Executive Board Present
Deborah Fleming for Governor Bill Haslam, State of Tennessee
Angie Carrier for Vice Mayor Carriger, City of Johnson City
Jon Hartman for the Honorable Mayor Alexander, City of Elizabethton
The Honorable Mayor Humphrey, Carter County

Executive Board Not Present
The Honorable Mayor Lynch, Town of Unicoi
The Honorable Mayor Wolfe, Town of Jonesborough
The Honorable Mayor Eldridge, Washington County

Executive Staff Present
Pete Peterson, City of Johnson City
Michelle Stewart for John Deakins, Jr., Washington County Highway Superintendent
Jon Hartman for Fred Edens, Elizabethton
Jane Fillers for Eldonna Janutolo, Johnson City Transit
Glenn Rosenoff for Susan Reid, First Tennessee Development District

Executive Staff Not Present
Jack Perkins, Carter County Highway Department Superintendent
Bob Browning, Town of Jonesborough

Others Attending
Glenn Berry, Johnson City MTPO
Jeff Rawles, Johnson City MTPO
Mike Potter, City of Elizabethton
Anthony Todd, City of Johnson City- Traffic Engineering Manager
Jason Carder, Mattern and Craig Engineering
Donna Bridwell, Johnson City Transit
Kimery Smith, TDOT
Kim Thompson, TDOT
Larry McGoogin, TDOT
Angie Midgett, TDOT
Preston Elliott, RPM
Najmeh Jami, RPM
Summary of Motions Passed:

- Approved minutes from December 14, 2011.
- Approved Self Certification Resolution for the TIP (Resolution 2012-01).
- Approved amendment to the FY 2011-2014 TIP to include funding for I-26 Exit 13 project (I-26 at SR 75 interchange) for the construction phase for FY 2013 (Resolution 2012-02).
- Approved amendment to the FY 2011-2014 TIP to reprogram existing funds for the VA Hospital Connector project for Right of Way (ROW) for FY 2012 (Resolution 2012-03).
- Resolution 2012-03- To approve FY 2013 UPWP was moved to the August 2012 Executive Board meeting.
Meeting Minutes:

**Call to Order:** Meeting called to order at 10:05 a.m. by Ms. Carrier. A sign-in sheet was passed to each person.

**Agenda Item 1:** The minutes from the December 14, 2011 meeting were reviewed. Mr. Hartman made a motion for the board to approve the document. Ms. Fleming seconded the motion. All approved. Motion carried.

**Agenda Item 2:**
Consider approval of Self-Certification Resolution
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 (Resolution 2012-01). The Johnson City MTPO is required by federal law to provide Self Certification that the Johnson City MTPO meets requirements of U.S. Code 23 of the Federal Regulations 450.334. Ms. Fleming noted the Johnson City MTPO complies with the Self Certification Process.

Ms. Fleming made a motion for the board to approve. Mr. Hartman seconded the motion. All approved. Motion carried.

**Agenda Item 3:**
Consider approval of Amendment (Resolution 2012-02) to the FY 2011-2014 TIP to include funding for the I-26 Exit 13 project (I-26 at SR 75 Bobby Hicks Hwy interchange) for the construction phase (CN) for FY 2013.

Mr. Berry informed the Board and Staff his office was notified by the Tennessee Department of Transportation, Programming Division in Nashville, funds were available to be added to the current 2011-2014 Transportation Improvement Program in the amount of $3,800,000 total funds for the construction phase of this project in 2013, with the State of Tennessee providing the local match. Mr. Berry further stated he had contacted the TDOT Project Manager on this project prior to the meeting and they had discussed if the dollar amount for construction was enough to complete the project. He was informed by the Project Manager additional funds would be added at a later date if needed.

Ms. Fleming made a motion for the board to approve the amendment to the TIP. Mr. Hartman seconded the motion. All approved. Motion carried.

**Agenda Item 4:**
Consider approval of Amendment (Resolution 2012-03) to the FY 2011-2014 TIP to reprogram existing funds for the VA Hospital Connector project for Right of Way (ROW) for FY 2012.

Mr. Berry presented this item and informed the Board and staff he had been contacted by TDOT, Office of Local Programs and the TIP needed funds needed to be reprogrammed and the TIP amended for the ROW phase of the project. In discussions he had with Ms. Maria Hunter no new funds were available, however the design was completed and TDOT was now ready to move into the ROW phase. Mr. Berry pointed out additional funds is needed to complete construction and several options were being explored. He stated the City of Johnson City; in an effort to assist the Veterans Affairs Administration, had applied for a Transportation Community and System Preservation Grant earlier this year in the amount of 2 million dollars. When asked how the dollar amount was arrived at he stated this was based
on TDOT’s construction estimate and with a contingency line item added in the cost estimate. He went on to state the TCSP grant was a discretionary program and funds were not guaranteed. Mr. Hartman made a motion for the board to approve. Ms. Carrier seconded the motion. All approved. Motion carried.

**Agenda Item 5:**
Review and recommend approval of the FY 2013 Unified Planning Work Program (UPWP) contingent on satisfactory comments from reviewing agencies (FHWA, FTA, and TDOT)

Mr. Berry informed the Executive Board that the MTPO did receive comments from FHWA, FTA, and TDOT a few days ago. He asked the Executive Board to defer the approval of the UPWP to the August 2012 meeting, so MTPO staff could have adequate time to address all comments

Mr. Hartman made a motion for the board to defer the approval of the FY 2013 to the August 2012 Executive Board meeting. Ms. Fleming seconded the motion. All approved. Motion carried.

**Agenda Item 6:** Review, Discussion, and Endorsement of Several Items Pertaining to the Development of the Region’s 2040 Long Range Transportation Plan (LRTP)

- LRTP Update – Mr. Preston Elliot updated the Board and staff on the Long Range Transportation Plan regarding population projections, land use current and future, and employment projections for the Johnson City MSA and the small area in Sullivan County that was not covered by any Travel Demand Model.

Mr. Berry stated while the Johnson City MSA covers all of Carter, Washington, and Unicoi Counties this was not the JC MTPO Planning Area (MPA). He stated in developing the regional travel demand model a stable structure (geographic boundary) was needed to collect and disseminate data for the travel demand model than the MPA. He went on to state since the Johnson City MTPO staff voluntarily participated in the Traffic Analysis Zone Update program with the U.S. Census Bureau, and they required TAZs be developed for the entire counties it was beneficial to develop the regional model based on the Johnson City MSA. It was also mentioned that it was unforeseen that an urbanized area previously designated in the Bristol Urbanized Area would be removed and classified in the Johnson City Urbanized area. For modeling purposes, the section previously designated to the Bristol UZA was now included in the Johnson City MTPO Travel Demand Model. He stated he had contacted the U.S. Census Bureau regarding why this occurred and the response from the U.S. Census Bureau was they use and automated process based on the Urbanized Area criteria that was published in the federal register. They further stated urbanized areas are reexamined every 10 years and different criteria can be used. Once the criteria has been decided upon and the designations are released there is no appeal process to question the final designation.

After this Mr. Elliot continued to brief everyone on the results of the online survey for the LRTP in PowerPoint presentation. At the end of the presentation Mr. Elliot requested endorsement of the base year and future year Population and Employment controls and projections.

Mr. Hartman made a motion for the board to endorse the assumptions. Mr. Peterson seconded the motion. **All approved. Motion carried.**
Review of Existing Plus Committed (E+C) Projects List (Action – Endorsement)

Before the meeting a list of Existing and Committed Projects was distributed to members for their review and comment. During the review Ms. Fleming questioned if the project noted as “new” should be on the E+C list and had Mr. Robert Rock, at the Tennessee Department of Transportation reviewed the list. Mr. Berry stated the new project was included by the request of the Town of Jonesborough and referred to as the Historic Jonesborough Parkway. After a good discussion everyone agreed it was better to place this project on the “proposed” list of projects and not the E+C project list, since this project was not included in the TIP at this point and while the town of Jonesborough was “committed” to this project it better met the definition of a “proposed” project.

This discussion then lead to a review of the entire E+C list by all members present. At the suggestion of Mr. Peterson, Mr. Elliot marked up E+C list at the meeting, as to what the projects were and should they be on the E+C list or proposed project list. As not to hold up the Travel Demand Modeling process, everyone agreed for Mr. Elliot to send out the revisions made at the meeting and to forward it to Mr. Bob Rock for his review as it related to the travel demand model process. It was noted the Johnson City MTPO area was designated as “Attainment” for air quality by the EPA. It was also pointed out traffic signal projects did not impact the regional travel demand model. It was stated by Mr. Berry that Mr. Rock would review the list to ensure it met TDOT’s guidelines for the Travel Demand Model.

Ms. Fleming made a motion for the board to approve this process. Mr. Peterson seconded the motion. All approved. Motion carried.

After this motion there was a general discussion on the region’s transportation goals, which included maintaining the current transportation system and inclusion of active transportation alternatives (bicycle and pedestrian movements), safety and coordination with Johnson City Transit, the urban public transportation provider, and NET Trans the rural public transportation provider. It was noted from the survey for the Long Range Transportation Plan Update, the public had the perception of increased congestion over the past few years.

At this point Mr. Hartman asked the question of how to address incorporate improvements the City of Elizabethton would like to see on the existing project, SR 91 Extension early in the process. Would this require a Transportation Planning Report or TPR? Specifically Mr. Hartman stated they [City of Elizabethton] would like to request TDOT to analyze the intersection of S.R. 91 / U.S. 321 at S.R. 37 / U.S. 19E near Food City in Elizabethton for improvements since it was in the project limits of S.R. 91 Extension Project. Mr. Berry stated he would write a letter to Mr. John Barrett, TDOT Region I Project Manager for the project and copy Mr. Steve Allen, TDOT Nashville stating the request. Mr. Hartman appreciated the information and looked forward to working with TDOT to resolve issues at this intersection.

Agenda Item 7: Other Business/Citizens concerns. There was no other business or concerns.

Agenda Item 8: Ms. Carrier made closing statements, and the meeting was adjourned at approximately 11:50 a.m.