

**KINGSPORT URBAN AREA  
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
Meeting Minutes for May 27, 2014**

**Bob Clear Conference Room            10:00 A.M.**  
**201 W. Market Street, Kingsport, TN**

**Members Present:**

Jimmy Adkins, John Campbell, Chris Craig, Larry Frost, Duane Miller, Donny Necessary, Jack Qualls, Ambre Torbett, Nick Weander

**Absent:**

None

**Staff Present:**

Bill Albright, Susan Doran, Troy Ebbert, Jeff Fleming, Michael Thompson

**Visitors Present:**

Calvin Clifton – Mattern and Craig  
Brian Johnson, Qk4, Inc.

**Recorder:** Susan Doran

- I.     **Call to Order:** John Campbell called the meeting to order.
  
- II.    **Approval of Minutes:** The minutes of the April 17, 2014 meeting were reviewed. No corrections and/or additions were suggested. A motion was made by Ambre Torbett to approve the minutes and was seconded by Jimmy Adkins. The motion carried unanimously.
  
- III.   **Public Comment:** John Campbell opened the floor for public comments. No comments.
  
- IV.    **New Business:**
  - A.    Amendment of the Current By-Laws of the Executive Board and Replacing the Local Planning Assistance Office with the First Tennessee Development District Local Planning Office as well as Updating the Document with Corrections. Presented by Troy Ebbert. The Executive Board consists of six members that represent our planning region; unfortunately Washington County has no representation at this time. The State Local Planning Office filled this role in until the office was closed. The responsibilities of local community planning were assumed up by the First Tennessee Development District and are now under supervision of Chris Craig. The FTDD can also serve as an at-large for all members within the jurisdiction of the Kingsport MTPO. Susan Reid, Executive Director of the FTDD has accepted the board position and has submitted a letter appointing Chris Craig, Assistant Executive Director & Planning Director to serve as an Executive Board member. A motion was made by Nick Weander to amend the current by-laws and replace the Local Planning Assistance Office with the First Tennessee Development District and was seconded by Ambre Torbett. The motion carried unanimously.
  
  - B.    Approve the 2014-2015 Unified Planning Work Program (UPWP) Virginia Portion. Presented by Bill Albright. The annual adoption of the 2014-2014 Unified Planning Work Program (UPWP) for VDOT. A motion was made by Jimmy Adkins to approve the 2014-2015 Unified Planning Work Program (UPWP) Virginia Portion and was seconded by Nick Weander. The motion carried unanimously.

C. Approve the Planning Process Certification. Presented by Bill Albright. The MTPO is required to certify compliance of the FHWA and FTA planning process because of the expenditure of federal funds. A motion was made by Jimmy Adkins to approve the planning process certification and was seconded by Ambre Torbett. The motion carried unanimously.

D. Schedule Next Meeting. Presented by Troy Ebbert. The next scheduled meeting is Thursday, August 14, 2014.

V. **STAFF REPORTS:**

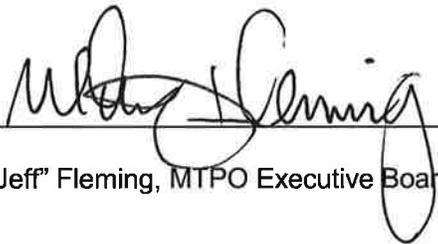
Staff provided updates for various projects.

VI. **PUBLIC HEARING:** John Campbell invited those attending to make comments or ask questions about any and all agenda items, transportation planning issues, activities, and/or projects that pertain to the Kingsport Area Metropolitan Transportation Planning Organization.

VII. **PROCLAMATION RECOGNIZING CHAIRMAN JOHN CAMPBELL**

VIII. **ADJOURNMENT:** There being no other business a motion was made by Larry Frost to adjourn the meeting and was seconded by Jimmy Adkins. The meeting was adjourned at 10:45 a.m.

These minutes were approved upon a voice vote of the Kingsport Metropolitan Transportation Planning Organization during a regular meeting on August 11, 2014 and are hereby certified.

  
\_\_\_\_\_  
Tilden "Jeff" Fleming, MTPO Executive Board Chairman

8/11/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Troy J. Ebbert, MTPO Executive Board Secretary

8/14/14  
\_\_\_\_\_  
Date