

Agenda Item 4

Approval of Minutes from May 11 Executive Board Meeting

**Bristol Urban Area Metropolitan Planning Organization
May 11, 2023 - Minutes**

Board Members Present:

Cherith Young – City of Bristol, Tennessee
Mayana Rice – Town of Abingdon, Virginia
Ambre Torbett – Sullivan County, Tennessee (Chair)
Supervisor Phillip McCall – Washington County, Virginia (Vice Chair)
Blake Ailor – Virginia Department of Transportation
Troy Ebbert – Tennessee Department of Transportation

Board Members Absent:

Neal Osborne – Bristol, Virginia

Others Present:

Zack Coleman (FHWA-TN)
Christopher Goodwin (SCHD)
Samantha Farmer (VDOT)
Micah Bray (Bristol, TN)
Taylor Lee (TDOT Local Programs)
Melanie Fleenor (Mtn. Lynx)
Eric Kerney (SCHD)
Calvin Clifton (Mattern & Craig)
Michelle Christian (TDOT)
Luke Meade (Sullivan County)
Jay Detrick (Bristol, VA)

Call to Order

MPO Chair Ambre Torbett called the meeting to order at 1:04 p.m.

Agenda Item 1 – Roll Call

Tyler Gillenwater conducted roll call. A quorum of members was present.

Agenda Item 2 – Unscheduled Comments from the Public

Chair Ambre Torbett asked if there were any comments from the public relating to non-agenda items. There were no comments.

Agenda Item 3 – Approval of Minutes of February 9, 2023

Chair Ambre Torbett moved to Item 3, Approval of minutes from the February 9, 2023 meeting.

Phillip McCall made a motion for the board to approve the minutes of the February 9, 2023 meeting. Troy Ebbert seconded the motion.

All approved. Motion carried.

Agenda Item 4 – Amendment #9 to the FY2020-2023 TIP

Chair Ambre Torbett moved to Item 4, Amendment #9 to the FY2020-2023 TIP.

Presented by Tyler Gillenwater. VDOT requests an amendment to the FY20-23 TIP to add funding to FY23 for the following project groupings: Preventative Maintenance and System Preservation, Traffic and Safety Operations, and Preventative Maintenance for Bridges. In addition, amendments to the TIP require self-certification that the MPO is following all regulations as identified in the Code of Federal Regulations, Title 23, Section 450.336.

Mayana Rice made a motion to approve Amendment #9 to the FY2020-2023 TIP. Phillip McCall seconded the motion.

All approved. Motion carried.

Agenda Item 5 – Amendment #1 to the FY2023-2026 TIP

Chair Ambre Torbett moved to Item 5, Amendment #1 to the FY2023-2026 TIP.

Presented by Tyler Gillenwater. In December 2022 the FY2023-2026 TIP was adopted. At that time, Virginia's project funding was based on the FY21-24 STIP. Amendment #1 to the FY23-26 TIP is to incorporate the projects and funding allocations from the new FY24-27 STIP. In addition, amendments to the TIP require self-certification that the MPO is following all regulations as identified in the Code of Federal Regulations, Title 23, Section 450.336.

Phillip McCall made a motion for the board to approve Amendment #1 to the FY2023-2026 TIP. Mayana Rice seconded the motion.

All approved. Motion carried.

Agenda Item 6 – FY2024-2025 Unified Planning Work Program (Virginia)

Chair Ambre Torbett moved to Item 6, FY2024-2025 UPWP (Virginia).

Presented by Tyler Gillenwater. The Unified Planning Work Program (UPWP) outlines the MPO transportation planning activities for the fiscal year and programs the transportation planning grant funds allocated to the MPO. Planning priorities in the FY2024-2025 UPWP will include the Census 2020 designation of Urban Areas and the impacts to the MPO (i.e., adjustments to the MPO planning boundary and Functional Classification of Highways); development of a multimodal transportation plan; development of a Local Road Safety Plan for the Bristol Metropolitan Planning Area; and commencement of the LRTP 2050 planning process (to begin in FY 2025). With Virginia and Tennessee being on different cycles the VA portion of the UPWP must be adopted before the start of the new fiscal year on July 1, 2023. Virginia also requires an update every year whereas Tennessee requires updates every two years. The UPWP includes a breakdown of funding and subtasks that the MPO will carry out over the next two years.

Phillip McCall made a motion for the board to adopt the Virginia portion of the FY2024-2025 Unified Planning Work Program. Mayana Rice seconded the motion.

All approved. Motion carried.

Agenda Item 7 – Technical Staff Bylaws 1st Reading

Chair Ambre Torbett moved to Item 7, Technical Staff bylaws 1st Reading.

Presented by Tyler Gillenwater and Micah Bray. The Technical Staff is a committee of planning and engineering professionals from various partner jurisdictions and agencies engaged in transportation planning throughout the Bristol Metropolitan Planning Area. The Technical Staff is tasked with reviewing planning projects, documentation, and studies conducted in the Metropolitan Planning Area as well as recommending actions by the Executive Board on agenda items as appropriate. Due to increased planning activity by MPO staff in advance of the next long-range transportation plan update for Horizon Year 2050, MPO staff have prepared recommended amendments to the Technical Staff Bylaws to address bylaw changes that would ease the calling of and conducting of Technical Staff meetings. Troy Ebbert requested Long Range Planning Division to be on the state agency list for TDOT and replace OCT. Blake Ailor requested that for DRPT the Director would be replaced with Transit Planning Manager. Ambre asked if any changes need to be made at the local level. Ambre asked to replace the Highway Commissioner with Operations Manager for the Highway Department.

Phillip McCall made a motion to approve the first reading of the Technical Committee Bylaws. Cherith Young seconded the motion.

Agenda Item 8 –Urban Area Boundary Adjustment Update

Chair Ambre Torbett moved to Item 8, Urban Area Boundary Adjustment Update

Presented by Micah Bray. Preliminary discussion of the 2020 Census Urban Areas. Micah discussed the 2020 census urban area changes and presented tables comparing 2010 census data to 2020 census data, along with several maps comparing the 2010 and 2020 census urban areas. No Board action required.

Agenda Item 9 – TDOT Presentation

Chair Ambre Torbett moved to Item 9, TDOT Presentation

Presented by Troy Ebbert. Troy discussed the NEVI Program that has \$7.5 billion in dedicated funding to expand electric vehicle charger accessibility to all Americans with \$88 million over 5 years to Tennessee. A map was shown with candidate sites that are eligible for this funding. Troy discussed the Carbon Reduction Program that has \$6.4 billion nationally with TN receiving \$139,172,276. The Carbon Reduction Program looks to help fund project to reduce Transportation Emissions. The Bristol MPO receives \$515,023 over the five-year period for Carbon Reduction projects. Troy also discussed the PROTECT Program which Tennessee receives \$158 million in funding over the next five years.

Agenda Item 10 – Other Matters

Chair Ambre Torbett moved to Item 10, Other Matters

Zachary Coleman discussed federal grant programs. Troy discussed resurfacing projects that will be happening in the area. Blake discussed the six-year improvement plan for VDOT. Melanie with Mtn. Lynx discussed transit options that Mtn. Lynx provides. Jay Detrick with Bristol, Virginia informed everyone that they are hiring a new Transit Planner.

Agenda Item 11 – Adjournment:

Chair Ambre Torbett moved to adjourn the meeting at 2:35 PM.