

AGENDA
JOHNSON CITY MTPO
Executive Board / Executive Staff
Wednesday August 15, 2012 at 9:30a.m.
137 West Market Street, Johnson City, TN
Johnson City Transit Center, 1st Floor Training Room

Call to Order

1. Approval of Minutes- (June 6, 2012)
2. Self Certification Resolution
 - **Resolution 2012-05 (Vote Required)**
3. Transportation Improvement Program (TIP)
 - Consider approval of Amendment to the FY 2011-2014 TIP to include road resurfacing project at various locations for Johnson City for FY 2012.
 - **Resolution 2012-06 (Vote Required)**
4. Review and recommend approval of the FY 2013 Unified Planning Work Program (UPWP).
 - **Resolution 2012-07 (Vote Required)**
5. Consider approval of Amendment to the FY 2011-2014 TIP to include 5309 funding for capital expenses for FY 2012 for Johnson City Transit, contingent on satisfactory comments from public review (August 17, 2012)
 - **Resolution 2012-08 (Vote Required)**
6. Update on the Region's 2040 Long Range Transportation Plan (LRTP)
7. Other Business / Citizens Concerns
8. Adjourn

ITEM 1

Approval of minutes from the June 6, 2012 Executive Board & Staff Meeting.

**Johnson City Metropolitan Planning Organization
Executive Board and Executive Staff Meeting,
Wednesday June 6, 2012 at 10:00a.m.
Johnson City Transit Center, 1st Floor Training Room
137 West Market Street, Johnson City, TN**

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 Transportation Improvement Program (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 and this resolution must occur before every TIP amendment. 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, and the State of Tennessee would be providing the local match. Mr. Berry further stated he had contacted the TDOT Project Manager on this project prior to the meeting. He stated 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 Maria Hunter, Office of Local Programs, TDOT Nashville and funds needed to be reprogrammed in the current TIP for this project. The reprogrammed funds would be 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 were needed to complete construction phase of this project 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. The item was deferred until the next meeting.

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, current and future land use, and employment projections for the Johnson City MSA and a small area in Sullivan County.

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), which was a much smaller area. He stated in developing the regional travel demand model a more stable structure (geographic boundary) was recommended to collect and disseminate data for the travel demand model than the MPA. Furthermore, he noted the Travel Demand Forecast Model was a regional model and functioned better with a larger regional area. 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 TAZs had been developed for the entire counties, it was practical to use this structure in the Travel Demand Forecast Model.

Mr. Berry stated it was unforeseen that an urbanized area previously designated in the Bristol Urbanized Area would be removed and reclassified 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 an 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 automated process is run the urban and rural classification are final. There is no appeal process to question the final designations of urban and rural.

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. It was reported by Mr. Berry no comments were received before the meeting. 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. It was understood that while the town of Jonesborough was “committed” to this project it better met the definition of a “proposed” project at this point in time.

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 reviewed the enter E+C list at the meeting with comments. 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 during this discussion 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 Forecast 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 projects, and continued 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. 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.

ITEM 2

Resolution 2012-05 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).

The Johnson City MTPO is required to comply with federal law to “Self Certify” they are following all regulations as identified in U.S. CFR 23 Section 450.334 and an approved certification must be sent with the entire proposed TIP or when it is amended.

This item requires approval from the MTPO Executive Board by vote and accompanying resolution.

**RESOLUTION OF THE EXECUTIVE BOARD OF THE JOHNSON CITY METROPLITAN TRANSPORTATION
PLANNING ORGANIZATION (MTPO) to Re-Affirm the**

“Self-Certifications and Federal Certifications”

WHEREAS, in accordance with the requirements of the U.S. Department of Transportation, the Johnson City MTPO is required to prepare a Transportation Improvement Program (TIP); and

WHEREAS, the Transportation Improvement Program documents a cooperatively developed program of projects scheduled for implementation during the projected four-year period; and

WHEREAS, the Johnson City MTPO has adopted a Long Range Transportation Plan which serves as a guide for the development of the Transportation Improvement Program; and

WHEREAS, the Johnson City MTPO follows the rules, regulations, and requirements of Safe, Accountable, Flexible, Efficient, Transportation Equity Act: a Legacy for Users of 2005 commonly referred to as SAFETEA-LU which requires MPOs under 200,000 to certify they are meeting this requirements through the self-certification process; and

WHEREAS, the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: a Legacy for Users is in effect until September 30, 2012; and

WHEREAS, the Moving Ahead for Progress in the 21st Century transportation act retains the same self-certification requirements and will take effect on October 1, 2012; and

WHEREAS, the Johnson City MTPO does hereby certify that the requirements of U.S. Code 23 of the Federal Regulations 450.334 are met.

NOW THEREFORE, BE IT RESOLVED, that the Executive Board and Executive Staff of the Johnson City Metropolitan Transportation Planning Organization do hereby approve and endorse the following certifications, as set forth in U.S. 23CFR Section 450.334, as to be submitted with the Johnson City MTPO Area FY 2011-2014 Transportation Improvement Program as amended.

SELF CERTIFICATIONS AND FEDERAL CERTIFICATIONS
23CFR 450.334

- (1) 23 USC 134, 49 USC 5303 (Highway and Transit);
- (2) In non-attainment and maintenance areas, section 174 and 176 (c) and (d) of the Clean Air Act, as amended 942 U.S.C. 7504, 7506 (c) and (d) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 200d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, and national origin, sex, or age in employment or business opportunity;
- (5) Section 1101 (b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) Provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 1201 ET. Seq.) and 49 CFR parts 27, 37 and 38;
- (8) The older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender;
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 749) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Chairperson
MTPO Executive Board

Date

Chairperson
MTPO Executive Staff

Date

ITEM 3

Resolution 2012-06 Consider approval of Amendment to the FY 2011-2014 Transportation Improvement Program (TIP) to include road resurfacing project at various locations in Johnson City for FY 2013.

As you all aware the Johnson City MTPO as an organization, receives an annual allocation of Surface Transportation Program (STP) funds. Over the past few years, due to various reasons, the STP balances for the Johnson City MTPO have been growing. Many of these issues have been discussed with TDOT by our members as well as the MTPO staff. These issues were also brought to light in TDOT's "Top Down Review" process and it is our hope, in the long run, this will become less of an issue.

However, in the short term the Johnson City MTPO must spend some of these funds or face losing them. In the past TDOT has been able to protect these funds through their process; however at our last MPO state / staff conference held earlier this year, Mr. Paul Degges stated to all MPOs TDOT was reaching the point where this would no longer be able to protect these unobligated balances..

With this in consideration, we have reviewed projects in our Transportation Improvement Program and identified a project in Johnson City that will take longer than originally anticipated, the Traffic Circle at Greenline Rd, TIP # 2010-04 (Greenline Road and Peoples Street) in Johnson City.

We are proposing to move funds programmed from the construction phase from this project, along with unprogrammed funds in the current Transportation Improvement Program for 2012, to a new resurfacing project in Johnson City. This project would be a continuation / expansion of the resurfacing project that was started with the American Recovery Reinvestment Act of 2009, using Surface Transportation Program funds and requiring a 20 percent local match.

The Johnson City MTPO had three highway projects funding under ARRA, the local section of Lynn Avenue in Elizabethton, the completion of the State of Franklin Multi-Use Trail in Johnson City, and resurfacing streets in Johnson City. Originally, Johnson City had identified several roads for resurfacing, however due to limited funding; only three were able to be resurfaced. Using a portion of our local STP allocation will assist Johnson City in resurfacing some of these additional roads originally identified and that can be completed in a relatively short time frame.

It is extremely important to note the Johnson City Engineering staff has met TDOT's requirements to manage projects with STP funds and have continued to maintain their certifications to do so. They have also successfully demonstrated their capabilities by managing projects funded through the American Recovery and Reinvestment Act of 2009 and completing them in a timely manner which is critical for this particular project.

With these considerations in mind it is recommended the Johnson City MTPO 2011-2014 Transportation Improvement Program (TIP) be amended to include the resurfacing project for Johnson City using the funds programmed in the current TIP from the construction phase of the Traffic Circle for Greenline Road, TIP # 2010-04 in conjunction with programmed funds for FY 2012 for a total amount of approximately 1.8 million dollars. Additionally the MTPO will be developing a new Transportation Improvement Program for 2014-2017 starting this fall and be reviewing all projects and schedules.

This item requires approval from the MTPO Executive Board by vote and accompanying resolution.

**RESOLUTION OF THE EXECUTIVE BOARD OF THE JOHNSON CITY METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION (MTPO) TO AMEND**

**THE 2011-2014 TRANSPORTATION IMPROVEMENT PROGRAM BY INCLUDING RESURFACING PROJECT
AT VARIOUS LOCATIONS FOR JOHNSON CITY FOR FY 2012.**

Whereas, Johnson City Metropolitan Transportation Planning Organization (MTPO) is responsible for programming of funds for Transportation Purposes; and

Whereas, it is the responsibility of the Johnson City MTPO to program these funds for transportation projects in the Transportation Improvement Program (TIP); and

Whereas, the Johnson City MTPO FY 2011-2014 Transportation Improvement Program must be amended to show the addition of the resurfacing project at various locations in Johnson City for FY-2012; and

NOW THEREFORE, be it resolved the Executive Board of the Johnson City Metropolitan Transportation Planning Organization does amend the 2011 – 2014 Transportation Improvement Program to show the addition of resurfacing project at various locations for Johnson City for FY-2012.

MTPO Executive Board, Chairperson

Date

MTPO Executive Staff, Chairperson

Date

ITEM 4

Resolution 2012-07 review and recommend approval and adoption of the FY 2013 Unified Planning Work Program (UPWP).

At the June 6th meeting the Johnson City MTPO had received comments from the Federal Highway Administration, Federal Transit Administration and Tennessee Department of Transportation on the draft Unified Planning and Work Program for the upcoming fiscal year. While there were no major corrections to the UPWP there were several good comments by FHWA/FTA and TDOT that have been addressed and or incorporated into the UPWP.

One question was about the timeframe of the UPWP and had the Johnson City MTPO considered developing at two year UPWP. This is an excellent comment. The Johnson City MTPO has discussed this with TDOT Planning staff and plans on undertaking this task with our next UPWP.

FHWA also noted a tool that could be helpful in transportation planning called INVEST. INVEST is an acronym for “Infrastructure Voluntary Evaluation Sustainability Tool [and] is a practical, web-based, collection of best practices that allow states to integrate sustainability into their transportation projects. The use of the tool is voluntary and can be used by states or other project sponsors to measure the sustainability of their projects.” The latest version of INVEST can be found at: <https://www.sustainablehighways.org/>. Staff will review this tool for use with the in the Johnson City MTPO.

A complete copy of the FY 2013 UPWP can be found at:
http://www.jcmpo.org/UPWP/Draft_UPWP_FY2013.pdf

Changes from the original draft are highlight in yellow.

It is recommended the FY 2013 UPWP be approved and adopted. This requires a Board vote and accompanying resolution.

RESOLUTION OF THE EXECUTIVE BOARD OF THE JOHNSON CITY METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION TO ADOPT THE FY 2013 UNIFIED PLANNING WORK PROGRAM (UPWP)

Whereas, a comprehensive, cooperative, and continuing transportation planning process is to be carried out in the Johnson City Metropolitan Transportation Area; and

Whereas, under Federal Planning Guidelines MPO's are required to submit a Unified Planning Work Program (UPWP) that identifies the transportation planning projects and planning activities to be undertaken by local, regional, and or state agencies for the Johnson City MTPO Area for Fiscal Year 2013; and

Whereas, the various state, local, and regional agencies involved with transportation planning for the Johnson City MTPO Area have cooperatively developed a Unified Planning Work Program for Fiscal Year 2013 ;and

Whereas, it is the function of the Johnson City Metropolitan Transportation Planning Organization to develop and adopt an annual transportation planning work program for the Johnson City MTPO Area; and

NOW THEREFORE, be it resolved by the Johnson City Metropolitan Transportation Planning Organization Executive Board does hereby approve the adoption of the FY 2013 Unified Planning Work Program (UPWP).

MTPO Executive Board, Chairman

Date

MTPO Executive Staff, Chairman

Date

ITEM 5

Resolution 2012-08 Consider approval of Amendment to the FY 2011-2014 TIP to include 5309 funding for capital expenses for FY 2012 for Johnson City Transit, contingent on satisfactory comments from public review (August 17, 2012)

**RESOLUTION OF THE EXECUTIVE BOARD OF THE JOHNSON CITY METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION (MTPO) TO AMEND**

**THE 2011-2014 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO INCLUDE FTA SECTION 5309
FUNDS FOR FISCAL YEAR 2012 FOR CAPITAL EXPENSES**

Whereas, Johnson City Metropolitan Transportation Planning Organization (MTPO) is responsible for programming of funds for Transportation Purposes; and

Whereas, it is the responsibility of the Johnson City MTPO to program these funds for transportation projects in the Transportation Improvement Program (TIP); and

Whereas, Johnson City Transit is including funds under Federal Transit Administration (FTA) Section 5309 Urbanized Area Formula Program for Fiscal Year 2012; and

Whereas, these additional FTA Section 5309 funds will be used for capital expenses; and

Now therefore, be it resolved that the Executive Board of the Johnson City Metropolitan Transportation Planning Organization does amend the 2011 – 2014 Transportation Improvement Program to allow the addition of Section 5309 funds for FY 2012 for Johnson City Transit.

MTPO Executive Board, Chairperson

Date

MTPO Executive Staff, Chairperson

Date

ITEM 6

Update on the Region's 2040 Long Range Transportation Plan (LRTP). RPM will provide an update at the meeting.

ITEM 7

Other Business/Concerns

ITEM 8

Adjourn