



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
NASHVILLE, TENNESSEE 37219

July 8, 1982

Mr. E. G. Oakley
Division Administrator
Federal Highway Administration
Federal Building - U. S. Courthouse
801 Broadway - Room A-926
Nashville, Tennessee 37203

Dear Mr. Oakley:

By his letter dated May 25, 1982, Governor Lamar Alexander concurred with the chief administrative officials of the Johnson City urbanized area in designating the Johnson City Metropolitan Transportation Planning Organization. In addition, an interim prospectus documenting the organization and procedures for transportation planning was attached.

Our office is pleased to forward for your information and files, a copy of the Johnson City Urbanized Area Prospectus as adopted by the MPO Executive Staff and Executive Board on May 26, 1982.

By copy of this letter, we are also forwarding one copy of the Prospectus to the IPG Chairman and to the UMTA Regional Office for their files.

Yours truly,

Harris Tucker

Harris Tucker
Transportation Manager
Transportation Planning Office

/rc

Enclosures

cc: Mr. E. R. Terrell
Mr. W. C. Wallace
Mr. Mal Baird
Mr. James Daves

Mr. Arthur Weathers, IPG w/attachment
Mr. Carl Richardson, UMTA w/attachment
Mr. Jan Richey w/attachment

PROSPECTUS FOR THE
JOHNSON CITY URBANIZED AREA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
Adopted by the Executive Board: May 26, 1982

INTRODUCTION

The Federal Bureau of the Census has designated Johnson City as a new urbanized area, the City of Johnson City and its surrounding area having a population of more than 50,000. Included within this urbanized area are the Cities of Johnson City and Elizabethton, the Town of Jonesboro, and unincorporated portions of Carter and Washington Counties.

ORGANIZATION

The first step in the organization process is the establishment of the Johnson City Urban Area Metropolitan Transportation Planning Organization (MTPO). The Governor of the State of Tennessee, in conjunction with local elected officials, is then asked to concur in the designation of this MTPO as the area's official decision-making body concerning transportation policies. By federal statutes, the MTPO is a forum for cooperative decision-making by principal elected officials of general purpose local government. These officials and the Governor of the State constitute the Executive Board of the MTPO. The following officials shall comprise the Executive Board of the Johnson City Urban Area MTPO:

Governor, State of Tennessee
Mayor, City of Johnson City
Mayor, City of Elizabethton
Mayor, Town of Jonesboro
County Executive, Carter County
County Executive, Washington County

EXECUTIVE BOARD

Overall authority for all MTPO actions and policies is vested in the Executive Board. The Board shall establish by-laws concerning the methods for carrying out the provisions of the continuing, cooperative, and comprehensive planning process in the Johnson City Urbanized Area. In order for the Board to function effectively it shall establish another committee, called the Executive Staff, which shall be responsible for daily administration of all transportation activities.

EXECUTIVE STAFF

The Executive Staff consists of administrative leadership of functional agencies, authorities, commissions, departments, divisions, and bureaus under legislative jurisdiction of the Executive Board. By virtue of position and legislated authority, a representative of each modal administration of the US Department of Transportation is a nonvoting member of the Executive Staff.

The members of the Executive Staff, by virtue of their staff positions, implement transportation policy and procedure and employ their respective staffs to perform required activities. The Executive Staff shall also receive plans, programs, and transportation documentation for review prior to presentation to the Executive Board for final approval. One member of the Executive Staff shall be designated as Chairman. The Executive Staff membership shall be as follows:

City of Johnson City: Director of Planning
City of Elizabethton: City Manager
Town of Jonesboro: Town Administrator
Washington County: Chairman, Washington County Planning Commission
Carter County: County Road Superintendent
First Tennessee-Virginia Development District: Executive Director
Tennessee State Planning Office: Director, Upper East Tennessee Office
State of Tennessee: State Transportation Engineer, TDOT; Executive Director, Bureau of Planning and Development, TDOT; Executive Director, Bureau of Operations, TDOT
Federal Highway Administration: Division Administrator
Urban Mass Transportation Administration: Regional Administrator

MPO AGENCY

The Johnson City Planning Department shall be the local agency designated to carry out the coordination of the transportation requirements for the area. This will be accomplished by appointing a local staff person as the Transportation Planning Coordinator.

MPO TRANSPORTATION PLANNING COORDINATOR

The Coordinator receives direction from the Executive Board through the Executive Staff and disseminates those directions to staff and subcommittees as appropriate. The Coordinator is directly responsible for timely completion of regional analysis, documentation, scheduling meetings, disseminating data to all agencies, complying with requests from public and private agencies, and providing the media with appropriate transportation information.

CITIZEN INVOLVEMENT

It shall be the responsibility of the Transportation Planning Coordinator to obtain citizen participation for specific transportation planning needs. This involvement of the public will take various forms, including workshops, public hearing, conferences, mass media communication, and reports.

AGENCY INVOLVEMENT

Each participating agency responsible for program development and project implementation will prepare its respective program documentation and project schedules for consolidation by the Transportation Planning Coordinator and subsequent review by the Executive Staff and approval by the Executive Board.

Legislation and U.S. Department of Transportation regulations have relaxed requirements of Small Urbanized Areas for Transportation Planning. The level of effort applied should reduce paper-work and make efficient use of planning funds. However, some of these requirements still exist and are as follows:

PLANNING REQUIREMENTS

1. Documentation - The Coordinator is responsible for documenting all meeting proceedings and disseminations to all participants.
2. Unified Planning Work Program - The Unified Planning Work Program (UPWP) is a document identifying all specific work tasks, funding sources, and responsible agencies and is prepared on an annual basis by the Coordinator. Each participant in the process provides the Coordinator a detailed description of tasks to be accomplished, schedule for completion and estimated cost. The UPWP is then approved by the Executive Staff and Board prior to submittal by the TDOT to the U.S. Department of Transportation Intermodal Planning Group for approval. Concurrent review by the A-95 Clearinghouse is also accomplished during the review process.
3. Transportation Improvement Program - The Transportation Improvement Program (TIP) documents the cooperatively developed program of projects selected by the Executive Staff to be advanced to implementation during the program period. This document provides a description of each project, estimated cost, and year in which implementation activity is scheduled. The first year of the 3 to 5 year period is an actual program of projects and is called the Annual Element of the TIP.

4. Transportation System Management - The Transportation Systems Management projects are in keeping with the Federal emphasis on low cost, early implementation projects. The projects can be of various modal studies identified in the UPWP. The projects can include, but are not limited to, improved transit service, traffic operational improvements, minor street improvements to increase capacity, bikeways, pedestrian amenities, fringe parking facilities, or carpooling. These projects must be included in the TIP in order to be implemented.
5. Johnson City Major Route Plan - The Johnson City Transportation Study and Major Route Plan was completed in April 1968. The Elizabethton Transportation Study and Major Route Plan was completed in October 1970. These plans set out a realistic plan of projects to be implemented within a 20-year period as funding is obtained. There is a need to prepare one Long Range Transportation Plan that includes the entire Johnson City Urbanized Area.
6. Johnson City Public Transportation Study - The Johnson City Public Transportation Study was completed in December, 1974. Based on this study, a 12-bus transit system was initiated in October 1979. A study of the impact of new transit service was completed in January 1981. Service reductions were instituted in September 1981. The most important needs of the Johnson City Transit System are an improved maintenance program and a five-year development plan for public transit with emphasis on maintenance equipment and funding sources.
7. Surveillance Activities - Surveillance activities by mode of travel is required and recommended by each Federal modal agency. Such items as traffic volumes, accident data, physical inventory, mapping, parking facilities, airport facilities, and rail facilities should be included.
8. Land Use and Socio-Economic Characteristics - Land use and socio-economic development should be monitored on a continuing basis. The variables used in the equations to generate travel for the Johnson City Transportation Study should be updated periodically.
9. A-95 Review - The Johnson City Planning Department is the coordinating agency for the Johnson City MTPD, and the First Tennessee-Virginia Development District is the local A-95 Review Agency. The A-95 review procedures presently in use between these two agencies will be continued. In addition, the Executive Director of the First Tennessee-Virginia Development District serves as a permanent member of the MTPD Executive Staff.

10. MPO Agreement - An agreement among the Johnson City MPO agencies is required in order to distribute FHWA (Section 112) and UMTA (Section 8) transportation planning funds to local agencies. The funds are spent according to the tasks in the UPWP for each fiscal year. The Bureau of Planning and Development, TDOT will be responsible for preparing this agreement for review and approval of the MPO Executive Staff and Executive Board.



State of Tennessee

LAMAR ALEXANDER GOVERNOR

May 25, 1982

Mr. E. G. Oakley
Division Administrator
Federal Highway Administration
Federal Building - U.S. Courthouse
801 Broadway - Room A-926
Nashville, TN. 37203

Dear Mr. Oakley:

Pursuant to the revised planning requirements as set forth in the Joint Federal Highway Administration/Urban Mass Transportation Administration planning regulations, dated August 6, 1981, we have been working cooperatively with local elected officials in the Johnson City Urbanized Area to establish a Metropolitan Planning Organization (MPO) which, in conjunction with the State Department of Transportation, can carry out the planning requirements.

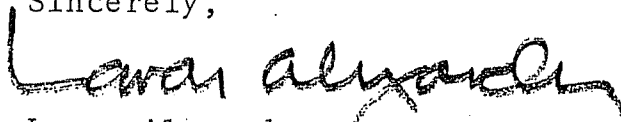
As evidenced by the attached letter from the chief administrative officials of the urbanized area, it is apparent that satisfactory arrangements have been agreed upon for designation of the MPO. Therefore, in order to officially establish organization of the transportation planning program, I am hereby concurring with these administrative officials in the designation of the Johnson City Metropolitan Planning Organization which will constitute the forum for cooperative decision-making by the principal elected officials of general purpose local government in the urbanized area.

Mr. E. G. Oakley
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May 25, 1982

An interim prospectus which documents the organization and procedures for transportation planning in the Johnson City Urbanized Area has been prepared and a copy is attached. The approved Prospectus will be submitted to your office and to UMTA upon adoption by the newly designated Metropolitan Planning Organization.

The continuing assistance provided by your office is sincerely appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Lamar Alexander". The signature is written in dark ink and is positioned above the printed name.

Lamar Alexander

/sc

cc: Commissioner Robert E. Farris, Tennessee Department of
Transportation
Honorable John G. Love, Mayor, City of Johnson City
Honorable Jimmy Neil Smith, Mayor, Town of Jonesboro
Honorable Robert J. Good, County Executive, Washington County
Honorable Richard Sharpin, Mayor, City of Elizabethton
Honorable Don M. Lewis, County Executive, Carter County



CITY OF JOHNSON CITY
TENNESSEE

OFFICE OF THE MAYOR

April 30, 1982

The Honorable Lamar Alexander
Governor of Tennessee
State Capitol
Nashville, TN 37219

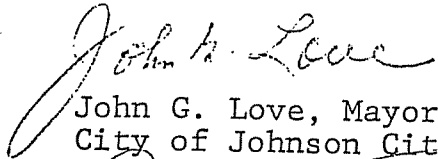
Dear Governor Alexander:


We, the chief elected officials of the Cities of Johnson City and Elizabethton, the Town of Jonesboro, and the Counties of Carter and Washington, concur in the designation of the Johnson City Urban Area Metropolitan Planning Organization. A prospectus describing the MPO, its composition, and functions, is now being prepared for review by local and State officials.

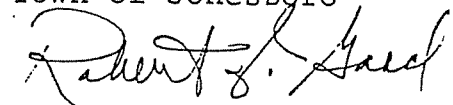
We believe that designation of the MPO will benefit coordination among all parties involved in the transportation planning process and will improve effectiveness in the allocation of available transportation funds.

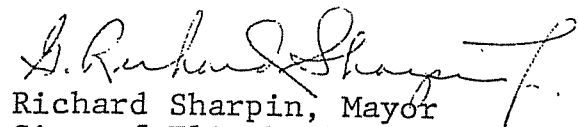
We request your concurrence in the designation of the Johnson City Urban Area Metropolitan Planning Organization.

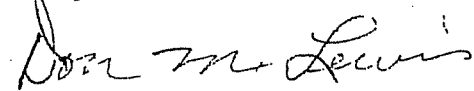
Sincerely,


John G. Love, Mayor
City of Johnson City


Jimmy Neil Smith, Mayor
Town of Jonesboro


Robert J. Good, County Executive
Washington County


Richard Sharpin, Mayor
City of Elizabethton


Don M. Lewis, County Executive
Carter County

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