funded for the ROW phase and the first stages of the construction phase. Mr. Berry indicated this project will be a long project and explained the funds for ROW were just recently federally obligated. Mr. Berry also said that the City and MTPO will always be looking at any future funds that may become available to help assist this project. He stated this project will take the majority, if not all, of the local STP funds allocated to the MTPO for the next several years, after the current projects are completed. He went on to state the project will be broken into two phases, due to scheduling and funding.

Mr. Berry stated he talked to Phil Pindzola, Public Works Director for the city of Johnson City regarding the Cherokee Elementary School Safe Routes to School project. He indicated that the city would be most likely doing the majority of the work however they made need additional federal funding and therefore, would like to keep the project in TIP with funding from STP-Local funds. Mr. Berry stated the project remained in the TIP and will funds would be available if needed.

Mr. Berry gave an update on the Peoples St./Greenline Rd. traffic circle. Mr. Berry stated this project was pushed back at the direction of the Johnson City Commission to evaluate the effectiveness of the traffic circle at Browns Mill road and is estimated to begin in 2017.

Mr. Berry introduced the 2nd Ave. RR crossing improvements in Jonesborough. Mr. Browning stated Jonesborough had completed their paperwork and were waiting on Norfolk Southern to respond so the project can move forward.

Mr. Berry stated the Johnson City MTPO would be assisting the Johnson City Transit System with funding to purchase replacement buses. He stated the MTPO would be “flexing” local STP funds to FTA funds for the Johnson City Transit system. This process is allowed by Federal Highway Administration; however it requires the funds be designated in the TIP. Ms. Janutolo, Transit Director was present and stated these funds were needed, due to limited FTA and TDOT funds at present.

Mr. Berry next gave an update on the 3 I-26 interchange projects. Mr. Berry stated the Exit 13 project in Gray was awarded for construction and should be moving forward soon. The interchanges at Boones Creek and University Parkway were both still in the Engineering phase.

Mr. Berry stated an electronic copy of the TIP can be found on the MTPO website with detailed information about all projects at: <http://www.jcmtpo.org/tip.html>

Mr. Berry asked Mr. Rawles if there were any public comments on the draft TIP. Mr. Rawles stated the draft TIP had been distributed throughout the region in nine locations, was advertised in the local paper, and made publicly available on the MTPO’s website and followers of the MTPO on Twitter were notified the draft TIP was available for comment. He stated there were no comments from the public.

Mayor Humphrey made a motion for the board to approve. Mr. Browning seconded the motion. All approved. Motion carried.

Agenda Item 4: Approval of FY 2014-2015 UPWP Amendment (Resolution 2013-14)- Mr. Rawles explained this amendment to the Unified Planning Work Program was being made to assist JCT in utilizing professional services to develop the technical specifications and assistance for procurement of new buses for JCT. Mr. Nick Weander, representing TDOT stated the development of bus specifications was an extremely technical task with the specifications often being over an inch thick to meet all Federal Transit Administration requirements and transit buses were not an item that could be purchased from any vendor as the vendor and the busses had to be approved by FTA with the buses actually tested by FTA.

Mr. Berry stated he requested FHWA to review the eligibility of FHWA PL (planning funds not STP funds) to be used for this task. FHWA responded positively to this request by stating this was an eligible use of FHWA Planning funds, as long as it did not comprise the MTPO required responsibilities under federal law. Mr. Berry stated the MTPO had contingency funds for this task and it would not impact the MTPO’s required responsibilities. In addition, Mr. Berry stated, that through the local budget process the required local match was also in the current budget for this task.

Mayor Humphrey made a motion for the board to approve. Mr. Weander seconded the motion. All approved. Motion carried.

Agenda Item 5:

Other Business / Citizens Concerns

No citizens' concerns were raised and Mr. Berry thanked everyone for attending the meeting.

Agenda Item 6:

Mr. Deakins made closing statements, and the meeting was adjourned at approximately 10:55 a.m.