

**JOHNSON CITY MTPO**  
**Minutes of the Executive Board / Executive Staff Meeting**  
**Thursday, August 23, 2018 at 10:00 a.m.**  
**137 West Market Street, Johnson City, TN**  
**Johnson City Transit Center, Training Room**

**Executive Board Present**

Jon Hartman for the Honorable Mayor Curt Alexander, City of Elizabethton, Acting Chairman  
The Honorable Mayor Irene Wells, Town of Bluff City  
Bob Browning for the Honorable Mayor Chuck Vest, Town of Jonesborough  
Doug Jones for the Honorable Mayor Daniel Eldridge, Washington County  
Michelle Christian for the Honorable Governor Bill Haslam, State of Tennessee  
Doug Jones for John Deakins, Jr., Tennessee County Highway Officials Association

**Executive Board Not Present**

The Honorable Mayor David Tomita, City of Johnson City  
The Honorable Mayor Leon Humphrey, Carter County  
The Honorable Mayor Johnny Lynch, Town of Unicoi

**Executive Staff Present**

The Honorable Mayor Irene Wells, Town of Bluff City  
Daniel Estes, City of Elizabethton  
Bob Browning, Town of Jonesborough  
Jeff Rawles for Eldonna Janutolo, Johnson City Transit  
Doug Jones for John Deakins, Jr., Washington County Highway Department  
Sean Santalla, FHWA – Tennessee Division  
Troy Ebbert, Tennessee Department of Transportation

**Executive Staff Not Present**

M. Denis Peterson, City of Johnson City  
Michael Borders, Town of Unicoi  
Russ Davis, First Tennessee Development District  
Roger Colbaugh, Carter County Highway Department

**Others Attending**

Glenn Berry, Johnson City MTPO  
Mary Butler, Johnson City MTPO  
Randy Busler, TDOT District 17  
Kwabena Aboagye, TDOT  
Matthew Balogh, City of Elizabethton  
Bradley Osborne, Johnson City Transit  
Candace Gump, First Tennessee Development District  
Emily Wood, First Tennessee Development District  
Jason Carder, Mattern & Craig  
Randy Dodson, Mattern & Craig

### Summary of Motions:

- **Approved** – Minutes from April 19, 2018;
- **Approved – Resolution 2018-07** –Approved Self Certification Resolution;
- **Approved – Resolution 2018-08** – Approved Amendment 4 to the Fiscal Year 2017-2020 Transportation Improvement Program to add the construction phase for State Route 91 Extension project and add the construction phase for the Interstate 26 Exit 17 (Boones Creek Road) project;
- **Approved – Resolution 2018-09** – Approved Amendment 5 to the Fiscal Year 2017-2020 Transportation Improvement Program to add residual Section 5316 Job Access funds for Johnson City Transit, add residual Section 5307 funds and add Section 5310 funds for the First Tennessee Resource Agency (NET Trans);
- **Approved – Resolution 2018-10** – Adopted the Fiscal Year 2019 Unified Planning Work Program;
- **Approved – Resolution 2018-11** – Adopted a resolution to support Transit Asset Management Targets.

**Call to Order:** Meeting called to order at 10:10 a.m. by the Acting Chairman, Mr. Jon Hartman.

**Agenda Item 1:** Chairman Hartman proceeded to ask if there were any comments from the public. There were no comments from the public attending the meeting.

**Agenda Item 2:** The minutes from the April 19, 2018 meeting were reviewed.

Mr. Bob Browning made a motion for the board to approve the minutes of the April 19, 2018 meeting. The Honorable Mayor Irene Wells seconded the motion. All approved. **Motion carried.**

**Agenda Item 3:** Consider approval of Self-Certification Resolution

Mr. Glenn Berry reviewed the purpose of the self-certifications and that small urban areas self-certify, in order to pass an amendment to the Transportation Improvement Program. He mentioned that the MTPO had successfully completed their Planning Status Review (PSR), which is conducted by TDOT, last fall.

Ms. Michelle Christian made a motion for the board to approve the Self-Certification Resolution. Mayor Wells seconded the motion. All approved. **Motion carried.**

**Agenda Item 4:** Consider approval of Amendment 4 to the Fiscal Year 2017-2020 Transportation Improvement Program (TIP) to add the construction phase for State Route 91 Extension project and add the construction phase for the Interstate 26 Exit 17 (Boones Creek Road) project.

Mr. Berry went over the State Route 91 Extension project and that the construction phase would be completed on Elk and Broad, in the area near Pal's that narrows into four lanes. Mr. Randy Busler with TDOT Division 17 confirmed Mr. Berry's explanation of the project's scope. Mr. Berry also reviewed the I-26 Exit 17 project and provided a large map of the proposed design. Mr. Troy Ebbert confirmed that the project is scheduled to be let sometime in December or very early next year. Construction should begin in the spring.

Mr. Bob Browning made a motion for the board to approve the TIP amendment. Ms. Christian seconded the motion. All approved. **Motion carried.**

**Agenda Item 5:** Consider approval of Amendment 4 to the Fiscal Year 2017-2020 Transportation Improvement Program (TIP) to add residual Section 5316 Job Access funds for Johnson City Transit, add residual Section 5307 funds and add Section 5310 funds for the First Tennessee Resource Agency (NET Trans).

Mr. Berry summarized the three transit amendments. Johnson City Transit is receiving old Section 5316 Job Access funds from TDOT. Mr. Jeff Rawles verified that JCT did not have to apply for the funding that they received. Mr. Berry also reviewed two new projects for NET Trans, as they are now eligible to received 5307 funds. Mr. Berry explained there was a slight typo in the narrative provided in the agenda. The amount for \$220,000 for NET Trans to receive in residual 5307 funds in the Johnson City Urbanized Area is actually a total of \$216,600. Ms. Candace Gump explained that the total funding that NET Trans received was allocated separately for each urbanized area. This amount for the TIP is allocated for the Johnson City Urbanized Area. Mr. Berry also summarized that NET Trans was also awarded Section 5310 funds to purchase two vans.

Mayor Wells made a motion for the board to approve the TIP amendment. Ms. Christian seconded the motion. All approved. **Motion carried.**

**Agenda Item 6:** Consider approval of adopting the Fiscal Year 2019 Unified Planning Work Program.

Mr. Berry proceeded to show a presentation that outlined several tasks from the current Unified Planning Work Program (UPWP) that have been accomplished in the past year, namely the Metropolitan Transportation Plan. He also highlighted several tasks from the new Fiscal Year 2019 UPWP, of which the most important will be the development of a new TIP. He would also like to see the MTPO partner with the GIS Department at East Tennessee State University.

Mr. Berry also mentioned that the 2020 Census is on the horizon and that it is very important that people get counted. The population numbers from the Census are used in so many ways and can affect funding. Chairman Hartman asked Mr. Berry if the MTPO was considering what will happen if the Census combines the three urbanized areas of Johnson City, Kingsport and Bristol, which currently have boundaries that touch. Mr. Berry explained that he is aware of some of the responsibilities of becoming a Transportation Management Area (TMA) and that the staff of the Johnson City MTPO have been in contact with the Knoxville TPO and the French Broad MPO (Asheville). He asked Mr. Sean Santalla with FHWA, who used to work for an MPO in Florida, to explain how several MPOs can operate in a single urbanized area. Mr. Santalla said that you can have multiple MPOs in an urbanized area; however, if you become a TMA, each MPO would have to meet those extended responsibilities.

Ms. Christian made a motion for the board to approve the TIP amendment. Mayor Wells seconded the motion. All approved. **Motion carried.**

**Agenda Item 7:** Consider adoption of resolution to support Transit Asset Management Targets.

Mr. Berry introduced Ms. Mary Butler, who gave a presentation on Transit Asset Management (TAM) and the roles and responsibilities of transit agencies and MPOs. A handout with updated TAM targets was provided and Ms. Butler explained that these targets had been refined after further consultation with the two transit agencies. At the end of the presentation, Mr. Kwabena Aboagye asked if vehicles that are 100% state funded would need to be counted in the target. Mr. Bradley Osborne stepped in to answer that yes, even state-funded vehicles are to be counted as part of a transit agencies' assets. Ms. Butler wrapped up her presentation by displaying the final targets and asked the Board for their approval of the resolution to support the TAM targets for the region.

Mayor Wells made a motion for the board to approve the TIP amendment. Mr. Browning seconded the motion. All approved. **Motion carried.**

**Agenda Item 8:** Other Business

### ***Crash Analysis Report***

Mr. Berry proceeded to inform the Board that several graduate students studying Geographical Information Systems (GIS) at East Tennessee State University (ETSU) analyzed crash data as part of a class project. Mr. Berry showed a portion of the Cascade Story Map that the students created. The Map is available on the website's home page.

**Adjourn:** There being no further business, the meeting was adjourned at 10:51 a.m.