

**JOHNSON CITY MTPO**  
**Minutes of the Executive Board / Executive Staff Meeting**  
**Thursday, August 13, 2015 at 10:00 a.m.**  
**100 West Millard Street, Johnson City, TN**  
**Johnson City Public Library, Jones Meeting Room**

**Executive Board Present**

The Honorable Mayor Irene Wells, Town of Bluff City  
Jon Hartman for the Honorable Mayor Curt Alexander, City of Elizabethton  
The Honorable Mayor Ralph Van Brocklin, City of Johnson City  
Craig Ford for the Honorable Mayor Kelly Wolfe, Town of Jonesborough  
The Honorable Mayor Johnny Lynch, Town of Unicoi  
The Honorable Mayor Leon Humphrey, Carter County  
The Honorable Mayor Dan Eldridge, Washington County  
Nick Weander for Governor Bill Haslam, State of Tennessee  
John Deakins, Jr., Tennessee County Highway Officials Association

**Executive Board Not Present**

**Executive Staff Present**

The Honorable Mayor Irene Wells, Town of Bluff City  
Jerome Kitchens, City of Elizabethton  
M. Denis Peterson, City of Johnson City  
Craig Ford for Bob Browning, Town of Jonesborough  
The Honorable Mayor Johnny Lynch for Larry Rea, Town of Unicoi  
Roger Colbaugh, Carter County Highway Department  
John Deakins, Jr., Washington County Highway Department  
Jeff Rawles for Eldonna Janutolo, Johnson City Transit  
Nick Weander, Tennessee Department of Transportation

**Executive Staff Not Present**

Chris Craig, First Tennessee Development District

**Others Attending**

Glenn Berry, Johnson City MTPO  
Mary Butler, Johnson City MTPO  
Randy Dodson, Mattern & Craig  
Jason Carder, Mattern & Craig  
Anthony Todd, City of Johnson City  
Bradley Osborne, Johnson City Transit  
Matthew Balogh, City of Elizabethton  
Johann Coetzee, City of Elizabethton  
Mike Potter, City of Elizabethton  
Jessica Wilson, Tennessee Department of Transportation  
Crystal Robertson, Northeast Regional Health Office  
Joseph Kusi, Northeast Regional Health Office  
Tony DeLucia, East Tennessee State University

### Summary of Motions Passed:

- **Approved** – Minutes from December 4, 2014.
- **Approved – Resolution 2015-01** – Consider a resolution reaffirming the “Self Certifications and Federal Certifications” for the Johnson City MTPO that must accompany amendments to the Transportation Improvement Program (TIP).
- **Approved – Resolution 2015-02** – Consider approval of amending the Fiscal Year 2014-2017 Transportation Improvement Program (TIP) to move funding from PE / ROW phases to CN phase for the Veterans Affairs Hospital Connector Project.
- **Approved – Resolution 2015-03** – Recommend approval and adoption of the Fiscal Year 2016 Unified Planning Work Program (UPWP).
- **Approved** – Consider amending the By-Laws of the Johnson City MTPO Executive Board and the Executive Staff with new members.

**Call to Order:** Meeting called to order at 10:15 a.m. by the Chairman, Mayor Ralph Van Brocklin.

**Agenda Item 1:** Chairman Van Brocklin proceeded to ask all the individuals present at the meeting to introduce themselves. He asked 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 December 4, 2014 meeting were reviewed.

Mr. Nick Weander made a motion for the board to approve. Mayor Irene Wells seconded the motion. All approved. **Motion carried.**

**Agenda Item 3:** Consider approval of Resolution 2015-01 to reaffirm the “Self Certifications and Federal Certifications” for the Johnson City MTPO that must accompany amendments to the Transportation Improvement Program (TIP).

Mr. John Deakins, Jr. made a motion for the board to approve. Mr. Weander seconded the motion. All approved. **Motion carried.**

**Agenda Item 4:** Consider approval of Resolution 2015-02 to amend the Fiscal Year 2014-2017 Transportation Improvement Program (TIP) to move funding from PE / ROW phases to CN phase for the Veterans Affairs Hospital Connector Project.

Mr. Glenn Berry explained that funds from grants previously awarded for this project, specifically the Transportation, Community and Systems Preservation (TCSP) program and the High Priority Projects (HPP) had been obligated for PE & ROW phase of the VA Hospital Connector Project and that leftover funds from these phases will now be used for the construction phase. These funds were highlighted in the new TIP sheets for the project in the agenda packet and displayed on the meeting room monitors. He went on to state that funds from these two programs were allocated by Congress in previous transportation acts specifically for this project and could not be used for any other projects in the United States, unless Congress passed an Act altering this appropriation. Mr. Berry stated there had been several meetings with the Tennessee Department of Transportation on moving the left over funds to the construction phases and all parties agreed a TIP amendment would be required for the funds to be obligated for construction. Mr. Berry noted this funding, along with funding from the Federal Lands Access Program, were in line with the construction estimates for the project. Mr. Berry did make the comment the actual construction costs would not be known until the bids were received and opened. Chairman Van Brocklin noted the consulting engineer that developed the cost estimate was at the meeting and there was agreement with the cost estimate.

Mayor Johnny Lynch made a motion for the board to approve. Mayor Wells seconded the motion. All approved. **Motion carried.**

**Agenda Item 5:** Consider approval of Resolution 2015-03 to recommend approval and adoption of the Fiscal Year 2016 Unified Planning Work Program (UPWP).

Mr. Berry went over the tasks in the FY 2016 UPWP. He pointed out that the document will need to be updated on page 11 to add the Tennessee County Highway Officials Association and their chosen representative to the list of members of the Executive Board, per a new state law that was passed and went into effect in July. He noted Mr. Johnny Deakins would be representing the Tennessee County Highway Officials Association on the Johnson City MTPO Executive Board and a letter from the association was in the agenda packet along with a copy of the signed state law.

Mr. Berry then went on to review the UPWP, stating the primary focus would be on developing a new Transportation Improvement Program. He stated the current program was valid until 2017. He did point out this was not to be confused with another task in the UPWP, the development of a TIP database application (software) which would be a carryover task from the current UPWP. Mr. Berry stated this would be a web based software application that would track transportation projects in the TIP and be available for member jurisdictions and also provide information to the general public. The software application is a joint venture with the Nashville MPO. It is expected to be available next year. After this Mr. Berry stated the next major priority would be maintenance of the Long Range Transportation Plan which included preparing for the update of the plan that would begin next year. He noted a plan update was a federal requirement and it must be adopted by March 13, 2018.

Mr. Weander made a motion for the board to approve. Mr. Deakins seconded the motion. Mr. Craig Ford, representing Jonesborough, asked if they were voting on the UPWP with the Executive Board recommendation to include the Tennessee County Highway Officials in the document on page 11. Mr. Berry said yes. All approved. **Motion carried.**

**Agenda Item 6:** Consider amending the By-Laws of the Johnson City MTPO Executive Board and the Executive Staff with new members.

Mr. Berry outlined the changes to the By-Laws. He mentioned that Bluff City was already on the Executive Board and that the By-Laws were being amended to officially add the Mayor of Bluff City to the Executive Board and the City Manager to the Executive Staff to reflect these changes. He explained that a new law was passed that directed the Tennessee County Highway Officials Association to choose a representative to serve on the Executive Board. Mr. Berry stated that he received a letter from the Association stating that Mr. Deakins had been chosen by the Tennessee County Highway Officials Association to serve on the Johnson City MTPO Executive Board.

Also, he explained the position of the Director of Local Planning from the First Tennessee Development District was eliminated from the District's budget and since the Office of Local Planning was no longer a standalone agency, but part of the First Tennessee Development District (FTDD), that member would be removed and consolidated with the FTDD representative. Mr. Chris Craig will be the representative of the FTDD. Mr. Berry stated he had met with Ms. Susan Reid before the meeting and she confirmed Mr. Chris Craig would be representing the FTDD at MTPO meetings.

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

**Agenda Item 7:** Presentation on TDOT Multi-Modal Access Policy by Jessica Wilson, TDOT Bicycle and Pedestrian Coordinator and Nick Weander, TDOT Office of Community Transportation.

Ms. Jessica Wilson started the presentation with historical photographs of Johnson City to set the tone that various forms of transportation like bicycles, transit (trolley cars), and even horses and carriages operated in different "modes" thus the term used today "multi-modal." In today's context she pointed out the driving idea behind "multi-modal" transportation in Tennessee was to provide people with "more connections and choices." Ms. Wilson clearly pointed out Tennessee Department of Transportation Multi-Modal Access Policy was not to mandate all roads have bicycle lanes, but rather it was the expectation that full **consideration** of multimodal access will be integrated in all appropriate new construction, reconstruction and retrofit infrastructure projects. She then provided several examples of where bicycle lanes were and were not appropriate.

Mr. Nick Weander then took over the presentation and discussed how land use impacted transportation and gave various examples of connected streets and neighborhoods via the transportation network, which included facilities for pedestrians. He further went on to state if planned properly this could have the impact of reducing vehicle trips with the secondary benefit of improving air quality and personal health through walking. He pointed out land use planning was the critical component to make this work and that “connecting” areas alone was not enough, but development of mixed uses in a neighborhood or area were part of the overall concept. He then provided various photographic examples of areas that did not accommodate all transportation modes and created safety issues for people using the transportation network not designed to meet their needs.

During the presentation he illustrated methods to fund these type of projects, other than federal funds, and gave examples of jurisdictions in Tennessee that had adopted “Complete Streets” policies or resolutions. These jurisdictions included TDOT, Nashville MPO, City of Nashville, City of Knoxville, City of Kingsport, Chattanooga RPA, Chattanooga, town of East Ridge, City of Memphis, and town of Newbern. At the end of the presentation Mr. Weander provided his and Ms. Wilson’s contact information.

There were continued questions ranging from funding to electric golf cars on roadways. Mr. Weander stated that funding was a major issue facing TDOT and that, while all options were on the table, nothing had been decided at this point. He further noted that funding solutions were being discussed at the Commissioner’s level with the Governor and it would most likely be the Governor who would make any proposals on funding solutions. As for electric golf carts on Tennessee highways this would fall under the Tennessee Department of Safety and he stated they would have to meet the state legal requirement before they could operate on the road legally.

**Agenda Item 8:** MTPO Transportation Coordinator - Work Update.

Mr. Berry provided status updates on several items. He stated the MTPO staff is currently revising the Public Participation Plan. Work is approximately 80 percent complete with the review of the State Functional Classification System. Mr. Berry noted they had received the Preliminary Ozone Data for Tennessee and that copies of the information was on the last page of the agenda packet. While the Ozone data readings look good, he stated new Ozone standards are on schedule to be released in October of this year and that could have an impact on the counties currently classified as “attainment” for ozone by the EPA. He addressed a question from a past MTPO meeting about the impact of air quality on industry. During an Air Quality Interagency Consultation conference call (EPA, TDOT, FHWA, MPOs, FTA, TDEC, and others), he noted that Ms. Diane Meyers of EPA, Region IV in Atlanta, had stated the pollutant that affected industry was carbon and those were different standards than ozone.

Next Mr. Berry covered the “Coordinated Public Transit – Human Services Transportation Plan” that was a federal requirement for certain funding categories for transit, specifically “section 5310” funds. It was stated that, in the past, Johnson City Transit had developed the first plan in 2008 and the Johnson City MTPO had updated the plan in 2012 as part of the 2040 Long Range Transportation Plan update for the region. For the next update the Division of Multimodal Resources for TDOT has decided they will expand the area of the plan to cover all counties in the First Tennessee Development District area. While TDOT will contract with a consultant to complete the work, MPOs and transit agencies would be heavily involved in the development of the plan and a work order would be issued soon to the consulting firm, TranSystems, to start the project.

For the next item, Mr. Berry stated the Johnson City MTPO had received a “Ready for Use” letter from FHWA for the update that was just completed for the Johnson City Regional Intelligent Transportation System (ITS) Architecture. He pointed out the Regional ITS Architecture was a guide or road-map for advanced electronic technologies to be considered and deployed in our region depending upon funding. The Regional ITS Architecture was not only a guide for local jurisdictions but also for TDOT, and again, it was a federal requirement to receive federal funding.

And finally, Mr. Berry discussed an upcoming workshop would be scheduled in October to begin working on the next TIP for Fiscal Years 2017-2020.

**Adjourn:** With no further business, Chairman Van Brocklin adjourned the meeting at 11:35 a.m.