

**Johnson City Metropolitan Planning Organization's
Executive Board Meeting, 10 a.m.
First Tennessee Development District, March 30, 2005**

Board members present

Hon. Mayor Pete Paduch, City of Johnson City – Chair
Hon. Mayor Tobie Bledsoe, Town of Jonesborough –
Hon. Mayor Dale Fair, Carter County
Mr. Charlie Stahl, City of Elizabethton,
Proxy for the Hon. Mayor Janie McKinney – Vice Chair
Ms. Angie Midgett, Tennessee DOT
Proxy for Governor Bredesen

Others present

Ms. Karen Brunelle, FHWA (by phone)
Mr. Bob Brown, Town of Jonesborough
Mr. Anthony Todd, City of Johnson City
Mr. Jim Moody, City of Johnson City
Mr. Jeff Rawles, Johnson City MPO
Ms. Rhonda Grissom, Johnson City MPO

Board members absent

Hon. Mayor George Jaynes, Washington County

Summary of Motions Passed

- Resolution 2005-1, Change Article VII of the Executive Board Bylaws to establish a Quarterly Meeting Schedule.
- Resolution 2005-2, Formation of a Citizens Advisory Committee
- Resolution 2005-3, Town of Jonesborough's Transportation/Community Study
- Resolution 2005-5, Amendments to the Unified Planning Work Program
- Resolution 2005-6, Amendment to the Transportation Improvement Plan, North State of Franklin Signalization Project

Meeting Minutes

Agenda Item 1: Mayor Paduch called the meeting to order at 10 a.m.

Agenda Item 2: Introductions were made. Ms. Grissom, who was hired in October, was welcomed, to her first Board meeting. Ms. Brunelle was present by phone call in.

Agenda Item 3: The minutes from the September 1, 2004 meeting were reviewed. Mayor Paduch made a motion to approve the minutes. Mr. Stahl seconded the motion. All approved. The motion carried.

Agenda Item 4A: The Executive Board was provided a summary of the motions passed by the Executive Staff at the February 2004 meeting. Ms. Grissom mentioned that the Board and Staff meetings were now separate. The Staff would work on issues and then present recommendations to the Executive Board, to reduce the length of Board meetings.

Ms. Grissom stated that we would be going over all the motions made by the Executive Staff except the motion to add new representatives to the Executive Staff. She explained that the addition of the new representatives from rail, freight, and the Human Resources Agency would allow transportation stakeholders more participation in the planning process. She also explained that the Executive Staff has asked that Chris Craig from the First Tennessee Development District be available as a consultant for air quality. Having a consultant for air quality will allow the area to keep its attainment designation.

Agenda Item 4B: Ms. Grissom provided an update on highway projects in the MPO region. The update included: Kingsport Hwy Project was let to Summers-Taylor, Inc. and was expected to be completed in December 2006; Bristol Hwy engineering is underway; Knob Creek Rd/Tunnel - the engineering is underway and the U.S. House of Representatives has approved an earmark of \$500,000 for the project. Lynn Avenue in Elizabethton is also underway.

Mr. Stahl stated that the Elizabethton Connector Project was on hold due to the discovery of seven (7) artifacts; Elizabethton is trying to get the project divided into phases so that some of the project may continue. The Elizabethton Connector project will need realignment.

Mr. Todd gave an update on the North State of Franklin Signalization Project. New arms are going to be installed at the intersections.

Mr. Moody stated that the bridge portion of the SR 75 project has been separated into a separate phase from the rest of the project.

Ms. Grissom mentioned that the U.S. House of Representatives has passed the Transportation Bill and it is now in the Senate.

Ms. Midgett mentioned that the April let contracts list has been sent out. The only project for the Johnson City MPO area on the list was re-striping of portions of I-26.

Agenda Item 5A: Resolution 2005-1 calls for an amendment to Article VII in the bylaws of the Executive Board. Ms. Grissom explained that establishing a quarterly meeting schedule would allow everyone to schedule all the meetings for the year and plan around them. She also explained that all the major MPO documents (UPWP, TIP and LRTP) will be due by April 2006 and that having these meetings scheduled would allow

for her to plan public comment periods before the scheduled meetings and would smooth out the planning process.

Mayor Paduch made a motion to approve the amendment of Article VII, setting the meeting months as February, May, August and November. Dates to be determined later.

Mr. Stahl seconded the motion.

All approved. The motion carried.

Agenda Item 5 B: Resolution 2005-2 calls for the formation of a Citizens Advisory Committee (CAC). Ms. Grissom explained that Federal law requires the planning process include public participation. The formation of the CAC is one way that the MTPO would be meeting those requirements. The CAC would be under the Executive Staff and report directly to them. The CAC would review all the documents that the MTPO put out.

Mayor Paduch suggested having each member of the Board appoint one member to the CAC, instead of two, so the board would be smaller. The number for quorum will also need to be changed.

Ms. Midgett suggested having each member fill out an application to sit on the CAC.

Mr. Moody suggested using a similar process that the City of Johnson City uses to recruit volunteers for boards.

Each Board member will need to have someone in mind to represent them by the May meeting, when appointments should be made.

Mayor Paduch made a motion to approve Resolution 2005-2, with the following changes to the bylaws:

1. Each member of the Board shall appoint one member to the CAC.
2. Each prospective nominee shall fill out an application if interested in serving.
3. The number of CAC members required for a quorum shall one (1) more than half of the total number of members.

Mayor Bledsoe seconded the motion.

All approved. The motion carried.

Mayor Paduch suggested that since a new Mayor for Johnson City would be appointed in May, that the MPO staff should inform him/her of what he/she needs to as the Chair for the MTPO.

Agenda Item 5C: Ms. Grissom explained that she wanted the Board to review the Public Participation Plan before it was put out for a 45 day public review. She also stated

that the MTPO is trying to find someone to review the Spanish part of the plan to make sure it is correct.

Ms. Midgett stated that TDOT and FHWA have just finished a Planning Status Review of all the smaller MPO's in the State of Tennessee. The review team thought that our public participation plan was the best of all the MPO's and should be used as an example by other MPO's.

The Board suggested no changes.

Agenda Item 5 D: Resolution 2005-3 concerned the Jonesborough Transportation/Community Study. The Town of Jonesborough received an EDA grant to do a transportation study along the US Hwy 11-E and SR 81 corridors. The State DOT will be providing part of the match for the EDA grant and the MTPO has been asked to provide the rest of the match. Ms. Grissom recommended that the MTPO provide \$30,000 from Planning Funds.

Mr. Browning further explained the study that would be conducted by Wilbur Smith & Associates. He stated that there had been some discussion about expanding the study into other parts of Washington County.

Mayor Paduch made a motion to approve the resolution.

Mr. Stahl seconded.

All approved. The motion carried.

Agenda Item 5 E: Resolution 2005-4 was to fund a planning study for Washington County, looking at infrastructure and highway needs. There has been some discussion of doing this study in conjunction with the City of Johnson City. The details of what the study would entail are still being reviewed.

Ms. Grissom stated that Washington County had requested that \$15,000 be put in reserve for this study. If passed, the Jonesborough Study and the Washington County Study would be \$45,000.

Mayor Paduch stated that the money could stay in reserve until Washington County had refined its study. He suggested that the resolution be deferred until the County had definite plans for what was to be accomplished.

Mayor Paduch made a motion to defer the resolution.

Mr. Stahl seconded the motion.

All approved. The motion carried.

Agenda Item 5 F: Resolution 2005-5 is for the amendment of the Unified Planning Work Program (UPWP). Ms. Grissom explained that the use of planning funds for the Jonesborough Study would necessitate an amendment to the UPWP. She also stated that since the original amounts of Federal Planning Funds in the UPWP were estimates, and since the new actual amounts were now available, it would be necessary to make amendments to the UPWP.

Ms. Midgett stated that the amendments were necessary because the Transportation Bill has not been passed. She also stated that we needed to add a new task to the UPWP for Jonesborough. She recommended not moving money from reserves and using the extra money for the Jonesborough Study. The \$4,700 left over should be put in a reserve category.

There was a general consensus that the above recommendation from Ms. Midgett be done. Ms. Grissom said she would just change the wording in the resolutions by removing the words Planning Reserves to Planning Funds to reflect the above recommendation if that was ok with the Board. There was a general consensus among the members that changing the wording would be appropriate.

Mayor Paduch made a motion that the resolution be passed with the above mentioned changes.

Mayor Bledsoe seconded the motion.

All Approved. The motion carried.

Agenda Item 5H: Resolution 2005-6 is to amend the Transportation Improvement Program (TIP). Ms. Grissom explained that the original estimate for the North State of Franklin Signalization Project was \$900,000 and that the actual bid was \$1.1 million. In order to cover the difference between the original estimate and the actual cost, it is necessary to take money from unobligated STP funds for the project. Ms. Grissom stated that \$300,000 would cover the difference and also allow for a contingency. Any money not used from the project could be applied to another project through an adjustment, and no amendments would need to be made.

Mayor Paduch questioned the adjustment and the cost of the project. Mr. Todd explained that there is an additional signal that was not included in the original estimate and that fiber cable was being laid.

Ms. Midgett explained that the original estimate was probably done years ago, which is why the cost of the project increased. A nine (9) percent increase should be added to projects yearly to keep the cost estimates up-to-date.

Mr. Todd explained that the extra money over the 1.1 million would act as a reserve in case of other problems with the project. He also mentioned that the project was scheduled to finish in November of this year.

Mayor Paduch made a motion to pass Resolution 2005-6.

Ms. Midgett seconded the motion.

All approved. The motion carried.

Item 5H: Prioritization of Road Projects: TDOT had sent a list of road projects that are currently underway to be prioritized. Ms. Grissom explained that the Technical Committee had looked over the prioritization and recommended the presented ranking.

Ms. Midgett explained that the list of projects given to the MPO were projects that were under development and that any projects under construction were not included.

Ms. Grissom stated that the reason the Knob Creek Tunnel project was ranked last, was because if there were a budget cut, money for the project would not be affected. The money is set aside in an earmark. Ms. Midgett further explained that the money could not be spent on any other project.

Mayor Paduch asked about the VA Project. Mr. Moody stated that Federal Government was funding the project and that the State was administering it. Mr. Todd stated that this was also a special appropriation.

Mayor Paduch made a motion to approve the prioritization schedule as recommended.

Mr. Stahl seconded the motion.

All approved, save Ms. Midgett, who abstained.

Mayor Paduch recommended sending the Board Meeting Minutes to the City Commission. Mr. Moody agreed to do this.

Item 6: There were no matters to be discussed further.

Mayor Paduch adjourned the meeting at 11:15 p.m.

