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MEMORANDUM

To: Kingsport MTPO Executive Board
CC: Subscribed Interested Parties
From: Lesley Phillips, Transportation Planner
Date: July 26, 2021
Subject: MTPO Executive Board Meeting

Please see the attached agenda for the next meeting of the Kingsport MTPO Executive Board, to be held **Thursday, August 5, 2021 at 1:30 PM, in the Kingsport City Hall Board Room (415 Broad Street, Kingsport, Tennessee).**

There are three action items:

- **Approval of Minutes from May 13, 2021 Meeting**
- **Gate City Transportation Alternatives Application – Resolution of Support**
- **Adoption of FY22-23 Unified Planning Work Program**

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

The meeting will be in-person and members of the public are welcome to attend. We also plan to offer live public access to the meeting through a Zoom webinar. Members of the public who are interested in attending remotely should send an email to MTPO@KingsportTN.gov to request the log in information for the meeting. In order to allow time to respond, your request must be received by 12:00 pm on August 4, 2021. This will be our first attempt at a hybrid meeting in our new location so please bear with us if there are any technical difficulties.

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

The logo for the Kingsport Metropolitan Planning Organization (MPO) is a circular seal. It features a stylized mountain range in the background. Overlaid on the mountains is the text "KINGSPORT METRO" in a large, serif font. Below the mountains, the words "Metropolitan Planning Organization" are written in a smaller, sans-serif font. The entire seal is rendered in a light gray color.

AGENDA

**Kingsport MTPO Executive Board
August 5, 2021 at 1:30 PM
Kingsport City Hall – Board Room
415 Broad Street, Kingsport, TN 37660**

Call to Order – Paul Montgomery, Chairman

1. General Information and Attendance Roll Call

Presenter: Lesley Phillips

2. 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.

3. Approval of Minutes from May 13, 2021 Meeting (Vote Required)

Presenter: Paul Montgomery

4. Gate City Transportation Alternatives Application (Vote Required)

Presenter: Lesley Phillips

Item Summary: The Town of Gate City Virginia is submitting a Transportation Alternatives (TA) application for the installation of pedestrian facilities/sidewalks along the North side of Kane Street leading from the Gate City High School area to the Central Business District. The pre-application has been submitted and is currently going through the VDOT validation process. Once the pre-application is validated, Gate City will be approved to proceed with the full application. One requirement of the full application is to receive an endorsement from the Kingsport Metropolitan Transportation Planning Organization. The deadline for the full application is October 1.

Recommendation: Approve the Resolution as presented.

5. Adoption of FY22-23 Unified Planning Work Program (Vote Required)

Presenter: Bill Albright

Item Summary: One of the primary products MTPO Staff is required to develop on an annual or semi-annual basis is the Unified Planning Work Program (UPWP). The “Work Program” is a comprehensive description of the various goals and/or tasks that will be carried out by the MTPO staff and associate members over the next 1 to 2 years. It also includes a fairly complex budget that incorporates allocations from various federal agencies, with matching funds from TDOT, VDOT, LENOWISCO PDC, and the City of Kingsport (the cognizant agency for the MTPO). The document is typically organized in a manner where these tasks or planning functions are detailed in accordance with federal, state, and local standards. The tasks include Program Administration; Travel Data Collection, Maintenance, and Analysis; Short Range Planning; Long Range Planning; Multimodal Planning; and Special Studies.

For Tennessee/TDOT the UPWP is recognized over a 2-year period (2-Year Work Program). Whereas, for Virginia/VDOT, an update is required every year. Due to the different fiscal years, the Virginia FY22 UPWP was adopted at the May meeting subject to changes and/or edits made by TDOT. The final document is being presented for approval/adoption.

Recommendation: Approve the Resolution as presented.

6. TDOT 3-Year Plan and Project Rankings

Presenter: TDOT Representatives – Dexter Justis and Troy Ebbert

Item Summary: TDOT Representatives will talk about the state’s 3-year Comprehensive Multimodal Program and how annual project rankings fit in with the process.

7. Federal & State Partner Updates and Project Updates

Presenters: Federal, State, and Local Representatives

Item Summary: Updates will be given by our partners at Federal Highway Administration, Federal Transit Administration, Tennessee, and Virginia. Then, in the interest of time, project updates will only be given if there is a specific request.

8. 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.

9. 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

**KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
EXECUTIVE BOARD MEETING
Meeting Minutes for May 13, 2021
In-Person Meeting with Optional Live Public Access via Zoom Webinar**

Members Present:

Jimmy Adkins, Blake Ailor, Chase Milner, Ronda Sawyer, Michael Thompson (Proxy for James Phillips), Ambre Torbett

Absent:

Josh Russell

Staff Present:

Bill Albright, Susan Doran, Tim Land, Lesley Phillips, Candace Sherer

In Person Attendees:

Thomas Black – Tri-City Airport
Lisa Christian – My Ride Kingsport
Calvin Clifton – Mattern & Craig
Matthew Cox – VDOT
Randy Dodson – Mattern & Craig
Candace Long – NET Trans
Jon McCurry – NET Trans

Online Attendees:

Kwabena Aboagye – TDOT
Mary Butler – Johnson City MTPO
Michael Dick – TDOT
Troy Ebbert – TDOT
Mitchell Elliott – MEOC/MET
Matt Meservy – TDOT
Jim Meyer - AECOM
Elizabeth Watkins - FHWA
Eric Wilson – TDOT

Recorder: Susan Doran

- I. **Call to Order:** Vice-Chair Jimmy Adkins called the meeting to order.
- II. **General Information/Attendance Roll Call:**
The meeting was held in-person with optional live public access available via Zoom Webinar. A video/audio recording of the meeting was published online at <https://www.kingsporttn.gov/city-services/kmtpo/meetings-notice/agenda-minutes/>

Attendance and all votes were taken by roll call.

- III. Public Comment:** Jimmy Adkins invited members of the public to address comments related to agenda items. No comments.
- IV. Approval of Minutes:** The minutes of the February 4, 2021 meeting were reviewed. No corrections and/or additions were suggested. A motion was made by Ronda Sawyer to approve the minutes and was seconded by Blake Ailor. Passed in a roll call vote: Adkins, Ailor, Milner, Sawyer, Thompson and Torbett voting "Aye". The motion carried unanimously.
- V. New Business:**
- A. Adoption of FY22 Unified Planning Work Program - Virginia.** Presented by Bill Albright. One of the primary products MTPO Staff is required to develop on an annual or semi-annual basis is the Unified Planning Work Program (UPWP). The "Work Program" is a comprehensive description of the various goals and/or tasks that will be carried out by the MTPO staff and associate members over the next 1 to 2 years. It also includes a fairly complex budget that incorporates allocations from various federal agencies, with matching funds from TDOT, VDOT, LENOWISCO PDC, and the City of Kingsport (the cognizant agency for the MTPO). For Tennessee/TDOT the UPWP is recognized over a 2-year period (2-Year Work Program). Whereas, for Virginia/VDOT, an update is required every year. The UPWP is currently in a draft mode but the Virginia version, which includes final Virginia figures in the FY22 budget, is being presented for final adoption. The Executive Board's action will be to approve the Virginia version of the Work Program subject to changes and/or edits that will be made by TDOT. Once the UPWP is complete, it will be presented for approval in early August. A motion was made by Blake Ailor to adopt the FY22 Unified Planning Work Program-Virginia and was seconded by Chase Milner. Passed in a roll call vote: Adkins, Ailor, Milner, Sawyer, Thompson and Torbett voting "Aye". The motion carried unanimously.
- B. Long Range Transportation Plan Goals & Objectives.** Presented by AECOM Representative – Jim Meyer. The consultant gave an update on the status of the Long Range Transportation Plan (LRTP) and also discussed the proposed Goals and Objectives for the 2045 LRTP. No action required.
- C. Adoption of Long Range Transportation Plan Goals and Objectives.** Presented by Bill Albright. There was further discussion of the LRTP Goals and Objectives. Under Goal #3 Prosperity it was recommended to split item 'C' into 2 sentences. A motion was made by Chase Milner to adopt the Long Range Transportation Plan Goals and Objectives with this minor editorial change and was seconded by Michael Thompson. Passed in a roll call vote: Adkins, Ailor, Milner, Sawyer, Thompson and Torbett voting "Aye". The motion carried unanimously.
- VI. PROJECT UPDATES/STATE AND FEDERAL PARTNER UPDATES**
Staff provided updates on projects. State and Federal updates and information were provided by TDOT, VDOT, and FHWA representatives.
- VII. PUBLIC COMMENTS:** Jimmy Adkins invited members of the public to address the Executive Board with issues related to transportation planning issues, activities, and/or projects that pertain to the Kingsport Metropolitan Transportation Planning Organization. No comments.

- VIII. ADJOURNMENT:** There being no other business, a motion was made by Michael Thompson to adjourn the meeting and was seconded by Blake Ailor. The motion carried unanimously.

Agenda Item #4 - Gate City Transportation Alternatives Application

RESOLUTION OF SUPPORT BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO) FOR GATE CITY'S VDOT TRANSPORTATION ALTERNATIVES APPLICATION

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 Board recognizes the Transportation Alternatives (TA) program helps local sponsors fund community based projects that expand non-motorized travel choices and enhance the transportation experience by improving the cultural, historical, and environmental aspects of the transportation infrastructure; and

WHEREAS, the Board recognizes the TA program does not fund traditional roadway projects but instead focuses on providing bicycle and pedestrian facilities; and

WHEREAS, the Board recognizes the Town of Gate City, located within the Kingsport MTPO urbanized area, is submitting a TA application for the installation of pedestrian facilities/sidewalks along the North side of Kane Street leading from the Gate City High School area to the Central Business District; and

WHEREAS, the Board acknowledges the TA pre-application has been submitted and is currently going through the VDOT validation process; once the pre-application is validated Gate City will be approved to proceed with the full application with a deadline of October 1; one requirement of the full application is endorsement from the Kingsport MTPO; and

WHEREAS, the Board acknowledges the limits and scope of the pedestrian improvements as shown in the attached Figure 1 are expected to cost an estimated \$1,500,000 which will be funded 80% grant and 20% local match if awarded.

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

The Executive Board of the Kingsport MTPO approves and supports the Town of Gate City Virginia's Transportation Alternatives application of the aforementioned pedestrian improvements, detailed in the attached Figure 1. Furthermore, the Executive Board of the Kingsport MTPO does encourage and implore the Commonwealth Transportation Board and the Virginia Department of Transportation to fund these projects and supports any and all such efforts.


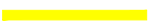



RESOLUTION APPROVED:

Date: _____

Paul Montgomery, Chairman
Kingsport MTPO Executive Board

Lesley Phillips
Kingsport MTPO Staff

LEGEND:

EX SIDEWALK	
EX WALL	
PROP SIDEWALK	
CREEK/STREAM	
PROP WALL	

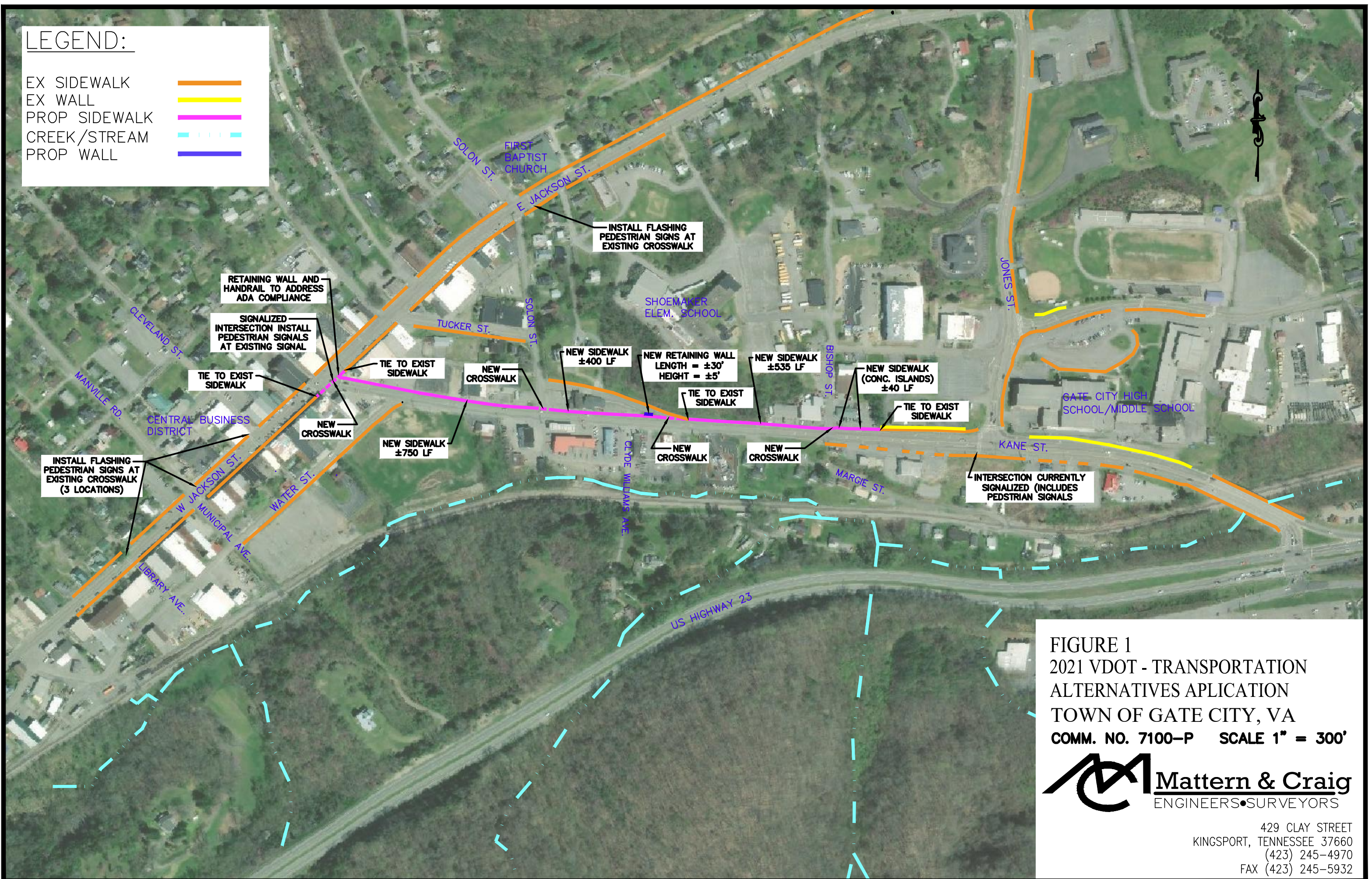



FIGURE 1
2021 VDOT - TRANSPORTATION
ALTERNATIVES APLICATION
TOWN OF GATE CITY, VA
COMM. NO. 7100-P SCALE 1" = 300'
 **Mattern & Craig**
ENGINEERS•SURVEYORS

429 CLAY STREET
KINGSPORT, TENNESSEE 37660
(423) 245-4970
FAX (423) 245-5932

Agenda Item #5 - Adoption of FY22-23 Unified Planning Work Program

The full UPWP document is attached to the end of this agenda packet.

**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
APPROVING THE FY22-23 UNIFIED PLANNING WORK PROGRAM**

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 U.S Department of Transportation Planning Regulations require preparation and local endorsement of an annual Unified Planning Work Program (UPWP); and

WHEREAS, the work program reaffirms the adopted Transportation Plan; and

WHEREAS, this work program document describes on-going and proposed Transportation Planning Activities for the metropolitan planning area according to task, responsible agency, purpose, previous work, study design (how transportation planning studies are organized and developed), product, and financial summary; and

WHEREAS, the UPWP was developed in cooperation with the state and public transportation operators.

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

The Executive Board of the Kingsport MTPO hereby approves and adopts the FY22-23 Unified Planning Work Program.

RESOLUTION APPROVED:

Date: _____

Paul Montgomery, Chairman
Kingsport MTPO Executive Board

William A. Albright
Kingsport MTPO Staff

PROJECT UPDATES

KINGSPORT/SULLIVAN COUNTY

- Greenbelt – West End
- Brickyard Bicycle & Pedestrian Bridge
- 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 Improvements – 3 sections
- I-81 ITS Expansion
- Fort Robinson Bridge over Dry Creek
- Memorial Blvd / Fort Henry Dr Intersection Improvements

RECENTLY COMPLETED

- Weber City US-23 Bridge over North Fork
- Greenbelt – East End
- Stone Drive Sidewalk

HAWKINS COUNTY

- Independence Avenue
- Hammond Avenue

VIRGINIA

- US 23 Access Management and Park & Ride Lot (Gate City)

KINGSPORT MTPO 2045 LRTP UPDATE

The project team has been working on identifying potential projects to address areas of concern and mobility deficiencies within the planning area. Over the next month, some of the projects will be coded/tested in the regional travel demand model (using the 2030 and 2045 networks). During July, the project team is also scoring projects using GIS analysis and MTPO staff input to score potential projects using evaluation measures that are relatively consistent with the 2040 LRTP scoring. We expect to have preliminary scoring results around the beginning of August. We will then work with the MTPO staff to identify anticipated revenues that will be available through the year 2045. Additionally, project cost estimates will be updated and a preliminary fiscal constraint analysis will be completed. We anticipate reporting back to the Executive Board in August or September regarding these results. Also, public outreach has been on-going and most recently we launched a MetroQuest survey that ran from June 21 through July 25. The survey was designed to solicit input/feedback on potential projects, investment strategies/priorities, and to consider potential trade-off scenarios. The results of the survey will be available in early August. Finally, we are anticipating that in early November a draft LRTP will be submitted to TDOT for a preliminary review. We are on-track for the final plan adoption in early May 2022.

Kingsport Metropolitan Transportation Planning Organization Fiscal Years 2022 and 2023 Unified Planning Work Program

August 5, 2021

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104f(d)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation. This report was prepared in cooperation with the United States Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Tennessee Department of Transportation and the Virginia Department of Transportation.



The Kingsport Metropolitan Transportation Planning Organization does not exclude, deny, or discriminate on the basis of race, color, national origin, gender, age, religion, disability, or any other characteristic protected under applicable federal or state law in its hiring or employment practices, or in its admission to, access to, or operations of its programs, services, or activities.

Kingsport Metropolitan Transportation Planning Organization
415 Broad Street, Kingsport, TN 37660
(423) 224-2677 or (423) 224-2670 or www.kptmtpo.com

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**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
APPROVING THE VIRGINIA FY22 VERSION OF THE FY22-23 UNIFIED PLANNING WORK PROGRAM**

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 U.S Department of Transportation Planning Regulations require preparation and local endorsement of an annual or bi-annual Unified Planning Work Program (UPWP); and

WHEREAS, the work program reaffirms the adopted Transportation Plan; and

WHEREAS, this work program document describes on-going and proposed Transportation Planning Activities for the metropolitan planning area according to task, responsible agency, purpose, previous work, study design (how transportation planning studies are organized and developed), product, and financial summary; and

WHEREAS, the UPWP was developed in cooperation with the state and public transportation operators; and

WHEREAS, the FY22-23 UPWP includes a FY22 element that describes transportation planning activities pertaining to, and within, the Virginia portion of the Kingsport MTPO area, and which are supported by various funding sources and amounts, as detailed in the attached UPWP budget.

WHEREAS, the Fiscal Year 2022 transportation planning funds identified in the FY2022-2023 Unified Planning Work Program for the Commonwealth of Virginia are authorized July 1, 2021 through June 30, 2022.

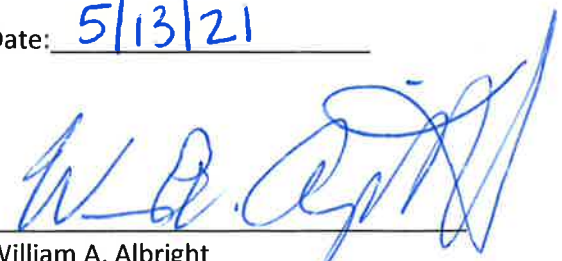
NOW THEREFORE BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION AS FOLLOWS:

The Executive Board of the Kingsport MTPO hereby approves and adopts the Virginia FY22 version of the FY22-23 Unified Planning Work Program subject to revisions by TDOT (which will not affect portions specific to Virginia).

RESOLUTION APPROVED:

Date: 5/13/21


James Phillips, Chairman
Kingsport MTPO Executive Board


William A. Albright
Kingsport MTPO Staff

**RESOLUTION BY THE EXECUTIVE BOARD
OF THE KINGSFORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
APPROVING THE FY22-23 UNIFIED PLANNING WORK PROGRAM**

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 U.S Department of Transportation Planning Regulations require preparation and local endorsement of an annual or bi-annual Unified Planning Work Program (UPWP); and

WHEREAS, the work program reaffirms the adopted Transportation Plan; and

WHEREAS, this work program document describes on-going and proposed Transportation Planning Activities for the metropolitan planning area according to task, responsible agency, purpose, previous work, study design (how transportation planning studies are organized and developed), product, and financial summary; and

WHEREAS, the UPWP was developed in cooperation with the state and public transportation operators; and

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

The Executive Board of the Kingsport MTPO hereby approves and adopts the FY22-23 Unified Planning Work Program.

RESOLUTION APPROVED:

Date: _____

Paul Montgomery, Chairman
Kingsport MTPO Executive Board

William A. Albright
Kingsport MTPO Staff

LIST OF ABBREVIATIONS

2040 Plan	Kingsport MTPO Area 2040 Long Range Transportation Plan
2045 Plan	Kingsport MTPO Area 2045 Long Range Transportation Plan
ADA	Americans with Disabilities Act of 1990
CFR	US Code of Federal Regulations
CPG	Consolidated Planning Grant
DRPT	Department of Rail and Public Transportation (Virginia)
EJ	Environmental Justice
EPA/USEPA	United States Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FTDD	First Tennessee Development District
FY	Fiscal Year
GIS	Geographic Information System
HSIP	Highway Safety Improvement Program
ITS	Intelligent Transportation Systems
KATS	Kingsport Area Transit Service
LENOWISCO	Lee County, City of Norton, Wise County, Scott County – Virginia
LEP	Limited English Proficiency
LOS	Level of Service
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century Act (Federal Transportation Act)
MEOC	Mountain Empire Older Citizens (Virginia Agency on Aging and Transit)
MET	Mountain Empire Transit (Virginia Rural Transit System)
MOVES	Motor Vehicle Emission Simulator (vehicle emissions modeling software)
MPO	Metropolitan Planning Organization
MTPO	Metropolitan Transportation Planning Organization
NEPA	National Environmental Policy Act
NET TRANS	Northeast Tennessee Rural Public Transit
OIPI	Office of Intermodal Planning and Investment (Virginia)
PBPP	Performance-Based Planning and Program
PDC	Planning District Commission
PPP	Public Participation Plan
RPO	Rural Planning Organization
Sec. 5303	FTA Section 5303 Metropolitan Planning Funds
Sec. 5307	FTA Section 5307 Urbanized Area Formula Funds
STBG	Surface Transportation Block Grant
SPR	State Planning and Research
TAP	Transportation Alternatives Program
TAZ	Traffic Analysis Zones
TDM	Travel Demand Management
TDOT	Tennessee Department of Transportation
TCC	Technical Coordinating Committee
TDEC	Tennessee Department of Environment and Conservation
TIP	Transportation Improvement Program
TPR	Transportation Planning Report
TRANSCAD	TRANSCAD Traffic Modeling Software

TRIMSTennessee Roadway Information Management System
TSM Transportation System Management
TTAP..... Tennessee Transportation Assistance Program
UPWP..... Unified Planning Work Program
USDOT..... United States Department of Transportation
UZA Urbanized Area
VDOT..... Virginia Department of Transportation
VMTVehicle Miles Traveled
VTRANS.....Virginia Transportation Plan

DRAFT

INTRODUCTION

Unified Planning Work Program

As required of Metropolitan Transportation Planning Organizations (MTPOs) through federal and state regulations, the Unified Planning Work Program (UPWP) is prepared in cooperation with member agencies and presents a continuing, cooperative, and comprehensive (the “3C”) approach to transportation planning activities. The Unified Planning Work Program (UPWP) also documents the transportation planning priorities and work tasks for the Kingsport Metropolitan Transportation Planning Organization (MTPO) for Fiscal Years 2022 and 2023. The Federal Highway Administration (FHWA) and the Tennessee Department of Transportation (TDOT) fiscal years begin on October 1 and end on September 30. For the Virginia Department of Transportation (VDOT) the Fiscal Years begin on July 1 and end on June 30. Preparation of the UPWP is required by the Fixing America’s Surface Transportation Act (FAST Act), subsequent legislation, and the Metropolitan Planning Regulations (23 Code of Federal Regulations 450.308) of the United States Department of Transportation. The Kingsport MTPO’s UPWP has been developed, and will be carried forth, according to the provisions set forth in the FAST Act as well as federal, state (Tennessee and Virginia), and local legislation and policies pertaining to transportation planning activities, products, and regulations. This includes supporting the list of planning factors and federal initiatives that currently exist, and which are described later in this document. The UPWP will continue to incorporate provisions carried over from MAP-21 (Moving Ahead in the 21st Century) and the FAST Act as they are interpreted through Title 23 of the United States Code, the FHWA, and the Federal Transit Administration (FTA) policy and guidance. Additionally, a new UPWP, which is developed by MTPO staff, is required every 2 years in Tennessee (every year in Virginia) and is developed in cooperation with the State and Public Transportation (transit) operators. The UPWP is also developed in coordination and cooperation with all member and affiliated agencies, including Scott County - Weber City - Gate City Virginia (through MTPO planning activities conducted by LENOWISCO (Lee County, City of Norton, Wise County, Scott County) Planning District Commission (PDC), Sullivan-Hawkins-Washington-Greene Counties in Tennessee, the City of Kingsport, and local planning agencies.

The UPWP is divided into six (6) program tasks which include: (I) Program Administration, (II) Travel Data Collection, Maintenance, and Analysis, (III) Short Range Planning, (IV) Long Range Planning, (V) Multimodal Planning, and (VI) Special Studies. Each program task provides specific information for each planning activity and includes a description of accompanying sub-tasks (activities that fall within these major topics). The information contained in each task includes agency responsibility, task purpose, previous work, study design, product, and work schedule. The UPWP presents a continuing, cooperative, and comprehensive (the “3C”) approach to transportation planning within the MTPO area. The UPWP has been prepared in an effort to address specific federal, state, and local agency requirements and to advance transportation initiatives while applying the 3-C approach within the MTPO area.

Program Tasks and Coordination with Other Planning Efforts

These previously identified work program tasks included detailed descriptions of transportation planning factors, initiatives, programs, and products that lead to goals and objectives set forth by the MTPO

members for each fiscal year. From this the MTPO will continue to coordinate these tasks with the development and implementation of numerous linked planning efforts and products. These other efforts and accompanying documents include:

- Long range statewide transportation plans (TDOT and VDOT/VTrans)
- Statewide Transportation Improvement Programs
- State planning and research programs
- Statewide public involvement plans
- Statewide freight plan
- Air quality transportation conformity determinations
- Strategic highway safety plans
- Regional (Tri-Cities) intelligent transportation system (ITS) architecture
- Coordinated public transit-human services transportation plans (KATS, JCT, BTT)
- Coordinated TDOT and Kingsport MTPO multimodal Plans
- Highway functional classification system maintenance
- Transit Asset Management plans
- Title VI programs for FTA and FHWA designated recipients (Virginia and Tennessee)
- Americans with Disabilities Act (ADA) transition plans (MPO jurisdictions)
- Discretionary Federal regional planning grants (Urban Transportation grants)
- Federal statewide planning findings
- Performance Measurements and Targets (PM1, PM2, PM3)
- Categorized and Prioritized Funding Programs – VDOT SMART SCALE

Planning Documents; Schedule and Associated Activities

The Kingsport MTPO is required by federal agencies and state DOT's to produce an update to several documents that focus on long and short range planning, public participation, as well as the Unified Planning Work Program. This also includes documentation on Performance Measurements, published on a periodic basis, sometimes every year and sometimes once every 4 years. Local urban and rural transit systems, i.e. KATS, NETRANS, and Mountain Empire Transit (MEOC), are also required to develop periodic updates for safety, asset inventory, and corridor plans. The following table displays information concerning these various documents, when they were last updated and when the next update is due.

Planning Document / Activity	Date of Last Adoption / Approval	Due Date of Next Adoption / Approval
Long-Range Transportation Plan (LRTP)	June 2, 2017	June 2, 2022
Transportation Improvement Program (TIP)	November 7, 2019 (FY 20-23) Federal; Feb 13, 2020	November 7, 2022 (FY 23-26) Federal; Feb 8, 2023
Public Participation Plan (PPP)	August 8, 2019	As Needed
Unified Planning Work Program (UPWP)	May 13, 2021 (VA) August 6, 2021 (full UPWP) Federal; September 30, 2021	May, 2022 (VA) August 2023 (full UPWP) Federal; September 30, 2023
Safety Performance Targets (PM-1)	February 4, 2021	February 4 2022
Pavement and bridge Condition Performance Measures / Targets (PM-2)	November 1, 2018 (original) February 4, 2021 (mid-point adjustment)	November 1, 2022
System Performances and Freight Performance Measures / Targets (PM-3)	November 1, 2018 (original) February 4, 2021 (mid-point adjustment)	November 1, 2022
Coordinated Public Transit - Human Services Transportation Plan	October, 2016 (Tri-Cities)	October 2021 (estimated)
Transit Asset Management (TAM) Plan Performance Measures / Targets	September 20, 2018	September 20, 2022
Public Transportation Agency Safety Plan (PTASP)	June 2020	June 2021

Regional Planning Priorities

While the Kingsport MTPO oversees transportation planning activities for a “metropolitan” area, it is important to note that it is also located within a larger geographic region that includes a significant portion of Upper East Tennessee and part of Southwest Virginia. The regional transportation system covers areas within the 3 metropolitan transportation planning organizations of Bristol, Johnson City, and Kingsport, includes several peripheral counties, as well as the jurisdictions within the First Tennessee Rural Planning Organization (RPO) and the LENOWISCO PDC. In order for all of these metro and county transportation networks to work efficiently and effectively, they should be considered in terms of one large system. Because of this, the MTPO will continue to connect the goals, objectives, policies, strategies, work tasks, activities, and end products to the regional priorities found in the current long range plan and the current transportation improvement program.

Regional planning priorities are a very important part of the UPWP development process. The Work Program is defined, in part, as a strategic set of duties and activities that is centered around the Long Range Plan, the TIP, and various other planning products that stem from these documents, such as corridor studies, land use and transportation studies, multimodal studies, transportation system management plans and studies, air quality research, freight and truck issues, safety measure and subsequent studies, and others. All of these are viewed from both an MTPO area perspective as well as a regional perspective that includes all of the adjacent MTPOs, RPOs, PDCs, and member jurisdictions. Pertaining to regional priorities, more specific tasks and resulting products will continue to center around safety - reducing accident numbers and rates (safety audits), economic development - opening up land and areas for industrial and commercial growth, i.e. Meadowview area circular roadway study, moving traffic along major arterials in a more efficient and effective way (congestion mitigation and travel time) i.e. access management along Virginia U.S. 23, and providing multimodal opportunities for travel throughout the Tri-Cities region (coordinated transit system. Regional priorities are identified in the Metropolitan Area Long Range Transportation Plan. These priorities are followed and carried out within the planning process described in the Work Program; an example being research on crash rates (Task II) and the “Emphasis on Safety and Security”. The MPO will also look beyond the borders of the Kingsport MPO Planning Area and, as part of a continued initiative, include a “regional” approach to the transportation system. Hopefully this will lead to the identification of improvement needs in the Upper East Tennessee and Southwest Virginia area.

On the highway side the regional system includes major thoroughfares such as Interstate 26, Interstate 81, U.S. 11-W, U.S. 11-E, U.S. 23, U.S. 58/421, State Route 36, State Route 126, and State Route 75. How these interact with each other in term of regional traffic, safety concerns, travel time concerns, and economic development, is important in how the Kingsport Long-Range Plan is crafted. The movement of regional traffic can affect all of these roads to some degree. Corridor studies, travel demand model runs, and long term recommendations should be approached from this broader perspective. For example widening I-81 to 6 lanes will have an impact on traffic flow in Kingsport, Bristol (Tn and Va), Abingdon, Blountville, and Johnson City. Improvements to the public transit systems to provide regional connectivity should improve access to all of these communities in ET and SWVA, i.e. connecting KATS with MET

State Planning Priorities

There are three (3) primary State Planning Priorities, as established by the Tennessee Department of Transportation. These are; Virtual Public Involvement (VPI), (promotion of) Alternative Fuels, and Project Delivery.

Virtual Public Involvement

Because of the Pandemic of 2020 and 2021, public engagement has taken on a whole new meaning and methodology. The public's apprehension towards meeting face to face, beginning in early 2020, resulted in a mechanism that has become popular and remains effective (and safer) -- electronic, or "virtual" meetings, combining computer communications technology and software. VPI is a by-product of the overall theme of "Public Engagement", a very important aspect of transportation planning. The Tennessee DOT, under the guidance and mandates of the Governor's executive orders, is now encouraging MPOs to conduct virtual / electronic meetings for both (stay at home based) staff meetings and the public. Eventually these meetings will become hybrid versions, with both VPI and face to face occurring at the same time. This is a challenging time and the process whereby the public continues to be engaged, will require a lot of effort and support by both TDOT and VDOT and the MPOs. With assistance from both TDOT and VDOT, the Work Program will include continued evaluation and studies on VPI arrangements to engage the public.

Alternative Fuels

The use of alternative fuels is becoming a fast growing trend, focusing primarily on electric vehicles. After a slow start beginning around 15 years ago the growth in "EVs" has been created, in part, by a dramatic



improvement in battery life, thus extending the distance between charging stations. This, along with the installation of more charging stations, has allowed EV owners to have more confidence in taking longer trips – making EVs even more attractive. Recently the federal government as well as state DOTs, have



begun an aggressive campaign to increase the number of charging stations throughout the country. This initiative, along with advancing technology, will likely support a significant growth in EV sales and use. Other fuel types, including ethanol blends, propane, and CNG are all increasing in use and are supported by TDOT and VDOT. The UPWP will promote studies on EV and alternative fuels where needed

Project Delivery

Project Delivery is more specifically defined as "Expedited Project Delivery", a theme developed by TDOT around 10 years ago that focuses on a faster / more efficient, method of implementing transportation (capital) projects to the construction phase and completion. The planning phase of this method will likely include various types of studies, examinations, and planning reports (TPRs, technical reports) that emphasizes cost savings and reduction in scope guided by a "best fit" approach. Project delivery then can

occur fast and more efficiently, and less costly. The UPWP emphasizes this approach in the development of studies, plans, and project reports.

Major Accomplishments for Fiscal Year 2021

- **New (horizon year 2045) MTPO-Area Long-Range Transportation Plan;** MTPO Staff and consultant worked together on initial phases of the new Metro-Area Long Range Transportation Plan. The LRTP is the foundation for the TIP, as projects are drawn from the research and various analysis that goes in to the LRTP, such as corridor studies, safety audits, and multimodal plans. The new plan must be adopted by the MTPO Executive Board by June of 2022.
- **Previous LRTPs and Studies;** Review of previous studies and projects within earlier LRTPs were made to determine what recommendations should be carried forward and what new projects need to be included in the new plan.
- **Long-Range Plan – Daily and Weekly Activities;** almost all of the MTPO daily work typically had some indirect, if not direct, connection to the research and contents found in the long range plan.

Other Accomplishments and Various Products During Fiscal Year 2021 include;

- **Consultant Contract;** as recommended by TDOT, during FY '21 a Contract was signed with a consulting firm to assist the MTPO staff with putting together a new LRTP.
- **Collecting Data for LRTP;** MTPO staff and consulting firm began the lengthy process of collecting a substantial amount of socioeconomic and land use data (Tennessee and Virginia) that goes into the travel demand model and the Plan.
- **Public Engagement;** the public engagement process was also initiated by the consultant, which was conducted using a virtual on-line method. In particular, the virtual “room” concept was introduced.
- **Data Collection for Highways and Transit;** research conducted and data was collected for traffic flow statistics, safety numbers (crash numbers and rates), population and economic development forecasts, housing stock, freight movement, and transit system operations and ridership to calibrate and run various scenarios in the travel demand model.
- **TIP Adjustments;** continued to support various studies that lead to improvements to the system. The TIP is part of this process, whereby adjustments are made in schedules and funding in order to advance projects and programs that help meet the goals and objective of MTPO jurisdictions.
- **Multimodal Planning and Priorities;** an emphasis on multimodal planning and projects continued during FY '21. MTPO staff established a contract with a consulting firm to assist in developing an

update to the 2012 Bike and Pedestrian Plan. Top 10 (priority) projects were identified in order to move these along in the TIP and begin the early project planning phases.

- **Federal and State Regulations;** weekly correspondence occurred with various state and federal agencies to keep up with state and federal legislation, policies, rules, and regulations pertaining to transportation planning and improvements;
- **Meetings and Related Activities;** set up, hosted, and recorded Executive Board and Staff meetings
- **Various Administrative Duties;** financial management and reporting, Title VI Compliance Reports (Tennessee and Virginia), TIP updates, air quality meetings and updates (IAC meeting) budgetary duties, special studies (SR 357 Study) and completion of a new 2-year Unified Planning Work Program.
- **Transportation Improvement Program (TIP);** continue working with the current Transportation Improvement Program (TIP) by periodically monitoring the status of projects and making Administrative Modifications and /or Amendments when and where needed. It. The TIP is a mechanism to advance priority projects from the LRTP.
- **Planning and Project Funding;** Staff focused on financial management of the various funding sources received from TDOT, VDOT, and federal agencies, including Surface Transportation Block Grant (STBG), Highway Safety Improvement Program (HSIP), Transportation Alternatives Program (TAP), Bridge Rehab, and other categories, as found in the UPWP and TIP.
- **SMART SCALE;** Virginia Department of Transportation established MPO goals and objectives for local projects and initiatives, while helping guide the SMART SCALE process
- **Virginia Long Range Multimodal Transportation Plan, or “VTrans”;** MTPO staff and LENOWISCO PDC staff attended training conducted by the Office of Intermodal Planning and Investment (OIPI) on VTrans and provided input into VTrans.

Major Tasks and Planning Priorities for Fiscal Year 2022 and Fiscal Year 2023:

It is important to note that, in Fiscal Years 2022 and 2023 activities, the Kingsport MTPO will continue to follow 7 primary transportation objectives that were used in developing previous LRTP, the TIP, projects, and carrying for the initiatives and programs for the metropolitan area. These include: (1) safety, (2) traffic/mobility, (3) access/travel time, (4) economic development, (5) environmental oversight, (6) sustainability, (7) and livability. More specifically, the objectives include:

Safety – deals with improving the physical conditions of transportation infrastructure that will result in reduced crash numbers and rates and severity

Traffic/Mobility – focuses on the more efficient movement of traffic - particularly at problem roadway segments and intersections during peak hours

Access and Travel Time – relates to planning improvements to the transportation system that allows travelers (motorists, transit patrons, bike and ped) access to transportation and a shorter travel time - particularly for critical needs such as emergency services, commutes to work, school trips, and other vital purposes

Economic Development – suggest improvements to the transportation system that opens up land for development, creating jobs and an improved local economy

Environmental Oversight – establishes recommended improvements that minimize or mitigate negative impacts on the environment that includes natural and cultural realms

Sustainability – promotes the protection and longevity of transportation infrastructure, programs, and services that over time maintain the system in a manner that saves the public and various levels of government (agencies) time and money, while supporting the goal of preserving important assets, i.e. bridges, for the community

Livability – supports and promotes a quality of life that includes provision of a safe dependable transportation system while protecting the public from adverse conditions, such as poor air quality, poor roadway conditions, multimodal gaps, and lack of access to essential daily needs. The health and welfare of the public should also be enhanced and made livable to all citizens.

FY 22 and 23 Planning Priorities – Summary

- Complete/Update UPWP, maintain Financial Management, conduct Meetings, communicate with Executive Board and Staff
- Complete requests for Title VI compliance review and plans, ADA review, Public Engagement Plan
- Complete 2045 Long-Range Plan (update when needed)
- Develop new census boundaries, UZA, MPA, and Functional Classifications, collect demographic and economic data - for current and anticipated travel patterns
- Revise TIP as needed, begin new 23-27 TIP – maintain Balance of STBG funds (monitor projects)
- Establish implementation program for Bike-Ped facilities and assist KATS transit system
- Initiate and complete Center Street Corridor Study (Urban Transportation Planning Grant Program)

Most importantly for fiscal year 2022 the MTPO will focus on completion of the 2045 Long Range Transportation Plan, which is vital in continuing to make improvements to the transportation system and program for the Kingsport area. Completing the new LRTP is not only important, it is required by federal regulations and the USDOT and State DOT. An update must be submitted and adopted every 5 years. During FY22 the MTPO, with assistance from a contract consultant, is expected to complete a new plan

and have it adopted by the Executive Board in May 2022. Beginning in late 2020 work began on the update and should be completed in the fall of 2021. A lengthy review period is expected because public hearings are scheduled after drafts are reviewed and edited by TDOT, VDOT, the FHWA, and FTA. This takes several months using an iterative process to make corrections and make other edits to the document. Of utmost importance is the travel demand model, which is “run” by the consultant, with assistance of MTPO staff. MTPO staff will finalize input into the model and will submit recommendations for improvements to roadway segments that have a low level of service (heavily congested). The iterative process will be applied in order to test improvements to levels of service in horizon years 2030 and 2045. Also included in the plan is a multimodal element (bike/ped and transit), a freight element (air, rail, and primarily truck), an environmental element (identifying historic and environmentally sensitive area), an economic element (transport system that enhances new business growth), a sustainable element (maintain the life expectancy of capital investment), and a livability element (improvement to the areas quality of life – including better accessibility to the system). The MTPO will assist consultants in holding hearings at various jurisdictions for the public to see the plan. Once this process is completed the plan will be presented for approval.

During fiscal years ‘22 and ‘23 the MTPO will continue to focus on researching and identifying transportation needs in the metropolitan area, with an emphasis on the process to determine solutions to these needs and/or problem areas. This might include safety issues, such as high crash rate areas, congestion issues where level of service is a significant problem, multimodal needs serving all facets of the population, accessibility issues where travel-time problems exist, and economic growth where transportation facilities can provide benefits. In addition, the MTPO will continue to develop new plans and studies during Fiscal Years 2022 and 2023 that center on the 7 objectives previously mentioned in the accomplishments for FY 21. During FY 22 and 23 the FAST Act will be followed in carrying out various work program tasks. Keeping local MTPO board members, staff, and associates informed on what impact recent federal legislation has on current and future MTPO operations is also an important task.

One of the important work items that the MTPO will focus on in FY22 and FY23 is the continuous monitoring and adjustments to the current Transportation Improvement Program (TIP). The TIP, which covers 4 years from 2020 to 2023, was organized differently where project categories are more distinct and will include Tennessee highway projects, greenway and/or TAP grant project, multimodal (sidewalk) projects, Tennessee public transit projects, strictly TDOT funded projects (no local funds), and locally funded (regionally significant) projects. Additionally, the Kingsport MTPO will continue to monitor progress on projects listed in the TIP and make adjustments when and where needed.

SMART SCALE

One of the most important tasks carried out for the Virginia portion of the MTPO area was the work conducted by LENOWISCO PDC and VDOT Bristol District staff members on the development of applications for SMART SCALE projects. SMART SCALE is a program that was established by VDOT to allow local MTPOs and local jurisdictions the opportunity to apply for federal and state funds to make prioritized improvements in their area. The planning agencies and Bristol District Office staff worked to help cities towns, and counties to apply for various transportation funds offered through VDOT’s SMART SCALE

process. The laborious application process was carried out to assure a fair and objective ranking of proposed roadway and other transportation improvements took place. SMART SCALE is based on a scoring mechanism to select projects which are relevant to the Long Range Plan. The MTPO and LENOWISCO PDC staff will be at the forefront in assisting jurisdictions in crafting applications, with an emphasis on fine-tuning the language to promote transportation safety and economic development for the Scott County area. The anticipated project for the '23 application will be recommendations to improve SR 23 from the Tennessee state line to Gate City.

VTrans

MTPO staff will continue to work with VDOT in various capacities to assist in developing the LRTP with particular focus on the Scott County area programs and projects, whether it be data collection or identifying local needs. An emphasis will be made on mobility and accessibility (access management), intermodalism, and access management. Also, park and ride projects, transit system interconnectivity, safety improvements to Route 23, Jones Street connections, and improvements to the Kane Street Intersection with 23/58 will be evaluated.

During FY22 and FY23, the MTPO will continue to focus more on project planning and various initiatives linked to local MTPO goals, TDOT and VDOT programs and legislations, and FHWA and FTA program and initiatives. The TIP and Long Range Plan provide a guide to project development by serving as a mechanism to advance projects through funding and programming of local and state priorities. In essence, project planning is a product of the LRTP that, even after its completion, is referenced for development of projects, plans, and programs.

Fiscal Year 2022 and 2023 tasks will also include a continued focus on multimodal planning, particularly pedestrian, bicycle, and transit issues, programs, and capital improvements. The new updated Kingsport Metropolitan Area Bicycle and Pedestrian Plan will be finalized by the beginning of FY22. The new plan will serve as a guideline for developing and initiating projects that will enhance the bike/ped system throughout the area. It is anticipated that funding for improvements will be acquired through grant programs provided by FHWA, TDOT, and VDOT derived from federal legislation, as has been successfully done within the Kingsport MTPO area for the past 20 plus years.

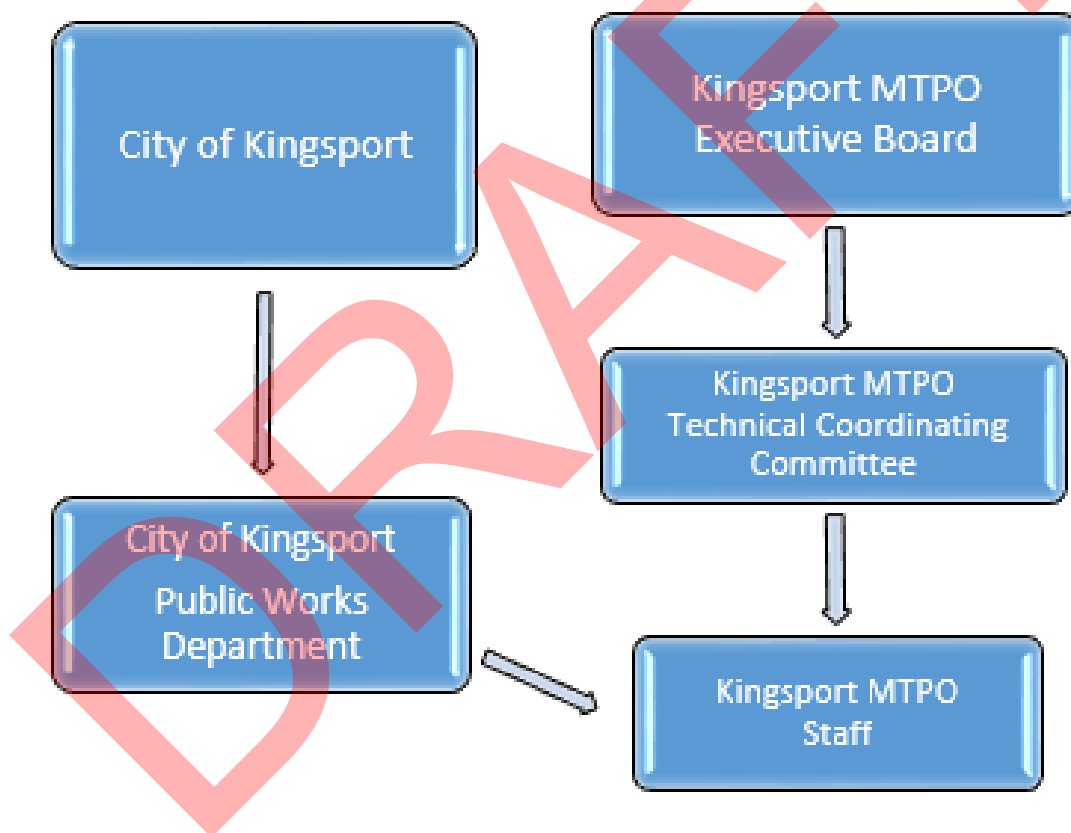
For planning and research purposes, data packages for traffic flow, safety records (crash records), employment centers, particularly those that have experienced significant changes, i.e. new retail areas or declining retail areas, will be updated. Also, during Fiscal Years '22 and '23, MTPO staff will continue to pay close attention to new federal legislation as it rolls out, including details concerning MTPO operations, funding, and planning activities linked to capital improvements.

MTPO Organizational Structure

The Kingsport MTPO was chartered in 1977, which included the adoption of initial bylaws. In these bylaws the basic organizational structure was established, which included an Executive Board and Administrative Staff. A Technical Coordinating Committee (TCC) was established that includes representatives from

various jurisdictions in the technical staff level. These included public works directors, traffic engineers, highway commissioners, and other support staff (specific membership of the TCC is listed in the amended bylaws). The Executive Board consists of 7 members: TDOT, VDOT, LENOWISCO PDC (representing Weber City/Gate City/Scott County Virginia), the City of Kingsport, Sullivan County, Church Hill/Mount Carmel/Hawkins County, and the First Tennessee Development District (FTDD). The Administrative Staff, which is responsible for ongoing administration and day to day operations of the MTPO, is housed within the City of Kingsport's Public Works Department. The amended bylaws provide a more detailed description of the staff and board members. The Chain of Command begins with the MTPO Executive Board, along with technical advice from the TCC, which ratifies the LRTP, TIP, and Work Program. Additional support and resources and management is provided by the city of Kingsport Public Works Division to maintain working conditions and organizational structure (delegating work and activities).

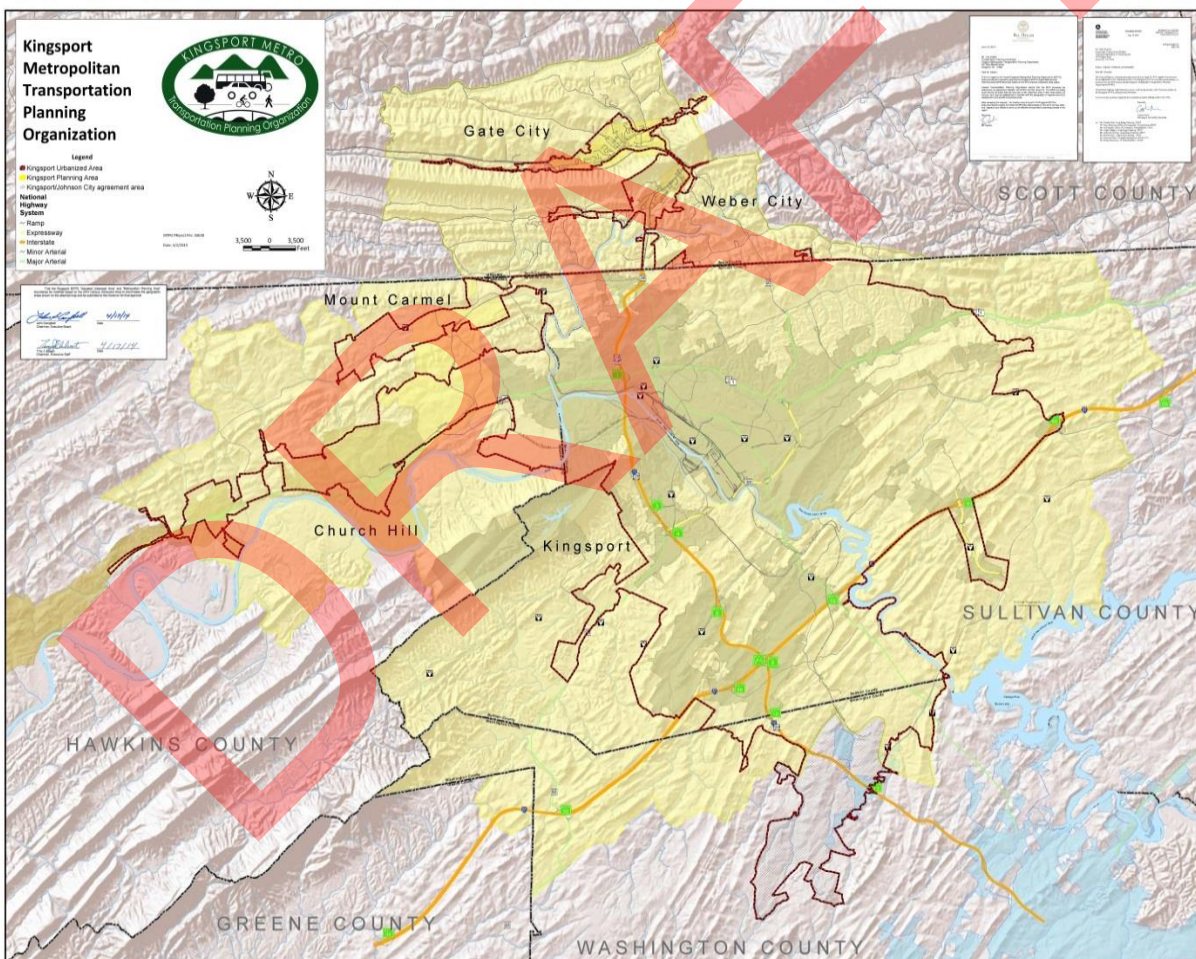
Kingsport MTPO Organizational Chart



Metropolitan Planning Area (and map)

The planning area of the Kingsport MTPO includes portions of Sullivan, Hawkins, Washington, and Greene County, Tennessee, and Scott County, Virginia. Kingsport is the principal city with four other incorporated areas which includes the City of Church Hill and the Town of Mount Carmel in Tennessee and the Town of Gate City and Town of Weber City in Virginia.

The coordination of the "3-C" transportation planning process and the resulting transportation improvement activities in the Kingsport Planning Area is the responsibility of the Kingsport MTPO. Federal Statute and Regulations require, as a condition for the receipt of federal planning, capital, or operating assistance, that each urbanized area with a population over 50,000 develop, implement, and maintain a transportation planning process which results in plans and programs consistent with the MTPOs Metropolitan Area Long Range Transportation Plan. These plans and programs provide support for subsequent project development activities for area transportation improvements.



Kingsport MTPO Metropolitan Planning Area (in yellow)

Adjustments to Urban and Planning Area Boundaries and Functional Classifications

MTPOs operate from two (2) basic geographies: (1) the “urbanized” area (UZA), which determines the official population for transportation funding, and (2) the “metropolitan planning” area (MPA), which is a broader area used for long range planning purposes. The Kingsport TN/VA “urbanized area” has a population of approximately 109,000, while the Planning Area (map) has a population of approximately 130,000. The 2020 census will likely consist of several changes to the urbanized area boundary. However, the planning area boundary will likely have very few changes, as it is based primarily on the growth of peripheral areas which, for metro-Kingsport, has moderated in terms of population and commercial area growth. For the Fiscal Years 2022 and 2023 UPWP, the MTPO will continue to operate under the geographic parameters as set forth several years ago, in these adjustments approved by MTPO member agencies. In addition, maintaining up-to-date functional classification of roadways is also an important task and, therefore, during Fiscal Years 22 and 23 staff will continue to review and make subsequent adjustments, where needed.

Funding

Funding allocated to the MTPO for the planning tasks identified in this UPWP are provided by the FHWA and the FTA through TDOT, VDOT, and the Virginia Department of Rail and Public Transportation (DRPT). More specifically, the allocation of FHWA Metropolitan Planning Funds (PL Funds) to the MTPO is made from an apportionment of funds to the states (TDOT and VDOT) from the FHWA. In Virginia PL funds allocated to the Kingsport MTPO are shared between the LENOWISCO PDC and the City of Kingsport (MTPO staff). These funds are individually contracted directly from VDOT to LENOWISCO PDC and Kingsport (not passed through). Additionally, by membership and bylaws the LENOWISCO PDC staff is charged with assisting the Kingsport MTPO staff with transportation planning activities over the course of the fiscal year, including assisting with the development of the TIP, the UPWP, and the Long Range Plan. Matching funds are provided by the State DOTs as well as the City of Kingsport. The following table provides information on funding sources for MTPO member agencies and the matching ratios from federal, state, and local sources.

Kingsport MTPO - UPWP Funding Matrix (August 2021)

Source	Type Funding	Recipient	Federal Match	State Match	Local Match
Federal Highway PL (through TDOT)	Planning (part of Consolidated Planning Grant)	Kingsport MTPO	80%	5%	15%
Federal Highway PL (through VDOT)	Planning	Kingsport MTPO	80%	10%	10%
Federal Highway PL (through VDOT)	Planning	LENOWISCO PDC	80%	10%	10%
Federal Highway SPR (TDOT)	State Planning and Research	TDOT	80%	20%	0%
Federal Highway SPR (VDOT)	State Planning and Research	VDOT	80%	20%	0%
Federal Transit 5303 (through TDOT)	Section 5303 (part of Consolidated Planning Grant)	Kingsport MTPO	80%	5%	15%
Federal Transit 5303 (through VDOT)	Section 5303 (part of Consolidated Planning Grant)	Kingsport MTPO	80%	10%	10%

The MTPO is advised each year of its funding allocations prior to the development of the UPWP. Note unspent funds from previous years can be carried over and utilized in current and future years (that are within the contractual limits of both time and amount). For Tennessee “Consolidated Planning Grant” funds it should be noted any unspent funds remaining at the time of contract expiration date will be returned to TDOT for possible reallocation. Table 3 (page 58) indicates the amount of carry-over funds scheduled for use in the Fiscal Year 22 and 23 Work Program. Distribution of fund allocations by task among the local agencies is the responsibility of the MTPO. Table 1 (page 56) and Table 2 (page 57) at the end of this document provides a summary of funding allocations by task, agency, and agency participation by funding source.

The Transportation Planning Process

The metropolitan transportation planning process was established in the early 1970’s by Congress and assigned to and administered by the United State Department of Transportation. Congress and various institutions identified the need to better plan for growing transportation and traffic problems and issues throughout the country. MTPOs were established in urbanized areas that included not just core cities, but the surrounding metropolitan areas, which includes suburbs and satellite cities. The transportation planning process was implemented by MTPOs following a set of guidelines, goals and objectives that included the “3C” process – comprehensive, cooperative, and continuing that, in essence, described how the federal, state, and local governments wanted the process to be carried out. The process includes the collection of data on transportation system and operations, including traffic counts, crash records, land use data, inventory of infrastructure, and demographic data. The process includes development of a long range plan as well as a short term program of projects. The process also includes the development of various alternative improvement strategies based upon public priorities and fiscal constraint. Ultimately, the goal of the process, which typically include several federal initiatives and planning emphasis areas, is to produce research and plans that lead to a safer, more efficient transportation system.

One of the most important elements found in the transportation planning process is the establishment and implementation of “performance measures”. Performance measures and “performance management”, which were recently created through federal legislation and accompanying regulations, is a mechanism for transportation planning agencies, such as MTPOs, to gauge success in carrying out their duties, responsibilities, and products. MTPOs across the country, including Kingsport, are establishing bench marks, or measurements, to determine whether the products and programs set for by the MTPOs are producing positive results or improvements within the area’s transportation system. These might include, for example, crash rates, level of service grades, or transit ridership. Performance measurements will be a part of the Kingsport MTPOs future work activities and, per TDOT, VDOT, and federal guidelines, will be established as part of all products, including the UPWP, the TIP, and the Long Range Plan. Most importantly, in the planning process strategic direction is based upon a vision for the future, as articulated by the public and stakeholders. The Performance Measurement process will be accomplished in coordination with, and assistance from, TDOT, VDOT, FHWA, and FTA. During the initial part of FY22 the goal will be to have all targets approved (updated) and in place and local MTPO efforts directed towards meeting these targets. In addition, it is anticipated that MTPO staff will continue to take advantage of training

opportunities on performance management and measurements to gain knowledge on the PM process.

In Map-21, and now the FAST Act, Performance-Based Planning and Programming for transportation planning includes:

- Goals and Objectives
- Performance Measures
- Planning Analysis
- Identify Trends and Targets
- Identify Strategies and Analyze Alternatives
- Develop Investment Priorities

UPWP Adoption Process

The process of developing the FY 2022 and 2023 Work Program begins with the initial creation of a first draft several months before an approved final draft is presented for adoption. Once the first draft is circulated through member agencies, including TDOT, VDOT, FHWA, and other federal multimodal agencies (local transit providers, State DOT-DRPT's), comments and corrections are issued for the MTPO staff to address and make corrections (note this process may occur again). Once this iterative process is completed a final version, which has been reviewed and approved for adoption by Federal and State agencies, is presented to the Executive Board for discussion and approval at a scheduled meeting. However, prior to development of the final draft MTPO staff will have discussions with various jurisdictional members to determine work priorities for the next two years. From a regional or comprehensive perspective, these discussions will determine what the core work efforts will be, i.e. corridor studies along major arterials in the area or possibly a long range plan update. The current condition of the long range plan itself, as well as the TIP, will also determine what level of effort and activities will be given toward either updates, amendments, or entirely new documents. For the Kingsport MTPO, FY22 will include continued work on a new LRTP.

The final draft Work Program typically is reviewed to assure all federal and state initiatives, mandates, and Planning Factors are included, to assure that all required elements of the work program are addressed, and to assure all fiscal year work tasks are described in a manner that clearly sets the course of work and anticipated products identified for the next year (or years).

The UPWP is also presented to the Technical Coordinating Committee for their review as well. Once these steps are completed, and before the Executive Board takes action, an opportunity will be offered for the public to review the Work Program and provide input. Copies are placed on the MTPO's website as well as at several public locations (paper version). During the subsequent MTPO Board meeting the public is also given an opportunity to make comments and provide input as well. In addition, along with the public, the members of the Executive Board are given an opportunity to provide input as well, which may include various plans and studies that they may deem significant, such as specific corridor studies and/or project

feasibility studies/plans. Once public and board member comments are completed, the final step includes adoption by the Executive Board.

For the Kingsport MTPO, adoption of the Virginia/VDOT version occurs usually in May because the fiscal year begins on July 1. For Tennessee/TDOT it is typically approved in early August. These schedules also allow time for Federal agency approvals and funding contracts to be executed, thus establishing the budgets in which the MTPO staff can operate under.

In addition, MTPOs throughout the country, including Kingsport, are required to complete an annual self-certification process, which involves approving a resolution detailing various federal rules and regulations that must be followed in order to operate an MTPO. The resolution confirms that the MTPO agrees to follow all federal regulations associated with managing any and all funds that are provided for carrying out planning activities. It also assures that these regulations are followed in the project implementation phases of projects derived from the MTPO process (through the TIP and Long Range Plan). In essence, it certifies that the MTPO has the capacity to carry out the federally authorized transportation planning process. The self-certification process is approved by members of the Executive Board, which for Kingsport includes both TDOT and VDOT, the FHWA, and the FTA. Once again the Kingsport MTPO will be including the self-certification during the upcoming UPWP as well as the TIP approval process.

Changes to UPWP

Changes are necessary when the MTPO changes the scope of the UPWP, adds new funds, adds or deletes work tasks or subtasks, or moves funds between work tasks.

Changes to the UPWP involving FHWA/FTA funds fall into two categories, each requiring different action; ***Amendments and Administrative Modifications***

Amendments are changes that result in:

- **Addition of funding to the UPWP**
- **Modifying the scope of the UPWP**
- **Change in the lead agency (e.g. MPO, State, Public Transportation Operator, Local Government, or consultant partner) that will perform work in the UPWP**
- **Inclusion of costs that require prior written approval**
- **Change in the approved matching rate and source**

Administrative Modifications are changes where:

- **all other changes may be performed by administrative modification**

Approval of Changes:

Amendments: Amendments must be federally approved. Prior to the request for federal approval, TDOT will review all UPWP amendment submittals for accuracy and completeness. When the amendment has

been approved at the Federal level and TDOT has been notified, a copy of the formal notice of approval will be furnished to the MTPO.

Required Documentation for Amendments:

- A cover letter from the MTPO clearly detailing the proposed revisions
- A signed MTPO Board resolution approving the amendment and containing a brief description of the proposed revisions
- A copy of every affected UPWP page(s) as it appeared before the revision and a copy of the page(s) as amended
- A copy of the financial summary table(s) as it appeared before the revision and a copy as amended
- Documentation of public involvement

Administrative Modifications: The TDOT Long Range Planning Division Office will be advised of any MTPO revisions to the UPWP. Approval for an adjustment is not required by TDOT or VDOT, but notification of an adjustment to the State DOTs will occur within the consultative process prior to its execution by the MTPO Executive Board. Adjustments are documented through presentation of materials at Executive Board meetings and minutes thereof. Meeting minutes are posted on the MTPO's website.

Public Participation

The MTPO utilizes a Public Participation Plan (PPP) as part of the planning process to ensure that the public is involved in the formulation of UPWPs, studies, Transportation Improvement Programs, the Metropolitan Area Long Range Transportation Plan, and various other plans. The PPP documents the process and procedures of the MTPO for informing local residents, businesses, and officials of the MTPO's regional planning efforts and how the MTPO seeks meaningful input into the transportation planning process. Methods used to inform the public will include, but not be limited to published notices, website notices, public meetings, possible workshops and site visits (when and where needed), social media, and other public involvement activities. Meetings and events will be held at convenient times and locations that are accessible via public transportation, ADA compliant, and have necessary Limited English Proficiency (LEP) resources. In addition, the final (adopted) UPWP will be posted on the Kingsport MTPO's website. During FY23 the MTPO plans to conduct a comprehensive review of the existing Kingsport Public Participation Plan, with expected final publication expected in early summer. Changes to the plan will likely focus on technological applications and will be presented to the MTPO Executive Board for approval (through the amendment process). Some aspects of virtual (online) meetings will be discussed and documented in various publications, including the PPP.

Each MTPO Technical Coordinating Committee (TCC) and Executive Board meeting is publicly advertised. Included in the public notice are date, time, location (including facilities meeting ADA requirements), a brief description of subject matter to be discussed and acted on, and a contact to receive further information. A public hearing is also provided at all MTPO meetings to afford citizens an opportunity to comment and ask questions on any transportation related subjects, including programs, projects, and various studies. These may be conducted virtually, depending on state and federal guidance. For example, the MTPO staff may host a public hearing on freight issues and in the process seek input from local officials

and freight stakeholders to successfully integrate freight planning into the existing transportation planning process. Additionally, the MTPO maintains a website at www.kptmtpo.com where documents can be downloaded, meetings notices are published, and a variety of transportation planning information and links are provided. The UPWP, which is prepared with cooperation and guidance from federal, state, and local agencies, is reviewed at scheduled public meetings, as dictated by the Public Participation Plan. It is also made available on the MTPO's website.

Environmental Justice and Title VI

As part of the transportation planning process the Kingsport MTPO must address Environmental Justice and Title VI to minimize disproportionately adverse effects on minority populations and low-income groups in the development and implementation of transportation projects. Environmental Justice is strived for and achieved by identifying and addressing disproportionately high and adverse human health and environmental effects, including interrelated social and economic effects of federal programs, policies, and activities on minority populations and low income populations. It is the policy of the MTPO to ensure compliance with Title VI of the Civil Rights Act of 1964: No person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal funds on the grounds of race, color, or national origin. The Kingsport MTPO submits Title VI Compliance Reports to both TDOT and VDOT as requested. The Title VI Report documents the inclusion of MTPO's civil rights activities in the development of annual programs, projects, and planning products. The Title VI assessment is a tool to evaluate outreach efforts to traditionally underserved populations to ensure those individuals receive equal access to transportation services. The UPWP dedicates a subtask to planning activities that includes Environmental Justice and Title VI assessment of transportation and transit projects. Small and minority-owned business participation is monitored through annual Title VI reports.

Planning Factors and Federal Initiatives

MAP-21 and the FAST Act specify 10 (ten) Planning Factors that should be incorporated into the MTPO Work Program and annual activities. In addition, the USDOT provides several Federal Initiatives that should be considered in developing transportation plans and studies.

FAST Act Planning Factors

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency. Example: improve truck/rail routes through the metro-area (i.e. Eastman Chemical shipments).

Planning Activities:

- Transportation performance management
- Economic Development
- Financial planning and forecasting
- Multimodal and intermodal freight planning and performance
- Public private partnerships

- Strategic Highway Research Program (SHRP)
 - Every Day Counts (EDC)
 - Plan transportation initiatives that enhance equitable and affordable housing
2. Increase the safety of the transportation system for motorized and non-motorized users. Example: install traffic calming devices (roundabouts on Watauga Street) at high crash locations

Planning Activities (Center Street at Memorial Boulevard):

- Transportation safety planning
- Monitor performance measurement safety targets

3. Increase the security of the transportation system for motorized and non-motorized users. Example: install ITS camera system at strategic locations (US 11-W at University Boulevard and Holston Army Ammunition Plant)

Planning Activities:

- Improve safety and security for all transportation users
- Develop transportation elements to regional security plans, such as the Regional Incident Management Plan, Hazardous Materials Plan, and Regional Medical Response Plan.

4. Increase accessibility and mobility options available to people and for freight. Example: Plan for improvement to public transit systems in the area (KATS, MEOC/MET, NET Trans)

Planning Activities:

- Access management and corridor management
- ADA accessibility
- Congestion management, travel time reliability, and system performance
- Active transportation and transportation alternatives
- Multimodal and intermodal freight planning and performance

5. Protect and enhance the environment, promote energy conservation, and improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns. Identify historic sites and environmentally sensitive areas in the long-range plan – to exclude these from transportation improvement projects. Example: Yancey's Tavern Historic Site – assure plans to improve SR 126 avoids / protects this site

Planning Activities:

- Livability, supporting equitable and affordable housing
- Sustainability
- Title VI and environmental justice
- Planning and environmental linkages (PEL)
- Air quality and public health
- Integrating transportation and land use

6. Enhance the integration and connectivity of the transportation system - across and between modes - for people and for freight. Example: multimodal projects that link various modes, as identified in the Bike/Ped plan (install transit waiting shelters along new sidewalk on East Stone Dr./SR 1)

Planning Activities:

- Active transportation and transportation alternatives
- Multimodal planning that researches connectivity between modes of travel
- Multimodal and intermodal freight planning and performance

7. Promote efficient system management and operation. Example: congestion mitigation project (system management), including coordinated subsystem along Lincoln Street near Eastman plant

Planning Activities:

- Planning for operations
- Congestion management, travel time reliability, and system performance
- Transportation system management and operations (TSMO)

8. Emphasize preservation of the existing transportation system. Example; preservation through sustainable practice based on long-term maintenance plans – including resurfacing schedules for major and minor arterials provided by city, county, and state DOTs, such as JB Dennis Highway (SR 93) or Main Street downtown Kingsport

Planning Activities:

- Asset management
- Pavement and bridge performance

9. System Resiliency and Reliability. Example: plan for transportation system projects that work during peak hours – includes a signal timing plan for Center Street that adjust for primary traffic flow during peak hours, and that works on a consistent basis

Planning Activities:

- Improve the resiliency and reliability of the transportation system
- Ensure transportation system is maintained in good condition
- Investment strategies to ensure maintenance activities are adequately funded
- Develop a system to track the condition of the regional transportation system.

10. Enhance travel and tourism Example: plan for through trips through the metropolitan area (congestion management along interstates - modeled in TRANSCAD) or improve access by widening connector roads (Hemlock and Reservoir Rd) to Warriors Path and Bays Mountain Park

Planning Activities:

- Support and promote the transportation system to enhance travel and tourism

TASK I. PROGRAM ADMINISTRATION

Responsible Agency: MTPO, LENOWISCO PDC, TDOT, VDOT

Purpose: To conduct continuing, cooperative, and comprehensive transportation planning activities consistent with the MTPO Area's Long Range Transportation Plan to ensure that all transportation planning projects meet Federal and State requirements. Continue to implement the requirements of Title VI, Environmental Justice and Public Participation into the MTPO process. Manage all MTPO functions in an efficient and effective manner. Maintain a focus on regional priorities within the process of administering the MTPOs transportation planning activities, programs, and products. Manage financial process and products. Follow the adopted Public Participation Plan. Assure all tasks in the UPWP are carried forth in an effective manner.

Previous Work:

- A continuing work activity (following UPWP guidelines and directives)
- Coordination and management of MTPO TCC and Executive Board Meetings
- Prepared and adopted Fiscal Year 2020 / Fiscal Year 2021 UPWP
- Oversee both PL highway planning as well as Section 5303 multimodal / transit planning activities (TN and VA)
- Prepared quarterly progress reports and reimbursement requests for MTPO
- Managed financial issues and provided accountability of state, federal, and local funds linked to MTPO operations and projects (TN, VA PL and Sect. 5303 funds)
- Title VI Compliance Reports submitted to both TDOT and VDOT
- Utilized adopted Public Participation Plan (PPP)
- Continued modifications to MTPO website to provide users with better access to information on transportation planning activities
- Maintained over-sight on all priority products, i.e. TIP, LRTP, TPRs (TDOT studies), In-house studies, etcetera, as well as efforts to achieve goals and objectives as set forth in the UPWP and LRTP by the Executive Board, staff, and representative jurisdictions. This includes furthering plans for highway projects (SR 126, SR 347, SR 36, and SR 93), multimodal projects (Kingsport Greenbelt, sidewalks on SR 1, other proposed sidewalks on state route projects, bike lanes and trails according to the metro-area Bike/Ped Plan, and other non-motorized projects in Tennessee).
- Promoted plans for continued improvements to SR 224 and US 23 in Virginia (efforts in Fiscal Year's 2020 and 2021 continued to re-evaluate recommendations made in previous studies)
- Fiscal Year 2020 and 21 highlights included utilization of the current (2040) Long Range Transportation Plan for project guidance, completion of the new 2020-23 Transportation Improvement Program, and continued various planning studies (including multimodal studies). FY '21 also had ongoing initiatives, including the application of conservative financial management in order to accrue funding for consultant fees to develop the long range plan.
- Attended MTPO statewide and regional (virtual) meetings in Tennessee and Virginia, conducted virtual Executive Board meetings, attended virtual training on MTPO-based planning techniques,

continued focus on sustainable and non-motorized project initiatives, and completed adjustments and amendments to the current TIP.

Subtask Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Public Involvement

- Ongoing application of the updated Public Participation Plan and continued efforts to involve all metropolitan planning area citizens in the MTPO transportation planning activities and products. (MTPO, LENOWISCO PDC, TDOT, VDOT)
- Continue to evaluate and develop options and/or improvements to the “Public Participation” Process. An evaluation of the adopted PPP will be conducted during Fiscal Year 2023. (MTPO)
- Update and maintain the Kingsport MTPO website (MTPO)
- Management of public notifications and advertisements for meetings and various products, i.e. RFQs, Long Range Plans, EB Meetings (MTPO, LENOWISCO PDC)

Subtask 2. Training / Seminars

- Attend transportation conferences, workshops, and seminars to ensure compliance with regulations and guidelines and gain knowledge of MTPO-related topics, i.e. Tennessee Transportation Assistance Program (TTAP) courses, TDOT webinars/meetings, VDOT webinars/meetings, FHWA webinars/courses, and FTA webinars/courses, AMPO, TRB, etc. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 3. Study Administration

- Planning initiatives and studies will be conducted on an occasional basis, particularly those that are related to projects generated by the long range plan or those considered for funding through the Transportation Improvement Program (TIP). Corridor studies, intersection analysis, TDOT Technical Reports, VDOT studies, and subarea studies that involve improvements in traffic flow, include multimodal elements, and safety considerations, may be a part of these specific studies. Administration of these studies is an important part of the planning process. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 4. Financial Management and Progress Reporting

- Complete Quarterly invoices, progress reports, and draft meeting minutes (MTPO, LENOWISCO PDC). This includes expenditure reports for all funding types and sources and expense categories
- Manage financial issues and provide accountability of state, federal, and local funds, including PL and Section 5303, which are linked to operations and projects (MTPO, LENOWISCO PDC)

Subtask 5. Program Administration and Coordination

- Provide daily, weekly, and monthly oversight to the overall MTPO operations, including supervising the programs, projects, and products that are described in all of the tasks found in the UPWP. This includes participation in monthly conference calls with TDOT and VDOT and other correspondence, scheduling and managing activities, interacting with City of Kingsport (cognizant agency) and all other MTPO member jurisdictions, coordination of personnel,

working with local budgetary issues and MTPO funds, and assuring that all required products are completed according to federal, state, and local regulations (MTPO, LENOWISCO PDC)

Subtask 6. UPWP

- Prepare an FY 2023 update to the Fiscal Years 2022-2023 Unified Planning Work Program and Budget (MTPO, LENOWISCO PDC, TDOT, VDOT)
- Process modifications to the UPWP, when needed, including changes to the scope of work within tasks, changes to task budgets, or additions of special studies (MTPO)

Subtask 7. Title VI and Environmental Justice

- Submit Title VI compliance reports to TDOT and to VDOT, as requested (MTPO)
- Ensure that all transportation planning activities are consistent with requirements of Environmental Justice and Title VI (MTPO, LENOWISCO PDC, TDOT, VDOT)
- Monitor small/disadvantaged business (DBE) participation in MTPO professional services (MTPO)

Subtask 8. Meetings

- Coordinate and schedule all business activities and meetings for the MTPO Executive Board and Technical Coordinating Committee (MTPO)
- Attend meetings of the MTPO, the First Tennessee RPO, local, regional, state, and federal sponsored meetings related to transportation planning as needed and coordinate on mutual issues (MTPO, LENOWISCO PDC)
- Prepare and maintain contact lists, media lists, and other lists as needed (MTPO, LENOWISCO)

Subtask 9. Project Initiation (planning level)

- Projects found within the Transportation Improvement Program are typically based upon a study or report generated by TDOT, VDOT, or the MTPO staff. Once identified for funding in the TIP a project initiation process begins (project initiation packet). A consultant can be obtained to assist in evaluating areas of potential improvements through Planning Reports. At this point the project is handed off by MPO staff to the project developers (r-o-way staff, environmental staff, engineers) MPO does not stay involved beyond this point in time. (MTPO, TDOT)

Subtask 10. Supplies, Equipment, and Capital Purchases

- The budget for administrative expenses includes funding for office supplies, equipment i.e. traffic counters, machinery, computers and computer software. (MTPO, LENOWISCO PDC)
- Purchase at least one new computer during the year, upgrade TRANSCAD travel demand software, (tentatively) purchase a small plotter to develop maps and materials for public hearings and viewing. Note; all expenses over \$5,000 will be preceded by Federal Highway approval (MTPO).

Subtask 11. Development of Transportation Planning Products

- Continue administrative oversight related to Multimodal Planning Activities, the Long Range Plan, TIP, other plans and studies, i.e. Transportation Investment Reports, and other

transportation planning products, with particular focus on advancement of projects found in the new TIP and Long Range Plan (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 12. Performance Measurements

- As part of the Performance Management (PM) and Measurements initiative, MAP-21 (and now FAST-Act), requires the establishment and maintenance of State and Metropolitan-wide level transportation “performance targets”. During Fiscal Years 2022 and 2023 the MTPO will continue to follow the PM program and maintain compliance to the regulations and directives, as set forth by FHWA, FTA, TDOT, and VDOT, as well as area transit agencies, regarding development of these targets (MTPO, LENOWISCO PDC, TDOT, VDOT).
- Publish and adopt updated annual reports on periodic targets set by VDOT, TDOT, and (if preferred) the MTPO staff and Board (MTPO) – for PM1, PM2, and PM3

Subtask 13. MTPO Bylaws / Adherence to Federal Regulations / Certifications / ADA / Other

- As needed, review and/or modify bylaws (MTPO)
- Process annual and other periodic certifications and assurances, as requested by TDOT, VDOT, FHWA, FTA (MTPO, LENOWISCO PDC)
- Monitor MTPO member jurisdictions for compliance with the ADA (MTPO)

Subtask 14. Administration of Special Studies

- In early 2021 the City of Kingsport received an Urban Transportation Planning Grant (UTPG) to study multimodal improvements to East Center Street, from Downtown Kingsport at East Sullivan Street to Fort Henry Drive. The grant is part of a new program that is being offered and managed by TDOT staff and includes partnerships with a selected consultant and the City of Kingsport/Kingsport MTPO. This study will help determine what future improvements along this corridor are needed, including safety improvements, economic development elements, multimodal opportunities, and accessibility (MTPO, TDOT). The LRTP s also included as a special study.

Subtask 15. Focus on Priorities

- As part of the administrative task, MTPO will continue to focus on MTPO area planning priorities and work with other MTPOs and RPOs/PDCs to accomplish regional goals, including developing priorities that address critical transportation needs within the Tri-Cities area, i.e. I-81 / I-26 interchange and IMPROVE Act projects. (MTPO, LENOWISCO PDC)

End Products and Work Schedule (TASK I)

Product	Work Schedule
An ongoing transportation planning program	Continuing Task (All Agencies)
Develop a FY 23 update to the 2022-2023 Unified Planning Work Program	May 2022 (VA) – August 2022 (TN) (MTPO, LENOWISCO PDC, TDOT, VDOT)
Quarterly Reports	Completed at the end of each quarter (MTPO, LENOWISCO PDC)
Executive Board & TCC Meetings	Quarterly/As needed (MTPO)
Title VI Reports and compliance	As requested (MTPO)
Monitor the status of small/disadvantaged business participation	Continuing Task (MTPO, TDOT)
Attend meetings, maintain contact lists, establish jurisdiction communication	Continuing Task (MTPO, LENOWISCO)
Implement and make adjustments to new PPP	Ongoing through 2022-2023 (MTPO)
Maintain Kingsport MTPO website	Ongoing (MTPO)
Workshops and Training	As Needed (MTPO, LENOWISCO PDC)
Revisions, as needed, to the updated LRTP, TIP, and other studies	By Deadlines, as established by TDOT, VDOT, and Federal Agencies (MTPO) -- see table page 11
Develop study of Center Street as part of Urban Transportation Planning Grant (UTPG)	Ongoing through FY 2022 (TDOT, MTPO Assistance) – completion spring 2022
Develop study of I-81/ I-26 Interchange (a sub-task of current LRTP	Ongoing through FY 2023 (MTPO, TDOT) – completion summer 22

Funding Sources (TASK I)

Fiscal Year 2022

Task I. Admin.	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO / CoKpt						
Federal	\$96,000	\$1,760			\$1,600	\$99,360
State	\$6,000	\$220			\$200	\$6,420
Local	\$18,000	\$220			\$200	\$18,420
TDOT						
Federal			\$10,544			\$10,544
State			\$2,636			\$2,636
LENOWISCO						
Federal		\$16,000				\$16,000
State		\$2,000				\$2,000
Local		\$2,000				\$2,000
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$120,000	\$22,200	\$13,180	\$7,500	\$2,000	\$164,880

Fiscal Year 2023

Task I. Admin.	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$96,000	\$1,760			\$1,600	\$99,360
State	\$6,000	\$220			\$200	\$6,420
Local	\$18,000	\$220			\$200	\$18,420
TDOT						
Federal			\$10,544			\$10,544
State			\$2,636			\$2,636
LENOWISCO						
Federal		\$16,000				\$16,000
State		\$2,000				\$2,000
Local		\$2,000				\$2,000
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$120,000	\$22,200	\$13,180	\$7,500	\$2,000	\$164,880

TASK II. TRAVEL DATA COLLECTION, MAINTENANCE AND ANALYSIS

Responsible Agency: MTPO, LENOWISCO PDC, TDOT, VDOT

Purpose: To collect, update and maintain an inventory of transportation data. To initiate new and monitor established transportation inventories, both at the State and Local level, as well as changes in land use patterns and socioeconomic data necessary for comprehensive multimodal short and long range transportation planning activities, including data used in Long Range Plan updates or amendments, within Kingsport's MTPO planning boundary. To collect and utilize census data (2020) that contributes to the travel demand modeling process found in the Long Range Transportation Plan. To maintain a focus on regional priorities within the process of collecting and analyzing travel and transportation data.

Previous Work

- Traffic volumes collected at 191 annual cycle count stations (TDOT)
- Traffic volumes collected at 24 tri-ennial cycle count stations (VDOT)
- Special traffic count data collected for design projects as required (MTPO)
- Accident data from TN Department of Safety coded and filed (TDOT)
- High hazard accident data furnished for safety studies as needed (TDOT)
- Developed GIS (Geographic Information System) traffic count maps to visualize transportation data (MTPO)
- Conducted annual counts throughout the MTPO area with specific counts being conducted upon request (for project-specific needs)
- Obtained and compiled a list of crash data from MTPO jurisdictions for analysis
- Monitored jurisdictional land use changes to analyze potential impacts on the transportation system; i.e. retail areas along West and East Stone Drive
- Updated population, employment, and other demographic data collected for use in various planning products, i.e. Long Range Plan, Corridor Studies
- Updated Tennessee Department of Transportation TRIMS and TITAN data (TDOT)
- Utilize TRIMS data for various traffic and transportation research, i.e. evaluation of TIP projects for purpose and need criteria

Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Traffic Counts

- TDOT will continue to collect traffic count data at 191 annual cycle count stations for the purpose of monitoring changes in volume and evaluating potential recommendations for system improvements, i.e. signal timing, lane configurations, additional capacity (TDOT)
- TDOT, VDOT, and MTPO staff will conduct special traffic counts as needed for planning and design projects, i.e. SR 224 / U.S. 23 (Virginia), SR 347 (Rock Springs Road), safety evaluations (Bloomingdale Pike, SR 357 near Tri-Cities Airport area, Carter's Valley Road, West and East Stone Drive, and Fort Henry Drive). (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 2. Safety Data Collection and Analysis

- Collect periodic crash records from various MTPO jurisdictions (top 20 locations) to analyze and determine “cause and effect”. The process then moves to a “hand-off” phase to the technical staff to develop and design alternative corrective measures (MTPO, LENOWISCO PDC, TDOT, VDOT)
- TDOT will maintain accident files, high hazard listings, and other safety data as required. VDOT also maintains these records for MTPO reference and use as needed. As part of Long Range Planning process, crash and related records will also be used to further study more specific crash locations that can lead to recommendations for safety improvements, specifically East Stone Drive, Fort Henry Drive at Moreland Drive, Eastman Road at Center Street, U.S. 23. TITAN and VA datasets allows TDOT, VDOT, and local traffic staff to evaluate the need for safety features i.e. lower speed limits, traffic calming, signal timing, access points, geometric improvements. (TDOT, VDOT)

Subtask 3. Travel Time and Congestion Mitigation

- Conduct travel time studies, if needed, for specific corridors (SR 357). Moccasin Gap, when and where needed. This will include an evaluation of travel time for public transit service within the MTPO area along high-impact routes (MTPO, LENOWISCO PDC, TDOT, VDOT), specifically I-81 to East Stone Drive

Subtask 4. GIS Database Development and Maintenance

- Collect, update and maintain transportation-related GIS database for the MTPO region. This will include collecting Kingsport Area Transit Service (KATS) data pertaining to ridership by routes and times, bus stop usage, schedule of service hours, and other inventories and patronage information (KATS, MTPO). GIS products for level of service and traffic counts will be developed.
- Conduct research, when needed, using the TRIMS (Tennessee Roadway Information Management System) database (TDOT)

Subtask 5. Bicycle and Pedestrian Data Collection

- Collect bicycle counts at designated locations within the MTPO area, utilizing count technology provided by the City of Kingsport and TDOT. Coordinate with TDOT multimodal count division to establish an area-wide count program for bike and pedestrian traffic. Pedestrian counts and crash records will also be collected and utilized to supplement the bike/ped plan (completed fall of 2021) on Downtown Kingsport, Downtown Gate city, and Lynn Garden

Subtask 6. Collect and Disseminate Socio-Economic Data

- Collect, analyze, maintain and update socio-economic, land use, and travel pattern data from a variety of sources - for traffic-generation needs (MTPO, LENOWISCO PDC), specifically East Stone Drive, Fort Henry Drive in Colonial Heights, and Bloomingdale.

Subtask 7. Economic and Land Use Data

- As part of the modeling process, determining trips to and from places of employment and households (home-based trips) is a primary element. Staff will collect and organize economic and land use data, classified by type of business, i.e. retail or industrial or service/office, and type of households, i.e. apartment, single family (MTPO, LENOWISCO PDC) particularly along Interstate 81 interchanges, SR 36 near JB Dennis, and the Meadowview area

Subtask 8. Travel Demand Modeling

- Staff will coordinate with TDOT, VDOT, and federal agencies to develop and update the area travel demand model using TRANSCAD software. MTPO staff will collect and organize land use, population, household, and employment data to assist in model calibration. The model development will be conducted by a contract consultant and oversight of the process will be managed by TDOT's Long Range Planning Division. It will be used for the LRTP but also for development forecasts as well, i.e. I-26/81 area (MTPO, TDOT, VDOT)

Subtask 9. Functional Classification – Maintenance and Updates

- Roadway Functional Classification for the Metropolitan Planning Area, including portions of Hawkins County and Scott County, was reviewed and updated several years ago. A new update is scheduled for FY 23 and new traffic counts will be considered in changes. Prior to this, when and where individual adjustments are needed, i.e. SR 357, Staff will evaluate and make these changes. The FHWA's manual on functional classification is used as a guideline in making these changes. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 10. Urbanized Area Boundary Update - 2020 Census

- The roll-out of the Census Bureau's 2020 statistics and mapping began in 2021 and will continue in detail through 2022. Significant number of datasets and/or products collected and organized affects MTPOs. This includes revised urbanized areas, which determines funding apportionments, and long range planning areas that define LRTP study boundaries. Staff will use these to make adjustments to various geographies i.e. Washington County Tn and Church Hill, including the UZA and MPA. Staff will also use census resources (tracts and block groups) to make changes to the Metropolitan study area and any associated functional classifications. Smoothing of boundaries using 2020 census tracts and block groups will also be accomplished with assistance from Kingsport GIS Division.

Subtask 11. Public Transit Data

- Update and maintain transit ridership data to improve service at KATS and NET Trans and coordinate with other modes of travel, including bicycle and pedestrian data (MTPO, KATS, NETRANS), particularly within new routes and service areas (Colonial Heights).

Subtask 12. LENOWISCO PDC Data

- LENOWISCO PDC will provide data for Scott County in the form of demographic and socioeconomic data as well as additional land use information as it relates to transportation

planning products (short and long range planning needs). This is used for periodically modeling the Moccasin Gap traffic flow (current and future) and US. 23 corridor.

- Virginia DOT will continue to utilize Synchro modeling software for the purpose of traffic flow analysis
- VDOT will collect and disseminate traffic volume data, as directed by previously established schedules, as well as special needs i.e. new planning studies. VDOT obtains traffic counts in Scott County and the Towns of Weber City and Gate City on a three-year cycle. Current schedule has these counts scheduled for the 2022 fiscal year.

Subtask 13. Air Quality and Mobility Issues

- Continue to monitor (reports from EPA and TDEC) the air quality of the Kingsport MTPO area to assure that standards are being met, including ozone level and pm2.5 particulate matter. Kingsport has never had measurements that resulted in a non-attainment status (above 70 ppb), although they have had years where it came close. The rolling average is now well below the new EPA standard and this is expected to continue.

End Products and Work Schedule

Product	Work Schedule
Average Daily Traffic, peak hour volume, vehicle classification, directional distribution, other traffic data for planning studies (TN and VA)	Permanent count data collected and computed for computer storage weekly. Other special counts as needed (TDOT, VDOT, City of Kingsport)
Vehicle miles of travel on functionally classified systems,	Annual cycle counts to be made in Sept-Oct 2022 and Sept-Oct 2023 (TDOT, VDOT)
High hazards lists, collision diagrams, accident data	Periodic collection of accident data (City of Kingsport, TDOT, VDOT)
Updated data for TDOT TRIMS File	Accident data coded and stored daily
Extrapolated 2010 census data for MTPO area, including updated mapping for Urbanized Area, Planning Area, and other Geographies as needed	Throughout fiscal year (MTPO, LENOWISCO PDC, City of Kingsport GIS, TDOT, VDOT)
Special traffic and speed studies	As Needed (MTPO, LENOWISCO PDC, TDOT, VDOT)
Specific data for Travel Demand Modeling and LRTP Update	Throughout fiscal year (Census Bureau, Purchased by City of Kingsport/MTPO)
Synchro traffic model simulation and analysis (VA)	Throughout VDOT fiscal year latter portion of year 2022 (VDOT)
Begin collection and organization of 2020 census data for LRTP	Begin early part of year 2022 (as census data arrives (MTPO, LENOWISCO PDC)

Funding Sources (TASK II)

Fiscal Year 2022

Task II. Data	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$28,000					\$28,000
State	\$1,750					\$1,750
Local	\$5,250					\$5,250
TDOT						
Federal			\$12,617			\$12,617
State			\$3,155			\$3,155
LENOWISCO						
Federal		\$12,000				\$12,000
State		\$1,500				\$1,500
Local		\$1,500				\$1,500
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$35,000	\$15,000	\$15,772	\$7,500	\$0	\$73,272

Fiscal Year 2023

Task II. Data	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$24,000					\$24,000
State	\$1,500					\$1,500
Local	\$4,500					\$4,500
TDOT						
Federal			\$12,617			\$12,617
State			\$3,155			\$3,155
LENOWISCO						
Federal		\$12,000				\$12,000
State		\$1,500				\$1,500
Local		\$1,500				\$1,500
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$30,000	\$15,000	\$15,772	\$7,500	\$0	\$68,272

TASK III. SHORT RANGE PLANNING

Responsible Agency: MTPO, LENOWISCO PDC, TDOT, VDOT

Purpose: Continually update and maintain a financially constrained Transportation Improvement Program (TIP) that provides for the short and long range transportation project needs of the MTPO's Planning Area. Short Range Planning also includes the development of analytical reports that create justification for TIP projects. Short Range planning focuses primarily on relatively low cost projects, particularly for traffic control and intersection improvements, i.e. signalization or turning lanes. Maintain a focus on regional priorities within the process of developing and making changes to projects found within the Transportation Improvement Program. Establish TIP projects that are qualified and selected through an eligibility criteria accepted by FHWA, FTA, TDOT, VDOT, LENOWISCO PDC, and the MTPO Executive Board.

Previous Work:

- Completed the new Fiscal Years 2020–2023 Transportation Improvement Program
- Processed amendments and/or modifications to the Fiscal Years 2020-2023 Transportation Improvement Program to change funding and/or project scope / description / etcetera.
- Worked with TDOT and FHWA to reconcile balance of Local STBG Funds and assure the TIP is financially constrained
- Reviewed and tracked progress of transportation projects by local agencies and TDOT found in the current TIP, including balance of project programmed and obligated funds and balance of unobligated/un-programmed funds
- Reported on the status of TIP projects on a regular basis
- Assisted in the development of planning phases for various TIP projects (TPRs, etc.) and maintain cohesiveness with the Long Range Transportation Plan
- Coordinated with TDOT Local Programs to make adjustments to State projects in the TIP
- Published Annual List of Obligated Projects

Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Development of New Transportation Improvement Program

- Preliminary development of new TIP for Fiscal Years 2023 through 2027 (spring 23). This will involve soliciting participation from the MTPO member jurisdictions for potential projects, determining the eligibility and fiscal constraint on existing projects (carried over from the 20-23 TIP) as well as new projects, and establishing cost estimates and timing of project phases. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 2. Maintenance of TIP

- Upon request, continue to make amendments and/or adjustments to the FY 2020-2023 TIP that are based upon continued evaluation of transportation projects found in the Long Range Transportation Plan. This includes maintaining fiscal constraint throughout the process. (MTPO) Begin the process of learning and using E-TIP for future versions of the TIP

- Maintain a financially constrained TIP for both Tennessee and Virginia Highway projects as well as for Tennessee Public Transportation projects. Maintain spreadsheet that records and calculates the balance of ST-BG funds and programmed and obligated projects (MTPO)

Subtask 3. TIP Project Planning

- Coordinate with TDOT, VDOT, and local agencies on project schedules and funding (MTPO)
- Continue to provide planning assistance in the development of various TIP projects, i.e. Main Street, Island Road, Rock Spring Road projects (MTPO, TDOT, VDOT)
- Continue to organize and develop project groupings that are defined as those that share similar characteristics such as signal projects, safety projects, intersection improvements, and enhancement projects. (MTPO, TDOT, VDOT)
- Publication of “Annual List of Obligated Projects” (in coordination with TDOT Local Planning Division) – typically during the fall quarter. (MTPO)

Subtask 4. Environmental Impact Assessments

- Almost all projects generated through the MTPOs TIP or LRTP using federal funds require an environmental report, i.e. assessment, impact statement, or categorical exclusion. MTPO staff will assure that this process is followed by all member jurisdictions
- Rules and regulations defined by the National Environmental Protection Act and the USDOT will be followed in the development of projects advanced in the MTPO area

Subtask 5. National Defense

- The MPO will initiate discussion with the Holston Army Ammunition Plant's management (US Army) with the intent of improving access and egress from the plant with safety and traffic movement a priority

End Products and Work Schedule

Products	Work Schedule
Maintain Fiscal Years 2020–2023 TIP through modifications and amendments	Throughout (MTPO)
Process TIP amendments and/or adjustments	As needed (MTPO)
Determination of TIP's conformity with air quality requirements	Dictated by air quality status and subsequent schedule (TDOT,VDOT)
Maintain up-to-date balance of Local STBG funds and other fund classifications to assure continued fiscal constraint	Throughout (MTPO, LENOWISCO PDC)
Annual Listing of Federally Obligated Projects	October-November 2021 (MTPO)
Balance of L-STG Funds with list of programmed projects	Continuous

Funding Sources (TASK III)

Fiscal Year 2022

Task III. SRP	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$48,000	\$800				\$48,800
State	\$3,000	\$100				\$3,100
Local	\$9,000	\$100				\$9,100
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal		\$9,200				\$9,200
State		\$1,150				\$1,150
Local		\$1,150				\$1,150
VDOT						
Federal				\$7,000		\$7,000
State				\$1,750		\$1,750
TOTAL	\$60,000	\$12,500	\$0	\$8,750	\$0	\$81,250

Fiscal Year 2023

Task III. SRP	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$30,000	\$800				\$30,800
State	\$1,875	\$100				\$1,975
Local	\$5,625	\$100				\$5,725
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal		\$9,200				\$9,200
State		\$1,150				\$1,150
Local		\$1,150				\$1,150
VDOT						
Federal				\$7,000		\$7,000
State				\$1,750		\$1,750
TOTAL	\$37,500	\$12,500	\$0	\$8,750	\$0	\$58,750

TASK IV. LONG RANGE TRANSPORTATION PLANNING

Responsible Agency: MTPO, LENOWISCO PDC, TDOT, VDOT

Purpose: Complete and maintain a Kingsport Metropolitan-Area Long Range Transportation Plan that encompasses all modes of travel, addresses problematic areas of traffic congestion, promotes transit and non-motorized travel, supports the efficient movement of freight, supports economic development, and centers around planning for a safe transportation system for the next 20-plus years. Task IV includes an ongoing review and analysis of various elements within the completed Long Range Plan. The purpose is to maintain a link to current TIP projects as well as other projects and programs while providing an ongoing analysis for, and amendments to, the Long Range Transportation Plan. The purpose is also to provide a continuously updated comprehensive long range transportation plan that will provide for the future transportation needs of the MTPO Metropolitan planning area. The LRTP should also be periodically evaluated and adjusted to coincide with current and ongoing changes, i.e. major new and planned developments within the MTPO Metropolitan Planning Area (MPA) for multimodal facilities, programs, systems, and projects. The purpose in monitoring Long Range Planning activities (after adoption) should include assistance to TDOT and VDOT in developing future adjustments and/or amendments to the statewide LRTP. Note in February of 2016 TDOT adopted a 25-Year Long Range Transportation Policy Plan which featured 8 policy papers and a 10-year Strategic Investment Plan. VDOT recently updated their LRTP, entitled VTrans (a continuous process).

Previous Work:

- The “Kingsport MTPO-Area 2040 Transportation Plan” was completed and adopted by the Executive Board and Staff in June of 2017. The plan included recommendations for transportation system improvements in both Tennessee and Virginia and in the City of Kingsport, City of Church Hill, Town of Mt. Carmel, Town of Weber City, Town of Gate City, Sullivan County Tennessee, Hawkins County Tennessee, Washington County Tennessee, and Scott County Virginia.
- Conducted corridor studies to analyze existing and future mobility needs related to the long range planning process, including US 23 and SR 224 in Virginia and the Interstate 81 / Interstate 26 interchange area and the extension of “SR 357 North” in Tennessee
- Participated in TDOT and VDOT sponsored studies for identification of future projects
- Continued monitoring air quality measurements for the Kingsport area as part of the long range planning process

Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Monitor Current LRTP

- Complete, adopt, and publish the Year 2045 Long-range Plan. Work will be finalized in the fall with the review process and public hearings the following winter. The Plan includes the travel demand model with very few roadway segments expected to have capacity issues.

Recommendations will be made to improve traffic flow on the problem areas, i.e. widening East and West Stone Drive, Ft Henry Drive, and signal timing in downtown Center Street.

- Continue the process of monitoring the new 2045 Long Range Plan, which includes making adjustments or amendments, where needed, and using the LRTP as a reference to further, more specific corridor or sub-area plans – Center Street (\$117,286 Urban Transportation Planning grant) - which focuses on turning movements and pedestrian safety, and remainder of the SR36 corridor - which include separated sidewalks and link to Colonial Heights sidewalks – part of TDOT design. (MTPO, LENOWISCO PDC, TDOT, VDOT)
- Before the work on the 2045 Plan is completed, the MTPO will continue to follow the goals and objectives for the current long range plan, i.e. safety, congestion management, travel time and accessibility, and economic development – and, through modeling and other resources, utilize these to conduct further research beyond completion of the long range plan, and develop data-based recommendations for improvements, i.e. MTPO-Area Safety Plan - identifying high crash areas and measure to mitigate these (provided by Federal Highway Administration – Washington D.C.), proposed Wilcox Drive study (in-house – focusing on traffic calming, grass buffers, and other aesthetics entering Kingsport,), study of continuing SR 357 (Airport Parkway North) from SR 126 to SR 1 (US 11-W) – which compliments TDOT study from I-81 to SR 126, and potential study of Moreland Drive as improved north-south secondary arterial that moves traffic more efficiently around the south side of metro area Kingsport.

Subtask 2. LRTP and Subsidiary Documents

- Continue utilizing the current LRTP as a foundation for other subsidiary long range planning documents i.e. amendments to the recently completed metro-area bike/ped plan, TPRs - when and where needed, corridor studies (SR 357 North), site-specific plans I-81/I-26 interchange area, short term capital improvement plans, Technical Reports (closed loop subsystems for Lincoln Street and Wilcox Drive (\$25,000), etcetera, as they relate to development of specific projects and/or recommendations – based upon development of priorities established by MTPO staff, Executive Board, and State DOT's. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 3. Utilize Current Travel Demand Model (Research)

- Continue to utilize the current travel demand model for additional planning, research, and project evaluation, particularly where significant changes in traffic flow may be occurring due to new commercial, residential, or service development within the MTPO area. (MTPO, LENOWISCO PDC), i.e. I-26 / I-81 quadrants for apartments, condos, and retail development adjacent to Fordtown Road and Tri-cities Crossing (develop development and associated roadway scenario plans to handle future traffic – scenario plans cost estimates in the range of \$40,000).

Subtask 4. Attainment Status - Monitor

- Include consideration for area's current attainment/non-attainment status in development of Long Range Plan and new 2020-23 TIP. This will include comparing results of the 2045 LRTPs alternative network for reduction in VMT, Level of service, and travel patterns and time in existing as well as recommended changes in projects in TIP projects (MTPO, LENOWISCO PDC, TDOT,

and advancing projects in the updated plan (2045 Plan) that reduces vehicle miles traveled and accompanying emissions. (MTPO, LENOWISCO PDC, TDOT, VDOT, FHWA, EPA) Contract for MOVES if necessary

- When needed, use of Kingsport-area travel demand model to test future scenarios related to MTPO area mobile-source emissions. Note: funding for additional travel demand modeling efforts will be provided as needed (additional funds are included in the task budget). This will depend on the classification that the Metro-Kingsport area will be during FY's 22 and 23 (attainment vs non-attainment). The modeling expense (if needed) will be applied to MOVES software under a consulting contract (TDOT)
- Monitor EPA and State DOTs legislation concerning designation of non-attainment status for Kingsport MTPO area (TDOT, FHWA). Monitor levels to expected standards to assure compliance

Subtask 5. Air Quality and Collaboration with Agencies

- Kingsport MTPO and associated participants (LENOWISCO PDC, Sullivan County) will continue to work with public and private partners (members of the Ozone Action Partnership Team, i.e. Eastman Chemical Company, City of Bristol, Sullivan County) to promote the reduction of ozone in the MTPO area through media-driven public notification
- Continue to work with MTPO County-based and District Agencies, including LENOWISCO PDC, to monitor air quality conditions and respond with appropriate planning activities, i.e. LRTP and TIP adjustments (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 6. Monitoring Local Measurements

- The Environment Protection Agency designated the Kingsport Area and Sullivan County as attainment areas under the 2008 Ozone National Ambient Air Quality Standards.
- Additionally, recent measurements have indicated the 3 year running average is below the current standard of .70 (through 2020). Efforts to maintain this trend will continue.
- Continue to monitor the air quality measurements in the Kingsport area (there are two stations in western Sullivan County) to assure compliance with the current EPA standards for PM2.5 and ozone levels in the area, including those based on non-motorized sources (industrial pollutants)

Subtask 7. Congestion Mitigation

- Efforts to reduce Volume to Capacity (V/C) ratios (or traffic congestion) at various roadway locations will be made through improved MTPO-supported traffic and transportation technology and research, through application of ITS features, including expansion of the coordinated signal system (TIP-funded ITS projects, i.e. new Lynn Garden Drive system, Lincoln Street), and also updated new Signal Coordination Software (recently purchased, installed, and operating).
- LENOWISCO PDC will continue to participate in community action planning (home equipment) and appropriate transportation planning and traffic management initiatives in order to reduce Vehicle Miles Traveled (VMT) and mobile source emissions in the affected counties
- Continue planning and, where applicable, advancing congestion management strategies and projects, with specific attention paid to travel time issues, signal systems, ITS projects, and multimodal (transit) projects. Access management on US 23 in Virginia (MTPO, LENOWISCO PDC)

- Planning activities for these issues and projects will include the use of travel demand modeling to identify specific levels of service problem areas, particularly along routes where high traffic volumes and accident rates occur, i.e. Fort Henry Drive (SR 36), Stone Drive (SR 1), Eastman Road, Center Street, JB Dennis Highway SR (93), Lynn Garden Drive (SR 36), and Wilcox Drive (SR 126).
- Planning activities focusing on congestion mitigation will also include corridor studies, as generated and prioritized within the new (2045) long range plan. Corridor studies will focus on development issues in relation to new and background traffic. Congestion problems can be identified through forecasting methods and recommended improvements made to accommodate growth (or possibly decline) in traffic. Safety issues will also be addressed in corridor studies as well. (MTPO, LENOWISCO PDC, TDOT, VDOT)
- Through the LRTP, evaluate patterns within the metropolitan planning area to determine future traffic control facilities for operational needs (primarily traffic signals and signal systems – near Eastman Chemical plant). (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 8. Modeling

- State and federal agencies should continue to assist the Kingsport MTPO with their travel demand modeling needs, including technical assistance for MTPO staff, training, review of models, and oversight of consultants contracted to work on the models (TDOT Long-Range Plan)

Subtask 9. Multimodal and Non-Motorized

- Continue to concentrate on non-traditional modes of travel, including pedestrian, bicycle, and mass transit. Plans and recommendations for sidewalks, trails, and connections will be developed and the expansion and/or improvements to mass (public) transit systems will be supported. The area Bike/Ped Plan will be updated and will be followed to carry out capital projects – identified this spring. (MTPO, LENOWISCO PDC, TDOT, VDOT, DRPT, MEOC/MET, KATS, NET Trans)

Subtask 10. Freight and Rail

- Part of the long range plan includes a chapter on freight movement (primarily rail and truck). The long range plan typically presents the past and current trends in local freight movement, such as products from Eastman Chemical plant, coal, and other goods and products from Southwest Virginia and Eastern Kentucky (passing through Kingsport), or heavy truck traffic along interstate 81 (40% of total). The MTPO, with reference to the LRTP, will continue to assess these conditions (multi-axle traffic counts) and determine what is the best recommendation for accommodating future shifts in traffic volumes or modes, be it more truck traffic or more truck-to-rail piggyback service (“Crescent Corridor”. Emphasize needs assessment and subsequent development of plans and recommendations for truck and rail facilities i.e. intermodal terminals, new/expanded parking areas. Fiscal Year 2022 activities will include a close evaluation of Kingsport’s intermodal station for expanded use (note: the FAST Act includes a greater focus on freight, which will be closely monitored by MTPO staff for planning, funding, and program opportunities). (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 11. Intelligent Transportation Systems

- Through the LRTP develop forecasts and evaluate future traffic conditions that can be managed through Intelligent Transportation Systems. Plan for operational and capital solutions that address these needs using advanced ITS traffic control technology. This can be developed particularly along area major arterials. Priorities and funding for ITS applications will be established through the LRTP. TDOT and VDOT are investing funds for ITS along Interstate 81 and Interstate 26.
- The MTPO's updated ITS Architecture will be utilized as a guideline for improved capital improvement projects and operations. These will be identified and prioritized in the LRTP to evaluate in order establish a funding sources. Of particularly interest are applications along Interstate 26 from US 11-W (Stone Drive) to Unicoi County. (TDOT)
- Work with FHWA, FTA, TDOT, VDOT, and local agencies to manage and implement the region's Intelligent Transportation Systems (ITS) Architecture, while promoting and supporting the implementation of ITS projects, particularly along Interstates 26 and 81 and other major arterials (MTPO, LENOWISCO PDC)

Subtask 12. Climate Change

- The Kingsport MTPO, with reference to the current LRTP, will also consider and plan for transportation vulnerability due to climate change and extreme weather events and options for improving resiliency of transportation facilities or systems to long-term weather patterns (climate change) and extreme weather events (see Task 1 on climate change). (MTPO, LENOWISCO PDC, TDOT, VDOT, FHWA, EPA)

Subtask 13. Local Inter-Agency Consultation

- Assist in the public involvement and inter-agency consultation process by (monthly call) utilizing the MTPO's Public Participation Plan to carry forth the development of various planning products. This will include applying PPP guidelines for processing adjustments/amendments to the current TIP, amendments to the new 2045 long range plan, amendments to the new UPWP, and other products that are required throughout the fiscal year. This will also include working closely with local and regional planning agencies and governments i.e. Kingsport Planning Commission, Sullivan County Planning Commission, City of Church Hill, Town of Mt. Carmel, Town of Weber City, Town of Gate City, and Scott County to establish efficient (financially constrained) and effective transportation improvement recommendations(MTPO, LENOWISCO)

Subtask 14. Financial Constraint

- Assure that all plan elements and recommended improvements include a financial element that maintains fiscal constraint, whereby accurate projections of project costs do not exceed anticipated funding (based on past and projected revenues). (MTPO, LENOWISCO PDC)
- Utilization of INVEST Planning Tool - incorporation of FHWA's Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) in the development of long range plans and other planning documents that provide recommendations promoting and supporting sustainable transportation program and projects. Implementation of this tool (and process) will begin during Fiscal Year 2023 and be included in future planning documents. (MTPO, LENOWISCO PDC, TDOT, FHWA)

- TDOT Participation (inclusion in UPWP) - The Long Range Planning Division, Tennessee Department of Transportation, will work jointly with the Metropolitan Transportation Planning Organization (MTPO) to establish the required administrative and technical procedures and prepare contractual agreements. In addition, the Long Range Planning Division will attend technical and policy board meetings, distribute information on Federal transportation planning guidelines and requirements, conduct seminars and work sessions, review the MTPO's transportation planning studies and reports, and undertake general administrative activities. (TDOT)
- VDOT Participation (inclusion UPWP) - VDOT staff in the Bristol District Office and LENOWISCO PDC staff will continue to assist in actively working on MTPO projects that either originate in the MTPO / Gate City -Weber City area or directly involve Virginia roadways and transportation facilities that may include a Tennessee connection. This include administrative duties (i.e. chair meetings), developing the Virginia portion of the TIP, Virginia portion of the Long Range Plan, or working on SMART SCALE applications, STARS, Project Pipeline, collecting data (GIS and traffic information), VTrans, special studies, and other duties as necessary.

End Products and Work Schedule

Product	Work Schedule
Maintenance of Long Range Plan – projects advanced to TIP, as prioritized and funded	Ongoing until next plan is developed (MTPO)
Utilize and refer to the current/2040 Plan in developing corridor and sub-area specific studies	Continuing Task (MTPO, LENOWISCO PDC)
Continue to develop 2045 Long Range Plan	FY2022(MTPO,LENOWISCO)
Participate with VDOT in further Regional Corridor Studies	Throughout Fiscal Year (VDOT, LENOWISCO,)
Continue advancing corridor studies linked to LRTP	As Needed (MTPO, LENOWISCO PDC)
Continue planning Congestion Management and ITS project in coordination with Long Range Plans	Continuing(MTPO,TDOT VDOT, LENOWISCO)
Development of Corridor Studies, including Wilcox Drive (SR 126), Lynn Garden Drive (SR 36), Bloomingdale Pike, and Center Street (SR 36)	Ongoing through Fiscal Years '20 and '21 (MTPO, LENOWISCO PDC)
Interagency Consultation Process – participation	Throughout (MTPO)
Coordination with EPA, TDOT, VDOT, TDEC, LENOWISCO PDC	Throughout (MTPO)
Monitor air quality ratings and new quality standards	Throughout (MTPO)
Increase public awareness of air quality issues	Throughout (MTPO)
Integrate livability principles of more transportation choices and neighborhood values in the planning process	Throughout (MTPO, LENOWISCO PDC, TDOT, VDOT)
Continuous evaluation of current and future traffic flow in the MTPO area, i.e. Congestion Management	Throughout (MTPO, LENOWISCO PDC, TDOT, VDOT)
Support and promote TIP-based projects that enhanced the reduction of mobile-source emissions	Throughout (MTPO, LENOWISCO PDC, TDOT, VDOT)

Funding Sources (TASK IV)

Fiscal Year 2022

Task IV. LRTP	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$48,000	\$1,600				\$49,600
State	\$3,000	\$200				\$3,200
Local	\$9,000	\$200				\$9,200
TDOT						
Federal			\$28,209			\$28,209
State			\$7,052			\$7,052
LENOWISCO						
Federal		\$4,600				\$4,600
State		\$575				\$575
Local		\$575				\$575
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$60,000	\$7,750	\$35,261	\$7,500	\$0	\$110,511

Fiscal Year 2023

Task IV. LRTP	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$32,000	\$1,600				\$33,600
State	\$2,000	\$200				\$2,200
Local	\$6,000	\$200				\$6,200
TDOT						
Federal			\$28,209			\$28,209
State			\$7,052			\$7,052
LENOWISCO						
Federal		\$4,600				\$4,600
State		\$575				\$575
Local		\$575				\$575
VDOT						
Federal				\$6,000		\$6,000
State				\$1,500		\$1,500
TOTAL	\$40,000	\$7,750	\$35,261	\$7,500	\$0	\$90,511

TASK V. MULTIMODAL PLANNING

Responsible Agency: MTPO, LENOWISCO PDC, TDOT, VDOT

Purpose: Continue to develop and update inventories of multimodal facilities, services, and programs for the MTPO area and periodically evaluate these for shortages and/or gaps, thus enabling the planning process to produce more effective and advanced multimodal short and long range plans. An emphasis is placed on public transit (local bus systems), bicycle, and pedestrian plans and program, with progression towards capital improvements and improved service in these areas. Multimodal planning in the Virginia portion of the MTPO also includes continued planning support and development of the rural public transit program, specifically Mountain Empire Older Citizens (MEOC)/Mountain Empire Transit (MET) that serves as a link to other programs. Urban systems that link to rural systems includes i.e. KATS (Kingsport) urban transit system and NET Trans in the Kingsport / Sullivan County area. The MTPO will continue to work with all service providers in the metropolitan planning area that receive FTA funds in the following programs: Section 5303, Section 5307, Section 5309, Section 5310, Section 5311, and Section 5339. Also, planning assistance will also be provided for recipients of state funds, including UROP in Tennessee. Additionally, the MTPO staff will identify and evaluate locations in the MTPO area where multimodal connections can and should be made, particularly at the end of routes (first/last mile) for transit, bike paths, and pedestrian facilities. Also, MTPO staff will study ways to incorporate safety measures into these transfer points.

Previous Work

- Processed TIP amendments for locally-generated projects, including a major capital improvement project for the urban area (Kingsport Area Transit System garage)
- Worked with multimodal project planning, freight planning, ITS architecture development, and other specialty areas within the long range planning process
- Completed a new Metro-Area Bicycle and Pedestrian Plan (published spring '21)
- Assisted in development of grant applications for multimodal facilities (sidewalks along SRs, ped bridge for downtown Kingsport area)

Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Coordinated Public Transit Human Services Plan

- In cooperation with KATS and NET Trans (rural system), the MTPO will assist in the development and continuation of the “Coordinated Public Transit Human Services Plan”. The plan will recommend how the area’s public transit systems can improve access to the public to basic needs, including social services, food, and medical appointments. GIS support for the Plan’s analytical process will be provided by KATS

Subtask 2. Bicycle / Pedestrian / Active Transportation

- MTPO research and planning activities include attention to all modes of travel that exist within the Kingsport area, including bike and pedestrian means and other “active transportation” methods. During FY 2021 a new Bike and Ped plan was crafted with the help of consultants. During the next fiscal year(s), the MTPO will provide planning-level assistance in initiating several

of the projects identified in the plan i.e. Riverport Road Bikeway, Apple Orchard Road Bikeway, West Greenbelt Extension, Mendota Trail, Church Hill River Trail. This includes finding grant funds that facilitate the process of moving projects into development stages. Adjustments will also be made to the new bike/ped plan during FY's 22 and 23.

Subtask 3. Support of Local Public Transit Systems and Programs

- Continue to support and develop area-wide public transit (bus) systems, including KATS, NET Trans, and MEOC/MET in Virginia and private providers (charter, taxi, etc.) through LRTP and TIP
- Work in coordination with KATS to provide planning assistance that leads to recommendations for short and long range operational Improvements that enhances the quality of transit service.
- Through the LRTP and TIP, staff will also identify capital expansion where needed, i.e. new transfer stations, shelters, and buses, and demographic analysis for patronage and marketing of services. (MTPO, LENOWISCO PDC, KATS, NET Trans, TDOT, VDOT)
- Support and participate in upcoming study of regional transit service where Kingsport (KATS), Johnson City (JCT), Bristol (BTT) and Scott County Virginia (MET) would work jointly to develop a coordinated system. While these system would continue to operate somewhat independently they would be able to interact within a regional network allowing patrons to travel on public transportation throughout the Tri-Cities area (which is currently unavailable). This study will include assistance from TDOT and VDOT.

Subtask 4. Monitor MTPO Operating funds

- Serve as a clearinghouse for funds and planning products for recipients within the MTPO metropolitan planning area that receive FTA Section 5307, Section 5309, Section 5310, Section 5311, Section 5339 funds as well as state funds (i.e. Urban Operating Assistance Program through TDOT) (MTPO)

Subtask 5. Multimodal Facilities – Evaluation

- Assist in evaluating the current and future demand and supply of multimodal facilities, services, and programs (including mass transit systems), for potential capital and “systems operations” improvements, while considering the needs of elderly and disabled citizens. This also includes working closely with TDOT and VDOT Multimodal Coordinators to determine where appropriate ADA facilities, services, and programs should be implemented. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 6. Bike / Ped Plan – Modifications

- Evaluate and implement modifications to the new 2021 Kingsport Metro-Area Bikeway and Pedestrian Plan. The new plan promotes a more regional approach and includes jurisdictions in Hawkins County and Scott County Virginia and link with adjacent parks and MTPOs (Bristol, Johnson City). (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 7. Capital Improvements

- Kingsport MTPO staff will continue to plan projects selected and prioritized from this plan for funding and implementation through the TIP that enables improvements in capital facilities as

well as the bike and ped “system.” This includes working closely with TDOT and VDOT Multimodal Bicycle and Pedestrian Coordinators to determine where appropriate facilities, services, and program should be implemented. Continue to focus on reducing vehicular traffic where these alternatives can be provided, i.e. Riverport Road, Netherland Inn Road emphasizing community sustainability and an improved environment. (MTPO, LENOWISCO PDC, TDOT, VDOT)

Subtask 8. Mobility Needs

- Focus on evaluating mobility needs for specific subareas within the Kingsport MTPO Metropolitan planning area that include sidewalks, trails, greenways, and “mobility paths” that accommodate pedestrians and bicyclists, particularly for the elderly and mobility challenged population, i.e. near new downtown apartment complexes (MTPO, LENOWISCO PDC)

Subtask 9. VDOT Bike/Ped Planning

- The Virginia Department of Transportation will continue to provide planning support for the development of bikeway and pedestrian facilities, both rural and urban. As part of this, the regional “Bikeway Plan” will help provide linkages to the various jurisdictional trail systems in the area. VDOT will also continue to provide continued assistance towards the planning and operations of public transit programs in the MTPO area, specifically MEOC/MET in Scott County. For Fiscal Years 2022 and 2023 this includes a continued focus on bicycle and pedestrian planning that progresses towards implementation of specific elements within the plan. In Virginia an emphasis will be made towards a multi-jurisdictional approach that includes portions of Gate City, Weber City, Scott County Virginia, Kingsport, and Sullivan County Tennessee. Bicycle and pedestrian planning is also part of the Commonwealth’s Long Range Plan (VTrans) process. (MTPO, LENOWISCO PDC, VDOT)

Subtask 10. LENOWISCO PDC Multimodal Planning

- LENOWISCO PDC will continue to provide planning support for MTPO programs, projects, and activities related to multimodal facilities and services, which includes the area’s public transit programs, bicycle and pedestrian projects, as well as other studies and/or plans that relate to the Virginia portion of the MTPO (LENOWISCO PDC).

Subtask 11. TDOT Multimodal Planning

- TDOT: The Multimodal Transportation Resources Division will administer State and Federal programs regarding river transportation, urban public transportation, rail service, ride-sharing, and transportation systems management. Representatives of this office will participate in MTPO meetings, distribute FTA guidelines and requirements, conduct seminars and work sessions, and review MTPO studies and reports. (TDOT)

End Products and Work Schedule

Product	Work Schedule
Modifications to new Bikeway and Pedestrian Master Plan for the Kingsport Metropolitan Area	Throughout Fiscal Year (MTPO)
Coordination with KATS, MEOC/MET, NET Trans, and other Area Transit Services	Throughout Fiscal Year (MTPO, LENOWISCO PDC, KATS NET Trans, MEOC/MET)
Support/Develop MTPO Area-wide Multimodal Options (bike, ped), including, Scott County Virginia initiatives	Continuing Task (MTPO, LENOWISCO PDC, TDOT, VDOT)
Support and promote Public Participation Process	Continuing Task (MTPO, LENOWISCO PDC)
Continue developing project specific Pedestrian/Trail plans	Continuing Task (MTPO, LENOWISCO PDC)
Continue advancing projects from current Bike/ Ped Plan	Continuing Task (MTPO)
Review and Assist in development of Multimodal Grants	As Needed (MTPO, Other MTPO Jurisdiction)
Distribute MTPO-based transportation information (i.e. studies, project updates) through public forums, including Executive Board and TCC	Ongoing (MTPO)

Funding Sources (TASK V)

Fiscal Year 2022

Task V. MM	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$48,000				\$2,080	\$50,080
State	\$3,000				\$260	\$3,260
Local	\$9,000				\$260	\$9,260
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal		\$4,200				\$4,200
State		\$525				\$525
Local		\$525				\$525
VDOT						
Federal						\$0
State				\$0		\$0
TOTAL	\$60,000	\$5,250	\$0	\$0	\$2,600	\$67,850

FiscalYear2023

Task V. MM	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$48,000				\$2,080	\$50,080
State	\$3,000				\$260	\$3,260
Local	\$9,000				\$260	\$9,260
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal		\$4,200				\$4,200
State		\$525				\$525
Local		\$525				\$525
VDOT						
Federal						\$0
State				\$0		\$0
TOTAL	\$60,000	\$5,250	\$0	\$0	\$2,600	\$67,850

TASK VI. SPECIAL STUDIES

Responsible Agency: MTPO, TDOT

Purpose: Conduct multimodal transportation corridor studies and other studies – to identify short and long term solutions for improving problem spots along entire corridors. The results will provide a prioritized listing of potential multimodal projects that can be considered by TDOT or by local planning organizations.

Previous Work

- During the past year and a half TDOT conducted two major corridor studies that covered a majority of the state; Interstate 40 from Memphis to Knoxville combined with Interstate 81 from Knoxville to the Virginia state line, and Interstate 26 from Virginia to North Carolina (this was grouped together with 2 other interstate corridor studies).
- **Interstate 81 Corridor Study**
TDOT initiated a study of Interstate 40 and (a continuation eastward of the same corridor) of Interstate 81 in 2019 and completed the study in late 2020. The study included an evaluation of safety and crash issues, an evaluation of congestion (larger urban areas) and travel time and consistency issues. The study concluded with a set of recommendations to manage traffic better around interchanges where safety issue exit.
- **Interstate 26 Study**
TDOT studied Interstate 26 from the North Carolina line to the Virginia state line, which is approximately 56 miles. I-26 is primarily north-south oriented and because of this, cuts through several large east-west ridges and has numerous challenging horizon and vertical curves to negotiate. The study concluded by recommending improved ramps at interchanges and speed adjustments.
- **State Route 357 (Airport Parkway) North**
TDOT studied the extension of State Route 357 (or “Airport Parkway”) in Sullivan County from Interstate 81 to State Route 126 that moves traffic through an area with difficult terrain, forcing traffic eastward and westward in an inefficient manner. The study considered a new 2 travel lane roadway with wide shoulders and multimodal facility alongside. The route will also help move traffic to and from a new 2,000-student high school adjacent to I-81.
- **Downtown Kingsport Master Plan – Transportation Element**
The Downtown Master Planning includes a transportation element that focuses on ingress in and out of downtown as well as efficient and safer traffic flow that compliments business settings.

- **Kingsport Park and Recreation Master Plan – Trail Element**

The master plan included recommendations for trails and other pedestrian and bicycle facilities. While these focus on recreation they can also be utilized for non-recreational trips to work, service, and other destinations (retail and other purposes)

- **Moreland Drive Corridor Study**

Moreland Drive provides an alternate route from downtown Kingsport to Interstate 81, bypassing State Route 36 (Fort Henry Drive) most of the way. This route also offers opportunities for economic development, which would require improvements to intersections and signal timing.

- **ITS Architecture**

MTPO assisted in development of the 2017 ITS Architecture Update and staff continued to participate in ITS Architecture training programs and workshops

- **Congestion Mitigation**

Continued efforts to plan and initiate congestion mitigation projects, including those related to VMT and travel-time reduction, i.e. signal systems and potential ITS projects

Activities for Fiscal Year 2022 and Fiscal Year 2023

Subtask 1. Transportation Systems Management and Operations

- Over the past several years Kingsport has installed a closed loop (or coordinated) signal system along several corridors, including East Stone Drive, West Stone Drive, Fort Henry Drive and downtown Center Street. More corridor subsystems are planned, which follows the master signal coordination plan (special study) that was written by consultants several years ago. These systems provide the technology to manage traffic flow and congestion from a centralized location (Consultants, MTPO).

Subtask 2. Planning and Environmental Linkages

- Federal legislation has emphasized the connection between the planning phase of transportation projects and how MTPOs carried this out. Planning projects should include the initial environmental research that covers not only natural surroundings but other concerns as well, such as historic and community preservation. MTPO will work with environmental agencies to assure the planning process and environmental linkages are followed (MTPO, TDOT).

Subtask 3. Special Corridor Studies

- Special “Corridor Studies” will investigate a range of multimodal solutions to address future travel demands, with emphasis on managing congestion, improving safety, maximizing the potential for freight diversion and preserving/enhancing the corridors’ economic benefits. Both technical analysis and input from local officials and individuals are needed to provide as much data as possible (MTPO, TDOT). See Appendix A for detailed description of special studies, including Center Street Corridor and completion of the Year 2045 Long-Range Transportation Plan.

Subtask 4. Sub-Area Studies

- Subarea studies focus on a particular community, typically defined by census tracts or block groups, where residential and commercial land use can be evaluated in terms of trips generated or attracted. Transportation elements of subarea studies will determine how various forms of traffic, be it truck, multimodal, or traditional autos, will enter or exit in an efficient manner. Utilizing a TDOT-funded grant (Urban Transportation Planning Grant or “UTPG”) during Fiscal Years 2021 East Center Street, from East Sullivan Street to Fort Henry Drive, will be the subject of a special study, focusing on economic development and new housing generated by roadway improvements. Other Sub-Area studies include Colonial Business District, Alandale Business District (TDOT, Consultants, MTPO)

Product	Work Schedule
Establish and implement Special Corridor studies (as need or requested through the LRTP process)	Throughout Fiscal Year (MTPO)
Assist contract consultant and TDOT is conducting a corridor study of East Center Street from Sullivan Street to Fort Henry Drive (an urban transportation Planning Grant project)	Fall 2021 Throughout Fiscal Year (MTPO, TDOT, consultant)
Carried bicycle and pedestrian count “special” count program, as offered and managed by TDOT (using advanced technology	Fall 2022 (MTPO, TDOT)
Work with TDOT and VDOT to examine various issues along high volume arterials (safety, congestion, access)	Continuing Task (MTPO)
Colonial Heights Study, Alandale Study	Complete at end of FY 22 and FY 23

Fiscal Year 2022

Task VI. SpSt	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$32,000					\$32,000
State	\$2,000					\$2,000
Local	\$6,000					\$6,000
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal						\$0
State						\$0
Local						\$0
VDOT						
Federal						\$0
State				\$0		\$0
TOTAL	\$40,000	\$0	\$0	\$0	\$0	\$40,000

Fiscal Year 2023

Task VI. SpSt	TN-CPG	VA-PL	TN-SPR	VA-SPR	VA-Sec 5303	Total
MTPO						
Federal	\$32,000					\$32,000
State	\$2,000					\$2,000
Local	\$6,000					\$6,000
TDOT						
Federal						\$0
State						\$0
LENOWISCO						
Federal						\$0
State						\$0
Local						\$0
VDOT						
Federal						\$0
State						\$0
TOTAL	\$40,000			\$0	\$0	\$40,000

FUNDING CHART – Fiscal Year 2022
TABLE 1
KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FY 22 FUNDING SOURCE BY TASK

	FEDERAL HIGHWAY ADMINISTRATION													FEDERAL TRANSIT ADMINISTRATION					
	TENNESSEE					VIRGINIA								VIRGINIA Section 5303			TENNESSEE		
TASKS BY	City of Kingsport			TDOT		City of Kingsport			LENOWISCO			VDOT		City of Kingsport			TDOT - Section 5303		
FUNDING SOURCE	Fed-CPG	STATE	LOCAL	Fed-SPR	TDOT	Fed-PL	VDOT	Local	Fed-PL	VDOT	LNWSC	Fed SPR	VDOT	Fed-VA	VDOT	LOCAL	Fed-TN	TDOT	TOTAL
I. Program Administration	\$96,000	\$6,000	\$18,000	\$10,544	\$2,636	\$1,760	\$220	\$220	\$16,000	\$2,000	\$2,000	\$6,000	\$1,500	\$1,600	\$200	\$200			\$164,880
II. Travel Data Collection, Maintenance and Analysis	\$28,000	\$1,750	\$5,250	\$12,617	\$3,155				\$12,000	\$1,500	\$1,500	\$6,000	\$1,500						\$73,272
III. Short Range Planning	\$48,000	\$3,000	\$9,000			\$800	\$100	\$100	\$9,200	\$1,150	\$1,150	\$7,000	\$1,750						\$81,250
IV. Long-Range Planning	\$48,000	\$3,000	\$9,000	\$28,209	\$7,052	\$1,600	\$200	\$200	\$4,600	\$575	\$575	\$6,000	\$1,500						\$110,511
V. Multimodal Planning	\$48,000	\$3,000	\$9,000						\$4,200	\$525	\$525			\$2,080	\$260	\$260			\$67,850
VI. Special Studies	\$32,000	\$2,000	\$6,000																\$40,000
TOTAL	\$300,000	\$18,750	\$56,250	\$51,370	\$12,843	\$4,160	\$520	\$520	\$46,000	\$5,750	\$5,750	\$25,000	\$6,250	\$3,680	\$460	\$460	\$0	\$0	\$537,763

Contributor by Funding Source

Federal	\$300,000			\$51,370		\$4,160			\$46,000			\$25,000		\$3,680			\$0		\$430,210
TDOT		\$18,750			\$12,843												\$0		\$31,593
VDOT							\$520				\$5,750		\$6,250		\$460				\$12,980
LENOWISCO										\$5,750									\$5,750
Kingsport MTPO		\$18,750	\$56,250					\$520								\$460			\$75,980
TOTAL	\$300,000	\$18,750	\$56,250	\$51,370	\$12,843	\$4,160	\$520	\$520	\$46,000	\$5,750	\$5,750	\$25,000	\$6,250	\$3,680	\$460	\$460	\$0	\$0	\$537,763

Table 2

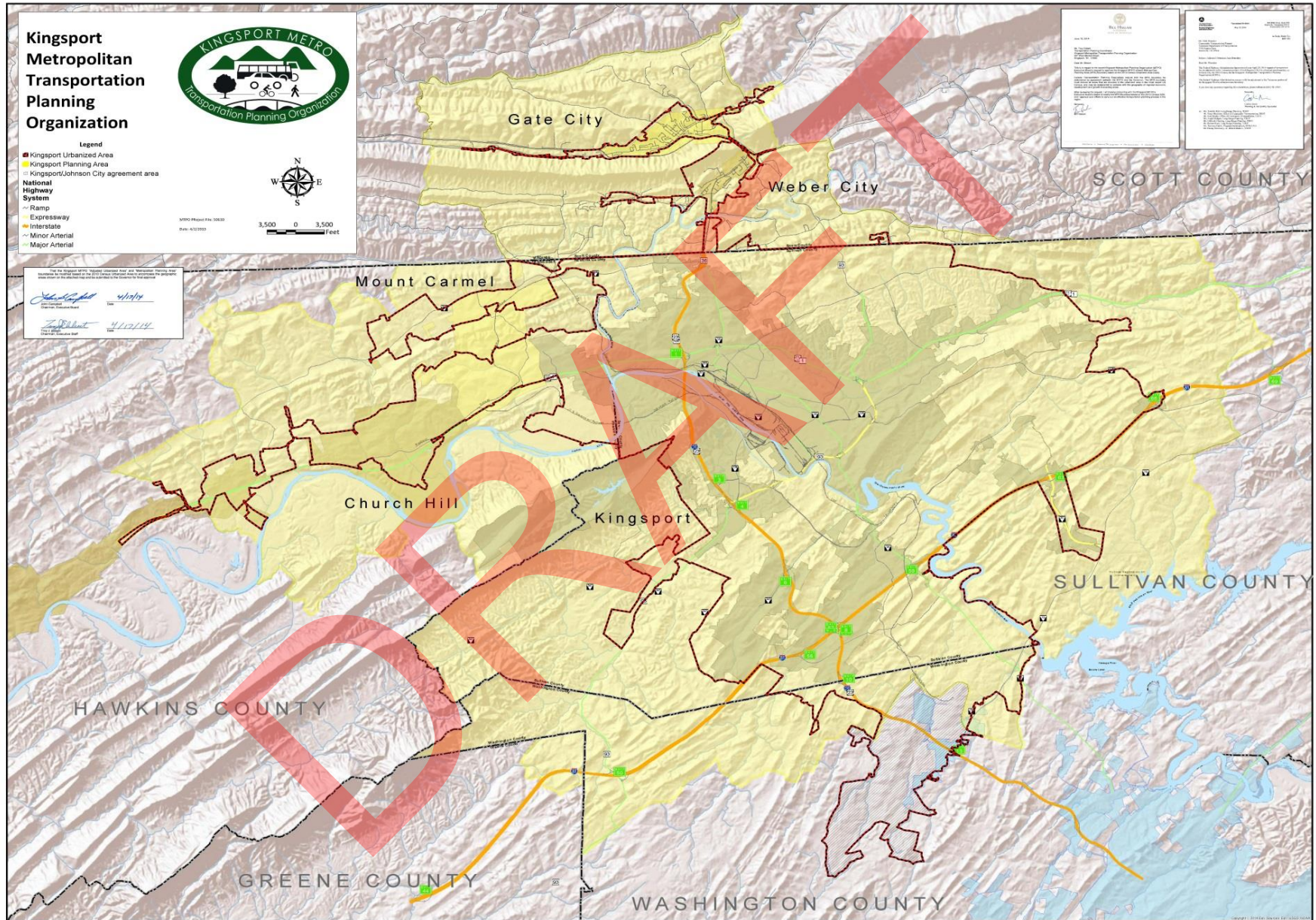
KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION

FY 23 FUNDING SOURCE BY TASK

	FEDERAL HIGHWAY ADMINISTRATION													FEDERAL TRANSIT ADMINISTRATION					
	TENNESSEE CPG and SPR					VIRGINIA PL and SPR								VIRGINIA Section 5303			TN Section 5303		
TASKS BY	City of Kingsport			TDOT		City of Kingsport			LENOWISCO			VDOT		City of Kingsport			City of Kingsport		
FUNDING SOURCE	Fed-CPG	TDOT	Local	Fed-SPR	TDOT	Fed-PL	VDOT	Local	Fed-PL	VDOT	Local	Fed SPR	VDOT	Fed-VA	VDOT	Local	Fed-TN	TDOT	TOTAL
I. Program Administration	\$96,000	\$6,000	\$18,000	\$10,544	\$2,636	\$1,760	\$220	\$220	\$16,000	\$2,000	\$2,000	\$6,000	\$1,500	\$1,600	\$200	\$200			\$164,880
II. Travel Data Collection, Maintenance and Analysis	\$24,000	\$1,500	\$4,500	\$12,617	\$3,155				\$12,000	\$1,500	\$1,500	\$6,000	\$1,500						\$68,272
III. Short Range PLanning	\$30,000	\$1,875	\$5,625			\$800	\$100	\$100	\$9,200	\$1,150	\$1,150	\$7,000	\$1,750						\$58,750
IV. Long-range Planning	\$32,000	\$2,000	\$6,000	\$28,209	\$7,052	\$1,600	\$200	\$200	\$4,600	\$575	\$575	\$6,000	\$1,500						\$90,511
V. Multimodal Planning	\$48,000	\$3,000	\$9,000						\$4,200	\$525	\$525			\$2,080	\$260	\$260			\$67,850
VI. Special Studies	\$32,000	\$2,000	\$6,000																\$40,000
TOTAL	\$262,000	\$16,375	\$49,125	\$51,370	\$12,843	\$4,160	\$520	\$520	\$46,000	\$5,750	\$5,750	\$25,000	\$6,250	\$3,680	\$460	\$460	\$0	\$0	\$490,263
Contributor by Funding Source																			
Federal	\$262,000			\$51,370		\$4,160			\$46,000			\$25,000		\$3,680			\$0		\$392,210
TDOT		\$16,375			\$12,843													\$0	\$29,218
VDOT							\$520				\$5,750		\$6,250		\$460				\$12,980
LENOWISCO										\$5,750									\$5,750
Kingsport MTPO			\$49,125					\$520								\$460			\$50,105
TOTAL	\$262,000	\$16,375	\$49,125	\$51,370	\$12,843	\$4,160	\$520	\$520	\$46,000	\$5,750	\$5,750	\$25,000	\$6,250	\$3,680	\$460	\$460	\$0	\$0	\$490,263

Table 3. Kingsport Fiscal Years 2022 and 2023 UPWP						
Financial Summary with Carryover Funds						
(Note: \$ figures represent Federal funds only*)						
FUNDING YEAR	FUNDING SOURCE					
	TN FHWA "PL"	TN FTA "Sec 5303"	TN FHWA "SPR"	VA FHWA "PL"	VA FTA Sec "5303"	VA FHWA "SPR"
Carryover Available from previous contract (estimate)	\$180,931	\$0	\$0	\$0	\$0	\$0
FY 2022 Allocation	\$212,438	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
Available FY 2022 Funds	\$393,369	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
FY 2022 Programmed	\$300,000	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
Carryover to FY 2023	\$93,369	\$0	\$0	\$0	\$0	\$0
FY 2023 Allocation	\$212,438	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
Available FY 2023 Funds	\$305,807	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
FY 2023 Programmed	\$301,750	\$48,000	\$51,370	\$50,160	\$3,680	\$25,000
Carryover to FY 2024	\$4,057	\$0	\$0	\$0	\$0	\$0
* estimated						

FIGURE A – Kingsport MTPO Urban and Planning Areas with National Highway System Route



Appendix A

Special Studies

1. TDOT Urban Transportation Planning Grant program – Kingsport MTPO

East Center Street Study in Kingsport – from Fort Henry Drive to East Sullivan Street

TDOT recently announced they were establishing a new grant program to support planning studies in urban areas that could potentially lead to improving the function and quality of major streets and roadways. The initiative is entitled the “Urban Transportation Planning Grant” program. The purpose behind the grant and program is to give MPO areas an opportunity to study and evaluate major multimodal roadway issues within their area, particularly focusing on multimodal needs, safety concerns, accessibility needs, adjacent land use impacts, traffic calming, and aesthetic qualities. The City of Kingsport, with assistance from the Kingsport MTPO Staff, applied for and received one of 10 grants awarded by TDOT across the state. The required matching ratio of 90% state and 10% local dollars translates into an actual award of \$105,557.40 state and \$11,728.60 in local dollars provided by the City of Kingsport. Thus, the total grant is \$117,286. While this is not being included as part of the Work Program’s regular budget, because it is considered to be a special project it is included in this appendix as a separate item. MTPO staff will be assisting City of Kingsport staff and working with a TDOT-assigned consulting firm to manage the study process. The MTPO Staff and City of Kingsport



staff concluded that East Center Street would be a prime candidate for a comprehensive study that included several different factors. Center Street is one of the oldest roads in the Kingsport and Tri-Cities and was included in John Nolen’s original plans for the City. As the City grew away from the downtown core Center Street served as a conduit for traffic as well as a corridor for residential and commercial growth. Its age and declining conditions now warrants the need to upgrade the outdated features, while creating enhancements for improving the surrounding residential and commercial sites. These changes should be made while maintaining a focus on a plan for better traffic flow. The study will look at improving the flow of traffic during peak hours, the access points along the right-of-way (side traffic), pedestrian traffic (this is becoming a greater issue along certain blocks), bicycle traffic and facilities, other non-motorized / multimodal traffic (affected by recent increases in

Appendix A Continued

downtown population), and aesthetic improvements to the buffer areas adjacent to commercial and residential sites that have declined over many years. The study intends to provide recommendations that are within budgetary and design constraints so that these ideas can be implemented and become a reality.

2. Year 2045 Long-Range Transportation Plan (continuation)

Developing a new Long-Range Transportation Plan for the Kingsport area typically will take about 2 years from start to finish, including the lengthy public engagement process plus a review period carried out by state DOTs and federal agencies. Because of this most plans will span 2 to 3 fiscal years and Work Programs to finish. For fiscal year FY 2022 work will continue in order to finalize the 2045 plan, with completion expected to be in early 2022. In essence there is a 3-year gap in time between working on subsequent plans. For Fiscal Years '23, '24, and '25 activities pertaining to the next long-range plan and budget will be considerably less than the next round of work required to update the plan for 2050. Work will begin in early 2025 for this plan.

During FY '22 the plan will be finalized with several rounds of review, public hearings, and in May or early June adoption by the Executive Board and Staff. The consultant fee for the 2045 Plan is approximately \$213,000, which through FY '20 includes an 80% federal 20% local matching ratio. For FY '22, which has approximately \$38,000 remaining on the contract, the ratio will be 80% federal, 5% state, and 15% local. The last adopted plan was in June of 2017 and because the MPO is required to update their metro area Plan every five years, the next plan is June of 2022. Planning activities through FY 21 included data collection (land use, traffic counts, crash records), economic trends, goal setting, forecasting of population and employment, and initial modeling. This will ultimately lead to final travel demand modeling iterations, the analytical process, the project scope and prioritization process, the public engagement process, then compiling the entire work in to a comprehensive, detailed, but public friendly document. Through the winter of '22 work will include compiling the first complete draft, public meetings, review by the TCC and Executive Board and review by TDOT, VDOT, FHW, FTA, and other relevant agencies.