

Bill Albright
Transportation Planning Manager

Lesley Phillips
Transportation Planner



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MEMORANDUM

To: Kingsport MTPO Executive Board
CC: Subscribed Interested Parties
From: Bill Albright, Transportation Planning Manager
Lesley Phillips, Transportation Planner
Date: January 27, 2020
Subject: MTPO Executive Board Meeting

Please see the attached agenda for the next meeting of the Kingsport MTPO Executive Board, to be held **Thursday, February 6, 2020 at 1:30 PM, in the Kingsport City Hall Council Room (225 West Center Street, Kingsport, Tennessee).**

There are nine action items:

- **Approval of Minutes from November 7, 2019 Meeting**
- **Election of Executive Board Vice Chair**
- **Adoption of Updated Targets for PM1 – Tennessee**
- **Adoption of Updated Targets for PM1 – Virginia**
- **MOA for TIP Amendments and Modifications**
- **FY20-23 TIP Amendment – Virginia**
- **FY20-23 TIP Amendment – Tennessee**
- **Endorsement of Rock Springs Road Recommendations**
- **Endorsement of Interstate 26 Study Recommendations**

In addition to the agenda items listed above, time will be allotted for public comments, project updates, and general information items as well.

Executive Board members who are unable to attend may designate a proxy in writing to represent you. A sample proxy letter is attached.



AGENDA

**Kingsport MTPO Executive Board
February 6, 2020 at 1:30 PM
Kingsport City Hall – Council Room
225 West Center Street, Kingsport, TN 37660**

1. Executive Board Welcome

2. Approval of Minutes from November 7, 2019 Meeting (Vote Required)

3. Public Comment on Agenda Items

Those wishing to make a comment pertaining to any of the agenda items may do so at this time with a five-minute time limitation. Comments not pertaining to a specific agenda item will be heard at the end of the meeting during the Public Hearing section.

4. Election of Executive Board Vice-Chairman (Vote Required)

Presenter: Bill Albright

Item Summary: The By-Laws of the Kingsport MTPO describe how the membership works, including the Executive Board, officers, staff members, sub-committees, etcetera. While the Chairman is permanent and does not require an annual or periodic election, the position of Vice-Chairman requires annual election. The staff requests that the Executive Board members nominate and elect a Vice-Chairman.

5. Performance Measures (PM1) - Tennessee (Vote Required)

Presenter: Lesley Phillips

Item Summary: In February 2019, the Executive Board voted to adopt TDOT's Safety Performance Targets (PM1) for the five-year reporting period of 2015-2019. These targets are updated annually and will roll ahead one year to cover the reporting period of 2016-2020. Staff recommends the MTPO continue to support TDOT's targets as outlined in the attached resolution.

Recommendation: Approve the Resolution as presented.

6. Performance Measures (PM1) – Virginia (Vote Required)

Presenter: Lesley Phillips

Item Summary: In February 2019, the Executive Board voted to adopt VDOT's Safety Performance Targets (PM1) for the five-year reporting period of 2015-2019. These targets are updated annually and will roll ahead one year to cover the reporting period of 2016-2020. Staff recommends the MTPO continue to support VDOT's targets as outlined in the attached resolution.

Recommendation: Approve the Resolution as presented.

7. MOA for TIP Amendments and Modifications (Vote Required)

Presenter: Lesley Phillips

Item Summary: The Transportation Improvement Program (TIP) may be modified at any time through an Amendment or an Administrative Modification. This Memorandum of Agreement (MOA) between the Kingsport MTPO and TDOT defines what constitutes an Amendment and an Administrative Modification and outlines the process and requirements for each.

Recommendation: Approve signing the MOA for TIP Amendments and Modifications as presented.

8. FY20-23 TIP Amendment – Virginia (Vote Required)

Presenter: Lesley Phillips

Item Summary: The Virginia Department of Transportation has asked the Kingsport MTPO to amend the current TIP to add funds to FY20 for the following project groupings: Maintenance: Preventive Maintenance and System Preservation, Maintenance: Preventive Maintenance for Bridges, and Maintenance: Traffic and Safety Operations.

Recommendation: Approve the Resolution as presented.

9. FY20-23 TIP Amendment – Tennessee (Vote Required)

Presenter: Lesley Phillips

Item Summary: Safety improvements to Hammond Avenue (Mount Carmel) began as a Highway Safety Improvement Program (HSIP) funded project, eligible for 100% Federal funding. However, it was removed from HSIP funding eligibility so MTPO Staff researched other means of funding that would qualify and recommended using Local Surface Transportation Block Grant (STBG) funds in place of the safety funds, allowing the project to proceed. The project was added to the previous TIP by Amendment on July 26, 2018 as a STBG project. The project is eligible for 100% Federal funding and is being managed by TDOT. The project was inadvertently left out of the new FY20-23 TIP. This Amendment will add the construction phase of the project into the FY20-23 TIP with a programmed amount of \$85,000. The PE-N and PE-D phases have already been obligated and there are no ROW expenses anticipated as this is primarily signage, pavement markings, and other safety improvements.

Recommendation: Approve the Resolution as presented.

10. Rock Springs Road (SR-347) Recommendations (Vote Required)

Presenter: Michael Thompson

Item Summary: Improvements to Rock Springs Road (State Route 347) have been studied and planned for several years. After several cross-section options were considered staff from TDOT, the City of Kingsport, and the Kingsport MTPO recently met to discuss the impacts of the proposed cross section. TDOT staff advised that the cross section including the shared-use path would require the purchase of approximately 20 homes along the route. The action before the MTPO Executive Board is to approve a letter drafted and, upon approval of the MTPO Executive Board, will be submitted to TDOT for their approval. This letter requests that the roadway be an improved 2-lane road from Cox Hollow Road to approximately Westfield Drive and the section between Westfield Drive and I-26 have the addition of a center turn lane to accommodate the commercial driveways, Westfield Drive, and Blakely Drive. The major difference from the previous letter sent to TDOT is the absence of the shared-use path. TDOT anticipates that approximately 17 homes would not need to be purchased if the shared-use path is removed from the project. It is also requested that the MTPO STBG funds for the project be reduced from \$2 Million to \$1 Million to allow for the MTPO to pursue a separate project to construct a shared-use path along the south side of Rock Springs Branch, which would be a more context sensitive solution to the bicycle and pedestrian needs for this route.

Recommendation: Approve recommendations and endorse signing/submitting a letter stating the recommendations.

11. Interstate 26 Study Recommendations (Vote Required)

Presenter: Bill Albright

Item Summary: Over the past couple of years TDOT's Long Range Planning Division has initiated studies of several interstates across the state. The reason for these studies includes the desire to address concerns related to congestion, safety, mobility options, and economic development (particularly movement of freight). TDOT indicated "These studies are being conducted as part of TDOT's long range planning goals" and "The Division of Long Range Planning has been tasked with creating a statewide plan to help in planning and determining current and future needs". Included in this list is Interstate 26. As part of the I-26 study process TDOT held a public meeting in Kingsport in early January which was attended by several MTPO Staff and Board members, staff of local agencies, and other interested parties. As a result of the information provided at the meeting by representatives from consultant AECOM, who are conducting the study, MTPO Staff developed a list of items that was felt needed to be addressed, particularly along the Kingsport MTPO portion of I-26. A letter has been written to TDOT identifying these various concerns and recommendations, with a request that these be included in the Interstate 26 study.

Recommendation: Approve recommendations and endorse signing/submitting a letter stating the recommendations.

12. Project Updates

The attached list of projects are either directly linked to MTPO planning work and/or funding or related through local government, TDOT, VDOT, or federal agencies. Questions or comments on these can be addressed at today's meeting or contact MTPO staff for additional information.

13. Public Comments

Members of the public may address the Executive Board with issues related to the region's transportation system. There is a five-minute time limitation per individual and/or topic.

14. Meeting Adjournment

Sample Proxy Letter

Date

I, _____, of _____,
(Print Name) *(Agency)*

Hereby designate _____ to vote as my proxy
(Name of Proxy)

during the _____ meeting of the Kingsport MTPO Executive Board.
(Meeting Date)

Signature

Agenda Item #2 - Approval of Minutes from November 7, 2019 Meeting

KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION EXECUTIVE BOARD

Meeting Minutes for November 7, 2019

City Hall Council Room 1:30 P.M.
225 W. Center Street, Kingsport, TN

Members Present:

Jimmy Adkins, Blake Ailor, Troy Ebbert, Chase Milner, Michael Thompson, Ambre Torbett

Absent:

James Phillips, Josh Russell

Staff Present:

Bill Albright, Susan Doran, Candace Sherer

Visitors Present:

Matthew Cox - VDOT
Randy Dodson – Mattern & Craig
Jason Farmer - TDOT
Marsha Fiol – VDOT
Christopher Goodwin – SCHD
Candace Gump – FTHRA NetTrans
Eric Kerney – SCHD
Rex Montgomery – Bristol MPO
Mike Russell - TDOT

Recorder: Susan Doran

- I. **Call to Order:** Jimmy Adkins called the meeting to order.
- II. **Approval of Minutes:** The minutes of the August 8, 2019 meeting were reviewed. No corrections and/or additions were suggested. A motion was made by Michael Thompson to approve the minutes and was seconded by Blake Ailor. The motion carried unanimously.
- III. **Public Comment:** Jimmy Adkins opened the floor for public comments. No comments
- IV. **New Business:**
 - A. FY20-23 Transportation Improvement Program (TIP). Presented by Bill Albright. The Transportation Improvement Program (TIP) is a 4-year program that lists all highway and public transit transportation projects proposed for funding under Title 23 (highways) and Title 49 (transit) of the US Code or regionally significant transportation projects regardless of funding source. The draft TIP was available for public review and comment from October 11, 2019 through October 25, 2019. The document was updated based on comments received during this period. The updated document was released on October 30, 2019 for an additional eight day review period prior to the November 7, 2019 Executive Board meeting. All local projects in the new TIP have been rolled over from the current TIP. A Memorandum of Agreement for TIP Amendments and Administrative Modifications is currently under development by TDOT and will also be signed as part of the TIP adoption process. Virginia is on a

different TIP schedule. Currently, Virginia projects from the FY17-20 TIP have been included in the new TIP and new Virginia projects will be added in the future by TIP amendment. A motion was made by Blake Ailor to approve the FY20-23 Transportation Improvement Program (TIP) and was seconded by Chase Milner. The motion carried unanimously.

- B. Annual List of Priority Projects.** Presented by Bill Albright. Annually, the Tennessee Department of Transportation (TDOT) requests our input on TDOT-sponsored transportation projects in the Kingsport MPO area to be included in TDOT's Three-Year Work Program. These major projects are managed by TDOT and have traditionally been funded with TDOT resources that are available to the state, whether it be federal or state funds. TDOT has provided a list of projects under consideration for the Three-Year Work Program. TDOT also allows us to add projects for consideration. These are state projects, not local projects. The Kingsport MPO staff proposes the rankings on the spreadsheet provided in the agenda. For informational purposes, the 2018 rankings are also shown; if a project shows NA for the 2018 ranking, it was not on TDOT's list for ranking last year. For ranking purposes, we left the top three the same because these projects have been under development for some time and this is the final phase of the project (construction). For the remainder of the TDOT provided projects, we looked at an estimated time frame for each phase listed and ranked them in order of the estimated schedule. TDOT projects are ranked 1 through 11. The projects we added are ranked 12 through 16. The proposed rankings were emailed to Executive Board members and Technical Coordinating Committee members on October 21 for review/feedback. The Executive Board can choose to accept the proposed rankings or alter them. A motion was made by Michael Thompson to approve the Annual List of Priority Projects as presented and was seconded by Ambre Torbett. The motion carried unanimously.
- C. Kingsport Multimodal Grant Application – Resolution of Support.** Presented by Bill Albright. TDOT Multimodal Access Grants are a state-funded program created to support the transportation needs of transit users, pedestrians, and bicyclists through infrastructure projects that address existing gaps along state routes. These grants are state-funded at 95% with a 5% local match required. The total project cost must not exceed \$1 million and must be located along a state route. In June, the City of Kingsport submitted a Notice of Intent to apply for a Multimodal Access Grant. In August, the city received an invitation to apply for the grant. If received, this grant will be used to construct sidewalks along SR-36/Fort Henry Drive in Colonial Heights from Colonial Heights Road/Lebanon Road to Lakecrest Drive/Green Hills Drive. This grant application requires a letter of support from the MPO. A motion was made by Ambre Torbett to approve the Kingsport Multimodal Grant Application Resolution of Support as presented and to also include the recommendation and coordination with Kingsport Area Transit Service (KATS) and local business and property owners and was seconded by Michael Thompson. The motion carried unanimously.
- D. Annual Federal Funds Obligation Report.** Presented by Bill Albright. Per 23 CFR 450.334, annually the Kingsport MPO is required to publish a list of federal funds (FHWA and FTA) that have been obligated on projects within the MPO area for the previous fiscal year. The list must be made available within 90 days from the end of the program year (September 30). As outlined in the Kingsport MPO Public Participation Plan, this information is published online and is also available for public review in the Kingsport MPO office. Questions on individual projects can be answered by TDOT officials or VDOT officials. No Board action is required.

- E. Bike/Ped Plan. Presented by Bill Albright. On May 9, 2019 the MTPO Executive Board approved proceeding with a new Kingsport Metropolitan Area Bicycle and Pedestrian Plan. A Request for Qualifications was issued. The Statement of Qualifications opened on August 22, 2019 with seven consulting firms responding. A selection committee reviewed the seven submittals and selected the top three respondents. The top three consulting firms have been interviewed. No Board action is required.
- F. 2020 Executive Board Meeting Dates. Presented by Bill Albright. The board members were asked if they preferred pre-scheduled meetings for 2020 or if they preferred meetings to be scheduled as needed when agenda items come up. The board members indicated they would prefer pre-scheduled meetings for 2020. As in the previous year, Kingsport MTPO meetings will be coordinated with Bristol MPO meetings and held on the same day. Those dates for 2020 are February 6, May 7, August 6, and November 5. Meeting time for the Kingsport MTPO Executive Board will be 1:30 p.m. on those dates. Lesley Phillips will send a list of meeting dates to the general mailing list via email.

V. STAFF REPORTS:

Staff provided updates on projects.

- VI. PUBLIC HEARING:** Jimmy Adkins 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. No comments.

- VII. ADJOURNMENT:** There being no other business a motion was made by Blake Ailor to adjourn the meeting and was seconded by Troy Ebbert. The motion carried unanimously.

RESOLUTION BY THE EXECUTIVE BOARD

OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)

**SUPPORTING THE 2016-2020 SAFETY PERFORMANCE MEASURE TARGETS FOR THE STATE OF TENNESSEE AS
ESTABLISHED BY THE TENNESSEE DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Kingsport MTPO is the designated Metropolitan Planning Organization (MPO) for the Kingsport urbanized area in Tennessee and Virginia and is responsible for carrying out a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, in 2012 Congress passed the Moving Ahead for Progress in the 21st Century (MAP-21) that mandated the establishment of a performance and outcome based program for transportation decisions that was carried forward in the Fixing America's Surface Transportation (FAST) Act; and

WHEREAS, a national goal has been established to achieve a significant reduction in traffic fatalities and serious injuries on all public roads; and

WHEREAS, the Safety Performance Management Measures regulations support the Highway Safety Improvement Program (HSIP) and require state DOTs and MPOs to annually set Safety Performance Measure Targets, which apply to all public roads, for five areas including number of fatalities, number of serious injuries, rate of fatalities per 100 million Vehicle Miles Traveled (VMT), rate of serious injuries per 100 million Vehicle Miles Traveled (VMT), and number of non-motorized fatalities and serious injuries; and

WHEREAS, MPOs have 180 days following the establishment and reporting of the State targets in the HSIP Annual Report to make a decision regarding whether to support the state's targets or establish their own targets, and

WHEREAS, the Tennessee Department of Transportation (TDOT) formally reported their Safety Performance Measure Targets to the Federal Highway Administration (FHWA) on August 31, 2019 in their State HSIP Annual Report; and

WHEREAS, the Kingsport MTPO will support TDOT's Safety Performance Measure Targets;

**NOW THEREFORE BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN
TRANSPORTATION PLANNING ORGANIZATION AS FOLLOWS:**

The Kingsport MTPO hereby adopts TDOT's 2016-2020 Targets for all of the required Safety Performance Measures specified in the FAST Act by agreeing to plan and program projects that support the state's established targets as shown in Attachment A.

James Phillips, Chairman
Kingsport MTPO Executive Board

Date

Lesley Phillips
Kingsport MTPO Staff

Date

Attachment A

Tennessee Department of Transportation Safety Performance Targets

Safety Performance Measure Targets were based on a 5 year rolling average (2016-2020) and were reported to FHWA by TDOT on August 31, 2019.

Performance Measure	Anticipated Baseline* 2015-2019	Target 2016-2020
Number of Fatalities	1006.2	1043.4
Fatality Rate	1.294	1.256
Number of Serious Injuries	6988.8	6352.4
Serious Injury Rate	9.016	7.690
Number of Non-Motorized Fatalities and Serious Injuries	499.0	527.2

*The baseline is based on preliminary figures from early 2019. FHWA will determine the final figures in early 2020.

**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
SUPPORTING THE 2016-2020 SAFETY PERFORMANCE MEASURE TARGETS FOR THE COMMONWEALTH OF
VIRGINIA AS ESTABLISHED BY THE VIRGINIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Kingsport MTPO is the designated Metropolitan Planning Organization (MPO) for the Kingsport urbanized area in Tennessee and Virginia and is responsible for carrying out a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, in 2012 Congress passed the Moving Ahead for Progress in the 21st Century (MAP-21) that mandated the establishment of a performance and outcome based program for transportation decisions that was carried forward in the Fixing America's Surface Transportation (FAST) Act; and

WHEREAS, a national goal has been established to achieve a significant reduction in traffic fatalities and serious injuries on all public roads; and

WHEREAS, the Safety Performance Management Measures regulations support the Highway Safety Improvement Program (HSIP) and require state DOTs and MPOs to annually set Safety Performance Measure Targets, which apply to all public roads, for five areas including number of fatalities, number of serious injuries, rate of fatalities per 100 million Vehicle Miles Traveled (VMT), rate of serious injuries per 100 million Vehicle Miles Traveled (VMT), and number of non-motorized fatalities and serious injuries; and

WHEREAS, MPOs have 180 days following the establishment and reporting of the State targets in the HSIP Annual Report to make a decision regarding whether to support the state's targets or establish their own targets, and

WHEREAS, the Virginia Department of Transportation (VDOT) formally reported their Safety Performance Measure Targets to the Federal Highway Administration (FHWA) on August 31, 2019 in their State HSIP Annual Report; and

WHEREAS, the Kingsport MTPO will support VDOT's Safety Performance Measure Targets;

NOW THEREFORE BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION AS FOLLOWS:

The Kingsport MTPO hereby adopts VDOT's 2016-2020 Targets for all of the required Safety Performance Measures specified in the FAST Act by agreeing to plan and program projects that support the commonwealth's established targets as shown in the attached letter/document.

James Phillips, Chairman
Kingsport MTPO Executive Board

Date

Lesley Phillips
Kingsport MTPO Staff

Date

February 6, 2020

Mr. Raymond Khoury, P.E.
State Traffic Engineer
Traffic Engineering Division
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 23219

Dear Mr. Khoury:

Kingsport MTPO submits this letter to the Virginia Department of Transportation (VDOT) to fulfill the March 2016 FHWA final rulemaking (23 CFR 490) for National Performance Measures for the Highway Safety Improvement Program (HSIP) target setting requirements. The Safety Performance rulemaking requires MPOs to agree to contribute to meeting the State DOT safety targets or to establish safety targets for each of the five safety measures including number of fatalities, rate of fatalities per 100 million vehicle miles traveled (VMT), number of serious injuries, rate of serious injuries per 100 million VMT, and number of non-motorized fatalities and non-motorized serious injuries.

The selected methodology and selected targets are outlined below acknowledging acceptance to support the VDOT target, to set a numerical target for each performance measure specific to the MPO planning area, or any combination of these two methods for all five safety performance targets.

By supporting any of the VDOT targets we agree to plan and program projects to contribute toward achieving the State target, and must not only consider safety, but increase the safety of the transportation system. Details of the methodology used to estimate VMT for our MPO area within Virginia for establishing our rate targets is provided in the additional information section below.

Methodology Summary

	VDOT	MPO	If MPO, applicable data analysis method
Number of fatalities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.
Rate of fatalities per 100 million vehicle miles traveled (VMT)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.
Number of serious injuries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.
Rate of serious injuries per 100 million VMT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.
Number of non-motorized fatalities and non-motorized serious injuries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Choose an item.

Additional Information on Methodology

Enter data analysis and summary information here if other method was selected above.

Selected Targets

Future Target Annual Percent Reductions

The MPO may adopt the statewide percentage reductions for 5-year average if desired.

Target Description	*Statewide Target Annual Percentage Reduction	*MPO Target Annual Percentage Reduction
Fatalities	-4.29%	-4.29%
Serious Injuries	0.58%	0.58%
Non-Motorized Fatalities and Serious Injuries	0.64%	0.64%
Vehicle Miles Traveled (VMT)	-1.70%	-1.70%

*A positive value represents a reduction and a negative value represents an increase.

2020 Safety Performance Targets – Kingsport MTPO

The following target values were calculated using the target annual percent reductions:

Target Description	Target Value
Fatalities	1
Fatality Rate	1.14
Serious Injuries	13
Serious Injury Rate	22.58
Non-Motorized Fatalities and Serious Injuries	0

We acknowledge MPO targets are reported to VDOT, and will be made available to FHWA upon request. Our 2020 safety targets are submitted for each performance measure on all public roads within 180 days after the VDOT reported its statewide targets, which falls on February 27, 2020.

For questions or comments, please contact me at LesleyPhillips@KingsportTN.gov and 423-224-2670.

Respectfully,

Lesley Phillips
Kingsport MTPO
Transportation Planner
201 W Market Street
Kingsport, TN 37660

**MEMORANDUM OF AGREEMENT BETWEEN
THE TENNESSEE DEPARTMENT OF TRANSPORTATION
AND
THE KINGSPORT METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION
REGARDING THE DEFINITION AND NEED FOR AMENDMENTS /
ADMINISTRATIVE MODIFICATIONS TO THE STATEWIDE TRANSPORTATION
IMPROVEMENT PROGRAM / TRANSPORTATION IMPROVEMENT PROGRAMS IN
THE STATE OF TENNESSEE**

INTRODUCTION:

The purpose of this Memorandum of Agreement is to establish two categories of actions to meet Federal requirements and streamline the maintenance of the Statewide Transportation Improvement Program/Transportation Improvement Program (STIP/TIP). One category of action is a "STIP/TIP Amendment" and the other is a "STIP/TIP Administrative Modification."

DEFINING THE STIP/TIP:

As detailed in Title 23 Code of Federal Regulations (CFR) Part 450, the STIP is defined in Federal regulations as "a statewide prioritized listing/program of transportation projects covering a period of 4 years that is consistent with the long-range statewide transportation plan, metropolitan transportation plans, and TIPs, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53." All projects and groupings in the STIP and TIPs must list the eligible funding source(s) (e.g., FTA Section program, Surface Transportation Block Grant, etc.). Approval authority over the STIP and all STIP amendments lies with FHWA and FTA.

Per 23 CFR 450.218, the State of Tennessee STIP shall include each metropolitan TIP for each MPO in Tennessee, as approved by the associated MPO and TDOT (as delegated authority from the Governor of the State of Tennessee). Per Federal regulations, TDOT can elect to include the metropolitan TIPs in the STIP directly or by reference, with specific expectations for each option:

- Direct inclusion of the metropolitan TIP – in this situation, TDOT's STIP, as published and approved by FHWA and FTA, will include all projects listed in the approved metropolitan TIP, regardless of project sponsor or funding source. Accordingly, FHWA and FTA will match authorization requests for all projects across the State of Tennessee to the latest approved/amended STIP.
- Inclusion of the metropolitan TIP by reference – in this situation, TDOT's STIP, as published and approved by FHWA and FTA, will make narrative reference to the metropolitan TIPs, as approved by the MPO and TDOT. Accordingly, FHWA and FTA will match all authorization requests for projects in metropolitan areas to the latest approved/amended metropolitan TIP, and all authorization requests for projects in non-metropolitan areas will be matched to the latest approved/amended STIP.

More information on the amendment/administrative modification processes and authorization

requests is available below.

STIP/TIP AMENDMENT:

An amendment is a revision to the STIP/TIP that involves major changes to a project or the overall program and must meet the requirements of 23 CFR §450.216 and §450.326 regarding public review and comment, re-demonstration of fiscal constraint, and transportation conformity. An amendment is required when changes to the STIP/TIP include:

- A major change in the total project cost (excluding groupings) (see discussion on project cost change thresholds with Table A); or
- Adding a new project or deleting a project from the STIP/TIP; or
- A major change of project scope; examples include, but are not limited to, changing the number of through-lanes, adding/deleting non-motorized facilities (i.e. greenways, sidewalks, bike lanes, transfer stations, etc.), changing mode (e.g., rolling stock or facility type for transit, such as light rail cars instead of trolleys, vans instead of buses, etc.), changing capital category (i.e., transit funding added to a CMAQ funded project or CMAQ funding substituted for transit funding), or changing termini; or
- Any change requiring a new regional air quality conformity finding (including a grouping); or
- Moving funds between a Metropolitan Planning Organization (MPO) TIP and STIP unless a written agreement exists between the MPO and the Tennessee Department of Transportation (TDOT) that such an action may be processed as an administrative modification; or
- Moving funds between an MPO's TIP and another MPO's TIP unless a written agreement exists between each MPO and TDOT that such an action may be processed as an administrative modification.

AMENDMENT DOCUMENT AND APPROVAL PROCEDURES:

The STIP/TIP may be amended at any time, but amendments require Federal approval and redetermination of STIP/TIP fiscal constraint and air quality conformity, where applicable. TDOT will review each TIP amendment, approve its inclusion in the STIP, and submit the amendment to the appropriate Federal Agency. The Federal Agencies will independently review and respond to a formal written request for amendment approval from TDOT within 10 business days of receipt.

Documentation:

The MPO will send the following documentation to TDOT:

- Electronic correspondence describing the action taken and requesting review and approval of the proposed amendment;
- A copy of the original and amended TIP pages;

- Documentation supporting:
 - Fiscal constraint,
 - Interested parties' participation (i.e., public involvement, stakeholder involvement, and consultation),
 - Air quality conformity (in non-attainment and/or maintenance areas only), and
 - Required MPO certifications, including the MPO Self-Certification with a current date; and
 - The resolution adopting the amendment.

For financial transactions, the MPO must identify in the documentation the origin and destination of the funds being moved.

Regardless of whether the metropolitan TIP is included directly or by reference into the STIP, both the MPO and TDOT (through authority delegated by the Governor of Tennessee) must approve any TIP amendment including State managed projects before transmittal to FHWA/FTA for inclusion in the STIP. FHWA and FTA still retain authority over the inclusion of any amendments into the STIP, whether the TIP is included directly or by reference. In both cases, TDOT shall send the above-described documentation to FHWA/FTA for review and approval of the TIP amendment, along with a current Self-Certification for the STIP.

When FHWA or FTA approves an amendment, the appropriate approving agency will send to TDOT and the MPO:

- The original amendment review request,
- The original supporting amendment documentation, and
- Letter documenting FHWA's or FTA's approval.
- For transit projects, the Multimodal office should work with the Program Development and Scheduling office to ensure that any amendments are included in the updated STIP.

Amendment documentation will conform to the correspondence standards outlined in Appendix A.

STIP/TIP ADMINISTRATIVE MODIFICATIONS:

A STIP/TIP administrative modification is a minor change from the approved STIP/TIP. Administrative modifications must be consistent with 23 CFR Part 450, but they do not require public review and comment, or a conformity determination in non-attainment or maintenance areas. STIP/TIP administrative modifications are defined as follows:

- A minor change in the total project cost (see Table A)
- A minor change in project description that does not change the air quality conformity finding in maintenance and/or non-attainment areas; or
- A minor change in project description/termini that is for clarification and does not change the project scope such as a length change for reasonable transition purposes or to correct minor clerical errors or discrepancies; or
- Shifting funds between projects or groupings within the STIP/TIP (i.e., funding sources

and projects already identified in the STIP/TIP) if the change does not result in a cost increase greater than the amendment threshold (see Table A) for the total project cost of all phases shown within the approved STIP/TIP; or

- Adding an amount of funds already identified in the STIP/TIP for the current or previous year(s) if:
 - The funds are currently identified in the STIP/TIP either in an existing project or as available funds and
 - The change does not result in a cost increase greater than the amendment threshold (project cost change thresholds listed in Table A) for the total project cost of all phases shown within the approved STIP/TIP; or
- Moving project phases or funding from year to year within an approved STIP/TIP, except those that cross air quality horizon years of the project; or
- Adding any phase (if total project cost includes all phases), such as environmental or location study, preliminary engineering, right-of-way, or construction to a project in the STIP/TIP so long as such a change does not result in a cost increase greater than the amendment threshold (see Table A) for the total project cost of all phases shown within the approved/amended STIP/TIP; or
- Changes required to follow FHWA or FTA instructions as to the withdrawal of funds or re-establishment of funds withdrawn at the request of FHWA or FTA; or
- Moving funds between similarly labeled groupings, regardless of percent of change, or adding or removing a project(s) to or from an already established grouping; or
- Adjustments in revenue to match actual revenue receipts; or
- Adding a project with 100% state or non-federal funding for all phases that does not change the air quality conformity finding in maintenance and/or non-attainment areas; or
- Adding or changing a funding source, as long as the change does not result in a cost increase greater than the amendment threshold (see Table A);

ADMINISTRATIVE MODIFICATION DOCUMENT PROCEDURES:

Administrative modifications do not require Federal approval. Accordingly, no interested parties' participation or air quality conformity is required. TDOT and the MPOs will work cooperatively to address and respond to any FHWA and/or FTA comment(s). FHWA and FTA reserve the right to question any administrative action that is not consistent with Federal regulations or with this MOA. Administrative modifications made to TDOT-sponsored projects in the TIP will be requested by TDOT through notification to the MPO upon submission of the administrative modification to FHWA/FTA. The MPO will make the changes to funding tables, and project sheets as needed without the need for distribution.

Documentation:

The MPO will send the following documentation to TDOT for locally-sponsored projects:

- Electronic correspondence describing the action taken;
- A copy of the original and modified TIP pages.

For financial transactions, the MPO must identify in the documentation the origin and destination of the funds being moved. Administrative modification documentation will conform to the correspondence standards outlined in Appendix A.

AUTHORIZATION:

FHWA and FTA match project authorization requests to the STIP/TIP prior to approving a request for project authorization. Therefore, all administrative modifications and amendments must be processed to completion prior to TDOT requesting federal authorization approvals. For projects in MPO areas TDOT must ensure FHWA and FTA receipt of documented notification that the respective MPO has accounted for the administrative modification unless TDOT has a formal agreement with the respective MPO stating otherwise.

In the FMIS authorization request, TDOT shall provide the most recent amendment and administrative modification numbers affecting the project in the "STIP Reference" field or in the "State Remarks" if additional space is required.

PROJECT COST CHANGE THRESHOLDS:

For changes to the cost of projects (excluding groupings and reductions of any amount provided project length, termini, and description remain the same), a sliding scale (see Table A) is outlined to determine which category of revision is required. All measurements for these cost changes will be made from the last approved STIP or STIP amendment/administrative modification to account for incremental changes.

TABLE A

Total programmed funding within the approved STIP/TIP	Amendment	Administrative Modification
Up to \$2 million	≥75%	< 75%
\$2 million to \$15 million	≥50%	< 50%
\$15 million to \$75 million	≥40%	< 40%
\$75 million and above	≥30%	< 30%

PROJECT PHASE OVERRUNS AND UNDERRUNS:

Project overruns and underruns for previously authorized phases of projects in a previous TIP will not be programmed in the current TIP. If the phase of the project is in the current TIP then the rules of this document will apply; however, if the phase of the project was authorized in a previous TIP no action will be necessary within the current TIP. If a project programmed in a grouping incurs an overrun or underrun from a previously authorized phase, no TIP action will be needed. Any request for authorization of a new

phase will need to follow the rules within this document.

- If a project is being closed out but incurs an overrun, it will not require an amendment or administrative modification.

PROJECT GROUPINGS:

The use of project groupings is permitted under 23 CFR §450.218(j) for projects located in the non-metropolitan portion of the STIP and 23 CFR §450.326(h) for projects in an MPO's TIP. Projects that are funded by such groupings are to be of a scale small enough not to warrant individual identification and may be grouped by function, work type, and/or geographic area using the applicable classifications under 23 CFR §771.117(c) and (d) and/or 40 CFR part 93. Project groupings may only include projects that meet the following conditions: non-regionally significant, environmentally neutral, and exempt from air quality conformity. As appropriate, in instances where it is uncertain if specific project(s) meet those conditions in air quality nonattainment or maintenance areas, the sponsoring agency, in coordination with the MPO, must consult with the appropriate Interagency Consultation group (IAC) to determine whether the specific project(s) proposed to be included with the grouping are subject to the requirements of 40 CFR 93.

The STIP/TIP will include a description of all grouping categories, eligible activities, and sufficient financial information to demonstrate the projects that are to be implemented using current and/or reasonably available revenues. The MPO will develop the grouping categories and eligible activities included within the STIP/TIP in consultation with TDOT. All TDOT-sponsored projects located within an MPO area must be included in the MPO's TIP, including those projects that are eligible for grouping. Therefore, projects eligible for groupings that are located within the MPO planning area may be grouped within the MPO's TIP or listed individually in the MPO's TIP, but may not be included in the STIP.

PROJECTS IN RURAL/URBAN AREAS AND PROJECTS IN TWO (2) OR MORE MPOs

All projects that cross the MPO boundary and include an area outside of the MPO boundary will be programmed in the TIP only.

In instances where a project is in two (2) or more MPO planning areas, the affected MPOs will consult and coordinate as to which MPO is most impacted by the project, taking into consideration project limits, air quality conformity requirements, regional significance, etc. The MPO most impacted will program the project in its TIP and include it in the demonstration of fiscal constraint. The other MPO(s) will reference the project in its TIP for informational purposes. In instances where the MPOs are unable to reach an agreement, TDOT will facilitate a consultation process with the affected MPOs, TDOT, and FHWA/FTA.

CONSULTATION PROCESS:

The MPO will consult with TDOT and the appropriate approving agency (i.e., FTA for transit projects and FHWA for highway projects) on the suitable category of action when the proposed change to the STIP/TIP does not clearly fall into the category of a "STIP/TIP Amendment" or a

"STIP/TIP Administrative Modification" or the proposed change involves extenuating circumstances. Consultations will suspend the formal 10 business day review period for "STIP/TIP Amendments" until a resolution is established. The MPO also will consult with the appropriate approving agency prior to adding new non-formula or specialized federal funds (such as BUILD program funds) to a project to determine if the addition of the funds would warrant an amendment.

PROCESS REVIEW:

The MPO and TDOT will review this agreement in conjunction with each Statewide Planning Finding or when STIP/TIP management procedures are substantively changed (e.g., implementation of an electronic STIP/TIP). The focus of the review is to verify the appropriate use of the agreed-to amendment and administrative modification processes and consistency with Federal regulations.

We, the undersigned, approve this Memorandum of Agreement. This Agreement will become effective upon approval of signature by all parties, and will remain in effect as long as each agency agrees to and abides by the conditions set forth in this document. This Agreement may be amended at any time, but revisions will require signature by all parties. Any signatory to this Agreement may propose amendment to the agreement at any time.

All prior agreements and correspondence related to the definition and need for amendments or administrative modifications to STIP/TIPs are voided with the execution of this agreement.

SIGNATURES:

James Phillips, Chairman
Kingsport MTPO Executive Board

Date

Commissioner
Tennessee Department of Transportation

Date

APPENDIX A: CORRESPONDENCE STANDARDS

All amendment and administrative modification correspondence will be submitted to TDOT's Program Development and Scheduling Office. The MPO will submit the correspondence and documentation to STIP.Requests@tn.gov and the Program Monitor in the Program Development and Scheduling Office responsible for the TDOT Region in which the MPO is located.

Amendment Documentation:

Amendment documentation will be grouped in a single electronic document with the naming convention, "Amendment [X] ([Project#])", where [X] identifies the amendment's sequential identifier and [Project #] represents the unique project number(s) of the program element(s) being amended.

Email correspondence will use the naming convention, "Amendment [X], [Organization]" in the subject line where [X] identifies the amendment's sequential identifier and [Organization] represents name of the organization (MPO) submitting the amendment. The body of the email or cover letter/project description within the packet will include all applicable information as needed such as: amendment number, PIN, STIP/TIP ID, project sponsor, location of project, route, termini, project description, funding type (e.g., STBG, 5310), length, and description of amendment. Correspondence will include ccs to the appropriate representatives within TDOT's Long Range Planning Division and/or Multimodal Resources Division.

Modification Documentation:

Modification documentation will be grouped in a single electronic file and use the naming convention, "Modification [X] ([Project#])", where [X] identifies the administrative modification's sequential identifier and [Project #] represents the unique project number(s) of the program element(s) being modified.

Email correspondence will use the naming convention, "Modification [X], [Organization]" in the subject line where [X] identifies the administrative modification's sequential identifier and [Organization] represents name of the organization (MPO) submitting the administrative modification. The body of the email or cover letter/project description within the packet will include all applicable information as needed such as: modification number, PIN, STIP/TIP ID, project sponsor, location of project, route, termini, project description, funding type (e.g., STBG, 5310), length, and description of amendment. Correspondence will include ccs to the appropriate representatives within TDOT's Long Range Planning Division and/or Multimodal Resources Division.

**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
AMENDING THE KINGSPORT AREA FY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM**

TIP AMENDMENT #1

WHEREAS, the Kingsport Metropolitan Transportation Planning Organization (MTPO) is the designated Metropolitan Planning Organization (MPO) for the Kingsport urbanized area in Tennessee and Virginia and is responsible for carrying out a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, the Kingsport MTPO is responsible for programming funds for transportation projects in the Transportation Improvement Program (TIP); and

WHEREAS, the Kingsport Area FY 2020-2023 TIP is a document that continually evolves and needs amended; and

WHEREAS, the Executive Board of the Kingsport MTPO wishes to amend the FY 2020-2023 TIP by adding funds to FY20 for the following Virginia project groupings: Maintenance: Preventive Maintenance and System Preservation, Maintenance: Preventive Maintenance for Bridges, and Maintenance: Traffic and Safety Operations as identified and detailed in the attached TIP pages for Amendment #1; and

WHEREAS, TIP amendments comply with the requirements of the Kingsport MTPO's Public Participation Plan; and

WHEREAS, the Kingsport MTPO staff used criteria from Federal Metropolitan Transportation Planning regulations found in 23 CFR 450.316 and 450.326 to ensure compliance, and

WHEREAS, in accordance with requirements of the U.S. Department of Transportation, amendments to the Transportation Improvement Program are to receive final approval from the Executive Board of the local Metropolitan Transportation Planning Organization.

NOW THEREFORE BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION AS FOLLOWS:

The proposed amendment to the Virginia portion of the Kingsport Metropolitan Transportation Planning Organization FY 2020-2023 Transportation Improvement Program, which shall be known as TIP Amendment #1, is hereby approved as presented.

James Phillips
Chairman, Executive Board

Date

Lesley Phillips
Kingsport MTPO Staff

Date

METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.336, the Kingsport Metropolitan Transportation Planning Organization and the Virginia Department of Transportation hereby certify that the metropolitan transportation planning process is addressing major issues facing the Kingsport, TN-VA urbanized area, and is being carried out in accordance with the following requirements:

- I. 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304 (Highways and Transit).
- II. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000 d-1) and 49 CFR part 21.
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.
- IV. Section 1101 (b) of the FAST-Act (Pub. L 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT-funded projects.
- V. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts.
- VI. Provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq) and 49 CFR parts 27, 37, and 38.
- VII. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended, 42 U.S.C. 7504, 7506 (c) and (d), and 40 CFR part 93.
- VIII. 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.
- IX. Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender.
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

James Phillips, Chairman Kingsport MTPO Executive Board	Date
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Lesley Phillips	Date
Kingsport MTPO Staff	

D.A. "Donny" Necessary, Jr. Date
Bristol District Administrator
Virginia Department of Transportation

Kingsport MPO

Project Groupings

GROUPING		Maintenance : Preventive Maintenance and System Preservation				
PROGRAM NOTE		Funding identified to be obligated districtwide as projects are identified.				
ROUTE/STREET					TOTAL COST	
	FUND SOURCE	MATCH	FY18	FY19	FY20	FY21
CN	Federal - NHS/NHPP	\$0	\$0	\$0	\$8,194,023	\$0
	Federal - STP/STBG	\$0	\$3,460,781	\$2,835,024	\$2,837,003	\$3,605,146
CN TOTAL		\$0	\$3,460,781	\$2,835,024	\$11,031,026	\$3,605,146
MPO Note		TIP AMD to update FFY20 planned obligations based on revised projected revenue. Add \$8,194,023 (NHPP) & \$2,837,003 STP/STBG				

Kingsport MPO

Project Groupings

GROUPING		Maintenance : Preventive Maintenance for Bridges				
PROGRAM NOTE		Funding identified to be obligated districtwide as projects are identified.				
ROUTE/STREET					TOTAL COST	
	FUND SOURCE	MATCH	FY18	FY19	FY20	FY21
CN	Federal - BR	\$0	\$1,258,691	\$1,031,102	\$0	\$1,311,197
	Federal - NHS/NHPP	\$0	\$0	\$0	\$1,000,000	\$0
	Federal - STP/STBG	\$0	\$2,438,021	\$1,997,193	\$6,826,507	\$2,539,722
CN TOTAL		\$0	\$3,696,712	\$3,028,295	\$7,826,507	\$3,850,919
MPO Note		TIP AMD to update FFY20 planned obligations based on revised projected revenue. Add \$6,826,507 (STP/STBG) & \$1,000,000 (NHPP)				

Kingsport MPO

Project Groupings

GROUPING		Maintenance : Traffic and Safety Operations				
PROGRAM NOTE		Funding identified to be obligated districtwide as projects are identified.				
ROUTE/STREET					TOTAL COST	
	FUND SOURCE	MATCH	FY18	FY19	FY20	FY21
CN	Federal - STP/STBG	\$0	\$1,121,531	\$918,743	\$10,818,796	\$1,168,315
MPO Note		TIP AMD to update FFY20 planned obligations based on revised projected revenue. Add \$10,818,796 (STP/STBG)				

**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
AMENDING THE KINGSPORT AREA FY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM**

TIP AMENDMENT #2

WHEREAS, the Kingsport Metropolitan Transportation Planning Organization (MTPO) is the designated Metropolitan Planning Organization (MPO) for the Kingsport urbanized area in Tennessee and Virginia and is responsible for carrying out a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, the Kingsport MTPO is responsible for programming funds for transportation projects in the Transportation Improvement Program (TIP); and

WHEREAS, the Kingsport Area FY 2020-2023 TIP is a document that continually evolves and needs amended; and

WHEREAS, the Memorandum of Agreement between the Tennessee Department of Transportation and the Kingsport MTPO outlines the requirements to amend the TIP; and

WHEREAS, the Executive Board of the Kingsport MTPO wishes to amend the FY 2020-2023 TIP by adding local project KPT-2018-020 (Hammond Avenue – Mount Carmel) as identified and detailed in the attached TIP pages for Amendment #2; and

WHEREAS, TIP amendments comply with the requirements of the Kingsport MTPO's Public Participation Plan; and

WHEREAS, the Kingsport MTPO staff used criteria from Federal Metropolitan Transportation Planning regulations found in 23 CFR 450.316 and 450.326 to ensure compliance, and

WHEREAS, in accordance with requirements of the U.S. Department of Transportation, amendments to the Transportation Improvement Program are to receive final approval from the Executive Board of the local Metropolitan Transportation Planning Organization.

NOW THEREFORE BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION AS FOLLOWS:

The proposed amendment to the Tennessee portion of the Kingsport Metropolitan Transportation Planning Organization FY 2020-2023 Transportation Improvement Program, which shall be known as TIP Amendment #2, is hereby approved as presented.

James Phillips
Chairman, Executive Board

Date

Lesley Phillips
Kingsport MTPO Staff

Date

METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION

In accordance with 23 CFR 450.336, the Kingsport Metropolitan Transportation Planning Organization and the Tennessee Department of Transportation hereby certify that the metropolitan transportation planning process is addressing major issues facing the Kingsport, TN-VA urbanized area, and is being carried out in accordance with the following requirements:

- I. 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304 (Highways and Transit).
- II. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000 d-1) and 49 CFR part 21.
- III. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.
- IV. Section 1101 (b) of the FAST-Act (Pub. L 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT-funded projects.
- V. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts.
- VI. Provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq) and 49 CFR parts 27, 37, and 38.
- VII. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended, 42 U.S.C. 7504, 7506 (c) and (d), and 40 CFR part 93.
- VIII. 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.
- IX. Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender.
- X. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

James Phillips, Chairman Date
Kingsport MTPO Executive Board

Lesley Phillips Date
Kingsport MTPO Staff

Ronnie Porter, Director Date
TDOT Program Development & Administration Division



NEW PAGE

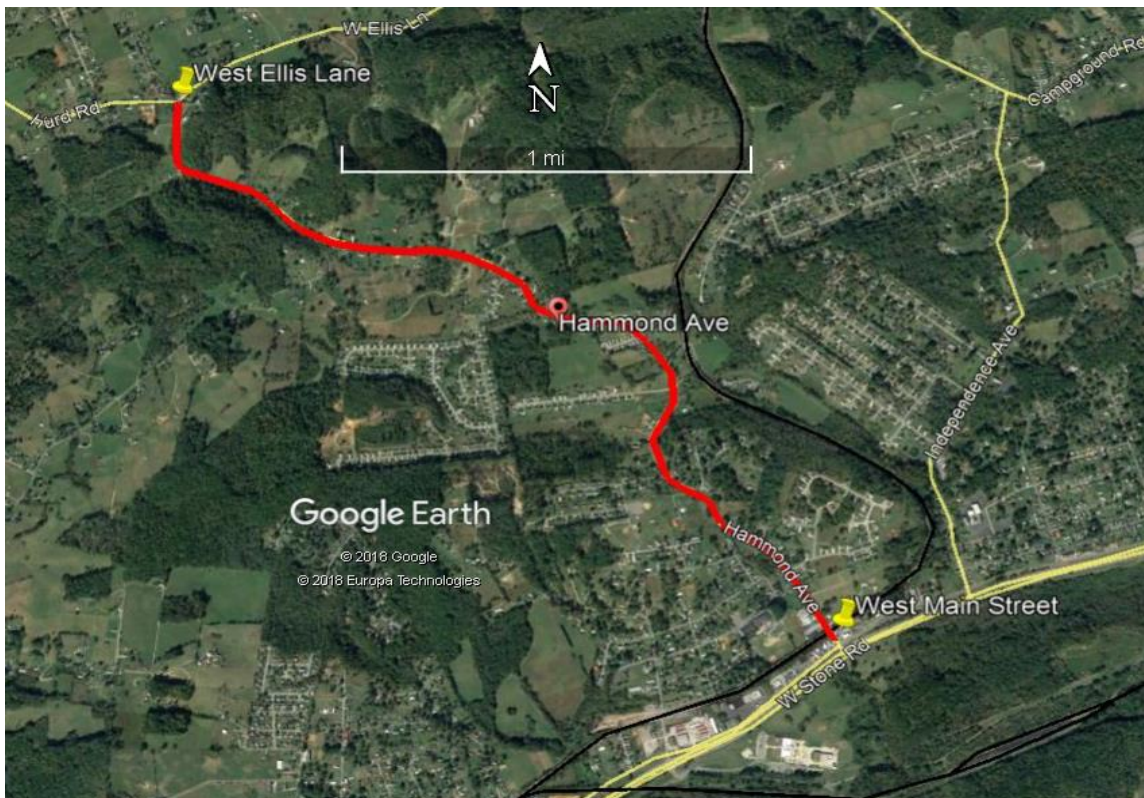
TIP #	KPT-2018-020	TDOT PIN / VA UPC	128231.00	Priority		Lead Agency	TDOT
County	HAWKINS	Length	2.5 miles	LRTP#	4-52 & 7-1	Conformity Status	
Route/Project Name	HAMMOND AVENUE					Total Project Cost	\$95,000
Termini or Intersection	WEST MAIN STREET TO WEST ELLIS LANE						
Project Description	SAFETY IMPROVEMENTS INCLUDING SIGNAGE, PAVEMENT MARKINGS, GUARDRAILS, AND OTHER ITEMS ELIGIBLE FOR 100% FEDERAL REIMBURSEMENT						

Fiscal Year	Phase	Funding Type	Total Funds	Fed Funds	State Funds	Local Funds
FY-20	CONST	L-STBG	\$85,000	\$85,000	\$0	\$0

Remarks

Amendment # 2 Admin Modification #

L-STBG funds obligated previously - PE-N = \$5,000 (FY19) and PE-D = \$5,000 (FY20)
 TIP Amendment #2 - Add project to FY20-23 TIP (inadvertently left out) and increase total project cost by \$35,000



Beg. Balance STBG (local): \$8,830,089

Kingsport MTPO FY 2020 - 2023 TIP Highway Funding Summary

Tennessee Highway Totals for FY20

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$93,750	\$84,375	\$9,375	\$0	\$0	\$93,750	\$0
HSIP-R	\$425	\$383	\$43	\$0	\$0	\$425	\$0
NHPP	\$445,000	\$356,000	\$89,000	\$0	\$0	\$445,000	\$0
STBG (State)	\$8,487,500	\$6,790,000	\$1,697,500	\$0	\$0	\$8,487,500	\$0
STBG (Local)*	\$8,586,830	\$6,869,464	\$80,000	\$1,637,366	\$1,960,625	\$1,446,018	\$3,406,643
O & M (Local)	\$17,560,000	\$0	\$0	\$17,560,000	\$0	\$17,560,000	\$0
Totals:	\$35,173,505	\$14,100,222	\$1,875,918	\$19,197,366	\$0	\$28,032,693	\$3,406,643

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY21

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$78,125	\$70,313	\$7,813	\$0	\$0	\$78,125	\$0
HSIP-R	\$350	\$315	\$35	\$0	\$0	\$350	\$0
NHPP	\$210,000	\$168,000	\$42,000	\$0	\$0	\$210,000	\$0
STBG (State)	\$575,000	\$460,000	\$115,000	\$0	\$0	\$575,000	\$0
STBG (Local)*	\$1,500,000	\$560,000	\$0	\$940,000	\$2,846,643	\$1,446,018	\$4,292,661
O & M (Local)	\$17,735,600	\$0	\$0	\$17,735,600	\$0	\$17,735,600	\$0
Totals:	\$20,099,075	\$1,258,628	\$164,848	\$18,675,600	\$2,846,643	\$20,045,093	\$4,292,661

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY22

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$46,875	\$42,188	\$4,688	\$0	\$0	\$46,875	\$0
HSIP-R	\$150	\$135	\$15	\$0	\$0	\$150	\$0
NHPP	\$2,140,000	\$1,712,000	\$428,000	\$0	\$0	\$2,140,000	\$0
STBG (State)	\$3,850,000	\$3,080,000	\$770,000	\$0	\$0	\$3,850,000	\$0
STBG (Local)*	\$2,500,000	\$2,000,000	\$0	\$500,000	\$2,292,661	\$1,446,018	\$3,738,679
O & M (Local)	\$17,912,956	\$0	\$0	\$17,912,956	\$0	\$17,912,956	\$0
Totals:	\$26,449,981	\$6,834,323	\$1,202,703	\$18,412,956	\$2,292,661	\$25,395,999	\$3,738,679

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY23

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$31,250	\$28,125	\$3,125	\$0	\$0	\$31,250	\$0
HSIP-R	\$75	\$68	\$8	\$0	\$0	\$75	\$0
NHPP	\$105,000	\$84,000	\$21,000	\$0	\$0	\$105,000	\$0
STBG (State)	\$37,500	\$30,000	\$7,500	\$0	\$0	\$37,500	\$0
STBG (Local)*					\$3,738,679	\$1,446,018	\$5,184,697
O & M (Local)	\$18,092,085	\$0	\$0	\$18,092,085	\$0	\$18,092,085	\$0
Totals:	\$18,265,910	\$142,193	\$31,633	\$18,092,085	\$3,738,679	\$19,711,928	\$5,184,697

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

** surplus or deficit represents the MTPO's objective to maintain fiscal constraint for projects and funding designated within the Kingsport MTPO area

Beg. Balance STBG (local): \$8,830,089

Kingsport MTPO FY 2020 - 2023 TIP Highway Funding Summary

Tennessee Highway Totals for FY20

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$93,750	\$84,375	\$9,375	\$0	\$0	\$93,750	\$0
HSIP-R	\$425	\$383	\$43	\$0	\$0	\$425	\$0
NHPP	\$445,000	\$356,000	\$89,000	\$0	\$0	\$445,000	\$0
STBG (State)	\$8,487,500	\$6,790,000	\$1,697,500	\$0	\$0	\$8,487,500	\$0
STBG (Local)*	\$8,671,830	\$6,954,464	\$80,000	\$1,637,366	\$1,875,625	\$1,553,905	\$3,429,530
O & M (Local)	\$17,560,000	\$0	\$0	\$17,560,000	\$0	\$17,560,000	\$0
Totals:	\$35,258,505	\$14,185,222	\$1,875,918	\$19,197,366	\$0	\$28,140,580	\$3,429,530

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY21

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$78,125	\$70,313	\$7,813	\$0	\$0	\$78,125	\$0
HSIP-R	\$350	\$315	\$35	\$0	\$0	\$350	\$0
NHPP	\$210,000	\$168,000	\$42,000	\$0	\$0	\$210,000	\$0
STBG (State)	\$575,000	\$460,000	\$115,000	\$0	\$0	\$575,000	\$0
STBG (Local)*	\$1,500,000	\$560,000	\$0	\$940,000	\$2,869,530	\$1,553,905	\$4,423,435
O & M (Local)	\$17,735,600	\$0	\$0	\$17,735,600	\$0	\$17,735,600	\$0
Totals:	\$20,099,075	\$1,258,628	\$164,848	\$18,675,600	\$2,869,530	\$20,152,980	\$4,423,435

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY22

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$46,875	\$42,188	\$4,688	\$0	\$0	\$46,875	\$0
HSIP-R	\$150	\$135	\$15	\$0	\$0	\$150	\$0
NHPP	\$2,140,000	\$1,712,000	\$428,000	\$0	\$0	\$2,140,000	\$0
STBG (State)	\$3,850,000	\$3,080,000	\$770,000	\$0	\$0	\$3,850,000	\$0
STBG (Local)*	\$2,500,000	\$2,000,000	\$0	\$500,000	\$2,423,435	\$1,553,905	\$3,977,340
O & M (Local)	\$17,912,956	\$0	\$0	\$17,912,956	\$0	\$17,912,956	\$0
Totals:	\$26,449,981	\$6,834,323	\$1,202,703	\$18,412,956	\$2,423,435	\$25,503,886	\$3,977,340

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

Tennessee Highway Totals for FY23

Funding Source	Total Programmed Funds	Programmed Federal Funds	Programmed State Funds	Programmed Local Funds	Surplus / Deficit **	Anticipated Revenue	Available Unprogrammed Balance
HSIP	\$31,250	\$28,125	\$3,125	\$0	\$0	\$31,250	\$0
HSIP-R	\$75	\$68	\$8	\$0	\$0	\$75	\$0
NHPP	\$105,000	\$84,000	\$21,000	\$0	\$0	\$105,000	\$0
STBG (State)	\$37,500	\$30,000	\$7,500	\$0	\$0	\$37,500	\$0
STBG (Local)*					\$3,977,340	\$1,553,905	\$5,531,245
O & M (Local)	\$18,092,085	\$0	\$0	\$18,092,085	\$0	\$18,092,085	\$0
Totals:	\$18,265,910	\$142,193	\$31,633	\$18,092,085	\$3,977,340	\$19,819,815	\$5,531,245

*The State Funds column for this line item refers to projects that may include the State's participation requiring the use of STBG funds

** surplus or deficit represents the MTPO's objective to maintain fiscal constraint for projects and funding designated within the Kingsport MTPO area

Agenda Item #10 - Rock Springs Road (SR-347) Recommendations

Bill Albright
Transportation Planning Manager

Lesley Phillips
Transportation Planner



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423.229.9332

February 6, 2020

Paul Degges
Deputy Commissioner & Chief Engineer
Tennessee Department of Transportation
James K. Polk Building, Suite 700
505 Deaderick Street
Nashville, TN 37243

Re: SR-347 (Rock Springs Road)
FROM: Cox Hollow Road (LM 9.52)
TO: I-26 (US-23) (LM 10.73)
PIN: 112965.00
PROJECT NO. STP/M-347 (10)
City of Kingsport, Sullivan County, Tennessee

Dear Mr. Degges:

The Kingsport Metropolitan Transportation Planning Organization (KMTPO) has been working with the Tennessee Department of Transportation (TDOT) regarding the proposed improvements to State Route 347 (Rock Springs Road) in Sullivan County from Cox Hollow Road to Interstate 26. The previous option the KMTPO had requested included a multi-use path the entire length of the project; however, due to the Right-of-Way impacts this is no longer preferred. Based on a meeting on August 13, 2019 with TDOT, the City of Kingsport, and the KMTPO staff, it is now preferred that the typical section consist of the following:

- From Cox Hollow Drive (LM 9.52) to Westfield Drive (LM 10.29):
 - Two 11ft travel lanes
 - 2ft shoulders with 2.5ft curb and gutter
 - 2ft grass strip on both sides
- From Westfield Drive (LM 10.29) to Interstate 26 (LM 10.73):
 - Two 11ft travel lanes
 - One 12ft two-way center left turn lane
 - 2ft shoulders with 2.5ft curb and gutter
 - 2ft grass strip on both sides

With the elimination of the multi-use path from the project, the City of Kingsport plans to pursue a separate project in order to reduce the ROW impacts by having the multi-use path on new

alignment as opposed to following along SR-347. The previous agreement involved the KMTPO committing to contribute two million dollars toward the development of this project. It is now proposed that the two million dollar contribution be reduced to one million dollars in order to assist the KMTPO in pursuing the separate project with the remaining one million dollars.

We appreciate the opportunity to continue this partnership and look forward to delivering this project.

Sincerely,

James Phillips, Chairman
Kingsport MTPO Executive Board

William A. "Bill" Albright, Chairman
Kingsport MTPO Executive Staff

DRAFT

Bill Albright
Transportation Planning Manager

Lesley Phillips
Transportation Planner



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February 6, 2020

TDOT Long Range Planning Division
Suite 900, James K. Polk Building
505 Deaderick Street
Nashville, TN 37243

RE: Interstate 26 Study – Comments/Recommendations from Kingsport MTPO

Dear TDOT Long Range Planning:

The Kingsport MTPO Staff and Executive Board would like to submit the following comments and/or recommendations to the current Interstate 26 Study that is being conducted by TDOT and led by consultant AECOM. These are in addition to the items found in the technical memorandum and the current summary report that identifies existing deficiencies and future needs. Kingsport considers I-26 to be a vital corridor in terms of moving traffic, establishing economic initiatives, maintaining safe commuter travel, maintaining safe and efficient movement of through traffic, providing a quality corridor for freight and truck movement, and carrying other modes of travel - including transit-bus and car-pool service.

Transportation Systems Management

We support and strongly urge TDOT to consider more ITS features on I-26. It appears that the focus on ITS in this area has been on I-81 and I-26 has been somewhat overlooked. Crashes, weather conditions, traffic congestion, diverted traffic, and incident management can all greatly benefit from the application of intelligent transportation features, including camera systems, variable message boards, weather stations, HELP trucks, ramp metering, and other controls and monitoring systems. Funds have been dedicated for new/additional ITS features on I-81 and included in the Kingsport MTPO's TIP; additional dollars should be dedicated to I-26 as well and as soon as possible.

Pavement and Structures

There are areas of need for repaving and, most importantly, additional guardrails, median cabling, and other features that can mitigate the crash rate or seriousness of crashes. With the horizontal and vertical curvatures that I-26 is well known for, it is important that pavement quality, barriers and other features, including speed controls, be applied to I-26. Maintenance of new and existing signage, guardrails, median cabling, and other features should also be a priority.

Traffic Operations

A truck climbing lane needs to be constructed on the southbound lane from the State Route 93 interchange to the Tennessee Welcome Center interchange. This is a noticeable concern in the area around SR-93 and SR-126, which has become very congested as several arterials converge on this location.

Particular attention needs to be paid to the weaving patterns found along the entrance and exit ramps in this area as well as the interchange at I-81.

Safety

The interchange of I-26 with I-81 is one of the most dangerous and under-designed interchanges in East Tennessee. The Johnson City MTPO has also identified this as a major problem area and a long-term solution needs to be developed. There have been studies but little has been done to change the current status of this interchange. Short ramps and weaving patterns need to be addressed. Along the entire corridor speed limits need to be re-evaluated. ITS monitoring and messaging would help mitigate the high speeds that currently exist, particularly in the Washington County segment from Eastern Star Road to Boones Creek Road. Again, the entrance and exit ramps from and to SR-93 and SR-126 are a major safety concern as well.

Freight

Eastman Chemical and other industries in the Kingsport metropolitan area produce a much higher rate of freight and truck traffic than most communities of similar size. Both internally-generated traffic as well as pass-through traffic leading to I-81, North Carolina, and points north in Virginia create capacity issues, safety issues, and economic issues throughout the I-26 corridor. The lack of a southbound climbing lane results in (slow) speeds that create conflicts between truck and freight movements and 4-wheel vehicles along this segment.

Economic Development

There are two primary economic development focus areas found along the Kingsport segment of I-26. These include the “Meadowview Basin (valley)” where I-26, SR-126, and SR-93 converge and where some development has already occurred, including medical offices, the Meadowview/Marriott Convention Center, hotels, and restaurants. However, more is expected as an abundance of open land still exists that could fuel additional growth in this area. The other area is the interchange of I-26 with I-81. This has great potential for retail and related growth due to its strategic location (and cross-roads) in East Tennessee. Adjacent properties have been prepped for development through private dollars as well as the application of City of Kingsport and TDOT funds. Improvements include the installation of new water and sewer lines, grading and leveling, and roadway improvements (around year 2000). Eventually accessibility limitations to and from I-26 and I-81 will create traffic capacity issues in all 4 quadrants around the interchange. Strategies to handle the traffic generated from this growth needs to be considered by TDOT as well as the local MTPO.

Multi-Modal Needs

I-26 carries an abundance of commuter traffic and has the potential for effectively moving employees from Kingsport to Johnson City, Unicoi County, and points in between through the coordination of inter-city transit systems and commuter van-pool service. The MTPO completed a study of potential ridesharing/van-pool service between Johnson City and Kingsport along I-26 and determined that park and ride lots should be constructed at various interchanges (particularly at SR-93, SR-347 and SR-75) that would reduce traffic volumes and save commuters a significant amount of depreciation and expenses associated with “SOV” travel.

In summary, please consider these suggestions and, where possible, incorporate projects and concepts into the Interstate 26 Report. We look forward to a continued partnership with AECOM and TDOT in producing a valuable set of recommendations that will address and solve the identified deficiencies and that can be funded and implemented. Again, thank you for your guidance, support, and work on the study of this vital corridor in East Tennessee and the Tri-Cities area.

Sincerely,

James Phillips, Chairman
Kingsport MTPO Executive Board

William A. "Bill" Albright, Chairman
Kingsport MTPO Executive Staff

DRAFT

PROJECT UPDATES

KINGSPORT/SULLIVAN COUNTY

- Greenbelt – West End
- Greenbelt – East End
- Stone Drive Sidewalk – Phase I
- Stone Drive Sidewalk – Phase II
- Main Street Rebuild
- Island Road Rebuild
- Resurfacing Grouping – Kingsport
- SR-126 (Memorial Boulevard) – Phase I
- SR-126 (Memorial Boulevard) – Phase II
- SR-36 (Fort Henry Drive) – SR-75 to I-81
- SR-347 (Rock Springs Road)
- SR-93 (Sullivan Gardens Parkway) Improvements – 3 sections
- I-81 ITS Expansion
- Fort Robinson Bridge over Dry Creek
- Memorial Blvd / Fort Henry Dr Intersection Improvements
- Cross-Town Connector (Sevier Ave)*
- Sullivan Street – Phase III (Roller Street to Lynn Garden Drive)*

RECENTLY COMPLETED

- Press Road Resurfacing (Church Hill)
- Wadlow Gap Road /SR-224 (Virginia)

HAWKINS COUNTY

- Englewood Signal
- Independence Avenue – Safety Audit
- Hammond Avenue – Safety Improvements

VIRGINIA

- Weber City US 23 Bridge over North Fork
- Kane St/Jones St/SR 71 – Corridor Improvements
- US 23 Access Management (Weber City, Gate City)*

* Planned projects