

**JOHNSON CITY MTPO**  
**Minutes of the Executive Board / Executive Staff Meeting**  
**Thursday, August 25, 2016 at 9:30 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  
Jerome Kitchens for the Honorable Mayor Curt Alexander, City of Elizabethton  
The Honorable Mayor Clayton Stout, City of Johnson City  
Bob Browning for the Honorable Mayor Kelly Wolfe, Town of Jonesborough  
Roger Colbaugh for the Honorable Mayor Leon Humphrey, Carter County  
The Honorable Mayor Dan Eldridge, Washington County  
Michelle Bradburn for Governor Bill Haslam, State of Tennessee  
John Deakins, Jr., Tennessee County Highway Officials Association

**Executive Board Not Present**

The Honorable Mayor Johnny Lynch, Town of Unicoi

**Executive Staff Present**

The Honorable Mayor Irene Wells, Town of Bluff City  
Jerome Kitchens, City of Elizabethton  
M. Denis Peterson, City of Johnson City  
Bob Browning, Town of Jonesborough  
Roger Colbaugh, Carter County Highway Department  
John Deakins, Jr., Washington County Highway Department  
Jeff Rawles for Eldonna Janutolo, Johnson City Transit  
Michelle Bradburn, Tennessee Department of Transportation  
Joshua Suddath, Tennessee Department of Transportation  
Mike Russell, Tennessee Department of Transportation  
Chris Craig, First Tennessee Development District

**Executive Staff Not Present**

Mike Housewright, Town of Unicoi

**Others Attending**

Glenn Berry, Johnson City MTPO  
Mary Butler, Johnson City MTPO  
Ambre Torbett, Sullivan County  
Randy Beckner, Mattern & Craig  
Link Elmore, City of Johnson City  
Anthony Todd, City of Johnson City  
Tyler Morris, City of Johnson City  
Mike Potter, City of Elizabethton

### Summary of Motions Passed:

- **Approved** – Minutes from May 12, 2016
- **Approved – Resolution 2016-03** – Approval of the Fiscal Years 2017-2018 Unified Planning Work Program
- **Approved – Resolution 2016-04** – Approval of the update to the Public Participation Plan
- **Approved – Resolution 2016-05** – Self-Certification Resolution
- **Approved – Resolution 2016-06** – Approval of amending the Fiscal Year 2014-2017 Transportation Improvement Program (TIP) to add capital funding for Johnson City Transit
- **Approved** – Approval to authorize Mr. Glenn Berry, Executive Secretary, to submit on behalf of the Executive Board a comment to the docket of the Notice of Proposed Rulemaking by the Federal Highway Administration – Metropolitan Planning Organization Coordination and Planning Area Reform

**Call to Order:** Meeting called to order at 9:35 a.m. by the Chairman, Mayor Clayton Stout.

**Agenda Item 1:** Chairman Mayor Stout 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 May 12, 2016 meeting were reviewed.

Mr. John Deakins Jr. 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 2016-03 to adopt the Fiscal Years 2017-2018 Unified Planning Work Program

Mr. Glenn Berry thanked everyone for attending the meeting. He described the tasks that are laid out in the Unified Planning Work Program (UPWP). Several tasks cover the day to day operations of the Johnson City MTPO. One of the biggest tasks is the update to the Long Range Transportation Plan.

Mr. Berry also described a carryover task for an electronic and interactive TIP database. The Nashville MPO is the lead agency on this project and unfortunately he stated there have been delays in the project. It is anticipated that this project will be done in the next month; however, it is unlikely the task will be completed by October 1 and therefore needs to be added to the new 2017-2018 UPWP.

Mr. Berry said the UPWP had been reviewed by TDOT and FHWA/FTA and is ready to be adopted by the board.

Mr. M. Denis Peterson made a motion for the board to approve the resolution to adopt the FYs 2017-2018 UPWP for the Johnson City MTPO. Mr. Deakins seconded the motion. All approved. **Motion carried.**

**Agenda Item 4:** Consider approval of Resolution 2016-04 to adopt the update to the Public Participation Plan

Mr. Berry went over the changes to the Public Participation Plan. He explained that the current document is over ten years old and was updated to meet current regulations. It was rewritten and reorganized for a better flow by Ms. Mary Butler. One of the main changes is the reduction of the number of locations to place physical documents throughout the MTPO area. Over 10 years, no comments have been received by this method. Furthermore, Mr. Berry said he has spoken with staff at these locations to find out that no one has asked to see these documents. Documents will still be available at the MTPO offices and on the website. He also noted that people can access these documents at all local libraries and comment online if they so desire.

Mr. Berry also presented two comments that were received during the 45-calendar day public comment period. One was submitted by Timothy Higgs with the Army Corps of Engineers to update the address for the Corps in Nashville. The second comment was submitted by Jaylon saying "What a pleasure to find someone who thinks through the issues."

Mr. Jerome Kitchens made a motion for the board to approve the resolution to adopt the update to the Public Participation Plan for the Johnson City MTPO. Mayor Dan Eldridge seconded the motion. All approved. **Motion carried.**

**Agenda Item 5:** Consider approval of Resolution 2016-05 to sign Self-Certifications

Mr. Berry stated that these self-certifications are required when making a TIP amendment to assure the federal government that the Johnson City MTPO is following regulations. He explained that since the Johnson City MTPO is classified as a small urbanized area and not a Transportation Management Area as defined by federal law, the Johnson City MTPO was allowed to “self-certify.”

Mr. Berry continued with a discussion about ADA Transition Plans as this has been a recent topic of interest and is part of ADA compliance. He said that since mentioning this in the last meeting, he has followed up with Johnson City, Elizabethton and Jonesborough, and all are working on updating their ADA Transition Plans. Each of these jurisdictions had attended ADA Transition Plan awareness training offered either by TDOT or MTAS.

Mr. Berry read a recent email from Deborah Fleming with TDOT. Ms. Fleming relayed information from FHWA to expect a letter from them outlining their expectations regarding the status of ADA compliance in Tennessee. Further guidance will be provided from the FHWA Tennessee Division regarding this issue.

In the meantime, local jurisdictions can expect to be asked in the future about the status of their ADA Transition Plans and their level of progress. TDOT is preparing a form for local jurisdictions to provide information on the status of their ADA Transition Plans. The form is currently being reviewed by FHWA but will not be distributed until further guidance is provided.

Chairman Mayor Stout asked Mr. Berry to describe what it means to be ADA compliant. Mr. Berry outlined that street projects must update sidewalk wheelchair ramps with a proper slope and include truncated dome heads for the blind. Another example is pedestrian crosswalk signals that vibrate for the deaf to signal when it is time to cross. Mr. Peterson added that ADA Transition Plans must cover a very wide variety of details for all aspects of facilities to be in compliance.

Chairman Mayor Stout made a motion for the board to approve the resolution to sign the Self-Certifications for the Johnson City MTPO. Mr. Bob Browning seconded the motion. All approved. **Motion carried.**

**Agenda Item 6:** Consider approval of Resolution 2016-06 to amend the Fiscal Year 2014-2017 Transportation Improvement Program (TIP) to add capital funding for Johnson City Transit

Mr. Berry proceeded to introduce Jeff Rawles, the assistant director for Johnson City Transit, to describe the amendment to the TIP to add capital funding. Mr. Rawles explained that Section 5307 funding is their normal formula capital funding that they receive each year. They are budgeting funds for replacement parts, along with additional and replacement benches and shelters for bus stops. He also described the Section 5339 funding that is older money that TDOT is redistributing to agencies throughout the state. JCT is budgeting these capital funds for additional transit buses, two in-ground lifts for the maintenance facility and purchasing software that will automate the paratransit service process.

Mayor Wells made a motion for the board to approve the resolution to amend the FYs 2017-2017 TIP for the Johnson City MTPO. Mr. Deakins seconded the motion. All approved. **Motion carried.**

**Agenda Item 7:** Notice of Proposed Rulemaking (NPRM) by Federal Highway Administration – Metropolitan Planning Organization Coordination and Planning Area Reform

Mr. Berry reviewed how the federal legislations and regulations are done. Congress passes legislation and the federal agencies issue regulations. FHWA has issued a notice that they are proposing new regulations, or a Notice of Proposed Rulemaking (NPRM) that will alter how MPOs operate. Mr. Berry expressed his concerns over the proposed regulations. He showed a presentation from the Association of MPOs (AMPO) and outlined that he agreed with their concerns. Some of the concerns include the following: the NPRM is not related to a legislative change by Congress; no documentation of existing coordination problems; could reduce the influence of local voices; and this will complicate performance measurement introduction.

Mr. Joshua Suddath, the manager of the Office of Community Transportation, also mentioned that TDOT staff is against this planning reform. He said that TDOT is also submitting comments to the docket.

Mr. Berry described several ways this proposed rule could impact the Johnson City MTPO. The regional MPOs could be required to produce one long range plan (LRTP) and one TIP. We would be required to work with Virginia on the planning process. Air quality and non-attainment issues could potentially impact projects in the region. He then proceeded to describe recent examples of cooperation between the MPOs in the area. He also mentioned that he had randomly read comments throughout the docket and no one was in support of the reform.

Mr. Peterson asked what the Kingsport MTPO's position on the NPRM was. Mr. Berry noted he had spoken to the Kingsport MTPO and had received a draft letter from them yesterday opposing the NPRM as it was unnecessary and the current legislation was sufficient. Then Mr. Peterson asked what the Bristol MPO's position was on the NPRM and are we still in the Bristol MPO Urbanized Area. Mr. Berry stated he had not been able to reach the Bristol MPO staff at present and that one of their key staff, Mr. David Metzger, is out due to illness, and they were shorthanded at present. He noted there was a transitional period where the Bristol MPO included a section of the Johnson City Urbanized Area, most notably the Bluff City area; however, that transition was now complete and Bluff City was a part of the Johnson City MTPO. Mayor Wells noted they were pleased to be in the Johnson City MTPO and had a project in the new 2017 – 2020 Draft TIP.

Mr. Deakins made a motion for the board to authorize Mr. Berry to submit a comment on the board's behalf to the docket. Mayor Wells seconded the motion. All approved. Motion carried.

**Agenda Item 8:** Update from the Coordinator

Mr. Berry gave a review of some of the transportation projects, namely the access road for the Veterans Affairs Hospital. This road has been added to the Functional Classification System, approved by FHWA and is now eligible for federal funding.

Mr. Berry also went over the upcoming performance measures requirement and how the Johnson City MTPO is preparing to cover the data that will be needed. He described getting access to E-TRIMS, which is the system that the state of Tennessee uses as a database for roads. He also mentioned the system that Johnson City Transit uses to collect ridership data.

Mr. Berry also went over geographic information systems, or GIS, and how they have improved hardware and software in recent years to increase their GIS capabilities. Mr. Berry introduced Mr. Link Elmore, who

was recently hired by Johnson City as the Geospatial Project Manager. Mr. Elmore described his duties for Johnson City and that he reports to an advisory board, of which Mr. Berry is a member.

**Agenda Item 9:** Other Business

Mr. Berry ask if there was any other business items to discuss. Mayor Dan Eldridge requested a meeting with Mr. Pete Peterson of Johnson City, Mr. Bob Browning of Jonesborough, Mr. Johnny Deakins of Washington County and himself to discuss the future of the Knob Creek Road project. He would like to determine whether to move forward together with the project or pull out. This would require funds from the City of Johnson City and Washington County through a bond issue if moving forward. Mr. Peterson and Mayor Stout agreed to meet with the others on this topic; however, no date was set.

**Adjourn:** The meeting was adjourned at 10:20 a.m.