

Bill Albright
Transportation Manager



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MEMORANDUM

To: Kingsport MTPO Executive Board
CC: Subscribed Interested Parties
From: Bill Albright, Transportation Planning Coordinator
Date: September 18, 2017
Subject: MTPO Executive Board Meeting

Please find the agenda for an un-scheduled meeting of the Kingsport MTPO Executive Board, to be held **Friday, September 22, 2017 at 10:00 A.M. (EDT), Bob Clear Conference Room, Development Services Building in Downtown Kingsport, Tennessee.**

There are three informational / discussion items and one action item, including:

- **Minutes of August 3, 2017 Meeting**
- **2017-21 TIP Amendment #6 - adding the Lynn Garden Drive Coordinated Signal System as project #STBG-8**
- **Discussion – “Main Street (Downtown Kingsport) Re-build” Project**
- **Project Updates (as requested)**

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

If you are unable to attend, you may designate a proxy in writing to represent you. A sample proxy letter is enclosed. The minutes from the last Executive Board meeting are also enclosed.



Agenda

Kingsport MTPO Executive Board
September 22, 2017 at 10:00 AM (EDT)

Bob Clear Conference Room, Kingsport Development services Building
201 West Market Street, Kingsport, TN 37660

1. Executive Board Welcome

2. Approval of Minutes from August 3, 2017 Meeting:

Action Possible Action Discussion Information

3. Public Comment on Agenda Items

Action Possible Action Discussion Information

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 during the end of the meeting in the Public Hearing section.

4. 2017-2021 Transportation Improvement Program (TIP); Amendment # 6 – adding Lynn Garden Drive Coordinated Signal System as Project #STBG-8

Action Possible Action Discussion Information

Presenter: Bill Albright

Item Summary: As part of a master plan developed several years ago for a citywide coordinated traffic signal system one of the corridors that was planned, but not initially developed, was along Lynn Garden Drive (or State Route 36), from near Stone Drive (U.S. 11-W) to Carter's Valley Road (SR 346). The concept of a coordinated signal system operates on the basis that a centralized computer controls the timing and phasing of several traffic signals located in fairly close proximity along the same roadway. The coordination of these signals allows traffic to move at a more efficient pace, eliminating stop and go traffic, reducing congestion, improving travel time, and reducing emissions created by vehicles idling at signalized intersections. Several "sub"systems were installed when the project first began, but Lynn Garden was scheduled to come on line later. The project was in the previous (2014-17) TIP but needs to be carried over (added back) into the 2017-2021 TIP in order for the construction process to proceed. The amendment provides funding for construction (or installation) utilizing a portion of the local STP-G balance.

Recommendation: Approve the Resolution as presented.

5. Discussion – Main Street (Downtown Kingsport) Re-build Project

Action Possible Action Discussion Information

Presenter: Jennifer Salyer – Barge, Waggoner, Sumner, and Cannon

Over the past several years Main Street in Downtown Kingsport has started to deteriorate both in terms of surface paving as well as the sub-structure within core blocks (from Cherokee Street to Clay Street). Conditions have reached a state whereby repair is necessary. This will include rebuilding the foundation within these blocks and resurfacing the entire corridor from Sullivan Street to Clinchfield Street (at Market Street). The “Main Street Re-build” project also includes an initiative to improve the pedestrian features, parking features, roadway design, and aesthetic qualities along the entire route. In essence, a major over-haul has been proposed from Sullivan Street to Clinchfield Street that will result in a more lasting foundation, improved surface, repaired sidewalks (with ADA enhancements), better crosswalks and intersection treatments, and trees and landscaping, that will create a safer, more functional, and attractive corridor. The project will also upgrade and protect one of the centerpieces of Kingsport’s history. Main Street was the first commercial street in modern-day “Kingsport” and included the original buildings and train station from the early 1900’s. It was also a part of nationally-recognized City Planner John Nolen’s plan.

Approximately two years ago the City of Kingsport requested funding from the MPO balance of federal STP funds to get the project established. The City also committed to the required local match and the project was entered into the TIP. More recently consulting engineers were hired to draw up the plans and, once the public input process and final plans are completed, it is anticipated construction will begin sometime in the fall of 2018. Jennifer Salyer with Barge, Waggoner, Sumner, and Cannon will be providing additional information about this project at today’s meeting.

6. Project Updates

Action Possible Action Discussion Information

A list of local projects that the MPO is either funding directly or is related to through some level of planning assistance is attached to the agenda. Staff will provide updates to these as requested by meeting attendees.

7. Public Comments

Action Possible Action Discussion Information

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

8. Meeting Adjournment

The next scheduled Executive Board meeting date is November 2, 2017 at 1:00 P.M. in the Kingsport City Hall Council Room.

Sample Proxy Letter

(Date)

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

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

during the _____ meeting of the Kingsport MPO Executive
(Meeting Date)

Board.

**KINGSPORT URBAN AREA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
Meeting Minutes for August 3, 2017**

City Hall Council Room 10:00 A.M.
225 West Center Street, Kingsport, TN

Members Present:

Jimmy Adkins, Michelle Christian, Chris Jones, Mike McIntire, Donny Necessary, Cory Osborne,
Ambre Torbett

Absent:

Staff Present:

Bill Albright, Chris Campbell, Hank Clabaugh, Tim Land, Michael Thompson

Visitors Present:

Jim Belgeri – Sullivan County Highway Dept.
Calvin Clifton – Mattern & Craig
Ashley Davies – TN Dept. of Health
John Dew – VDOT Bristol District
Randy Dodson – Mattern & Craig
Troy Ebbert – TDOT
Candace Gump – FTHRA/NETTRANS
Dean Helstrom – Vaughn & Melton
Jeff Jackson – Town of Mount Carmel
Jordan Livesay – TDOT
Jeff Miller – Vaughn & Melton
Johanna Montgomery – Healthy Kingsport
Katie Schwing – VA DRPT

Recorder: Tim Land

- I. **Call to Order:** Jimmy Adkins called the meeting to order.

- II. **Approval of Minutes:** The minutes of the June 2, 2017 meeting were reviewed. No corrections and/or additions were suggested. A motion was made by Chris Jones to approve the minutes and was seconded by Michelle Christian. The motion carried unanimously.

- III. **Public Comment:** Jimmy Adkins opened the floor for public comments. No comments.

- IV. **New Business:**
 - A. Adoption of the Kingsport Area FY 2018-19 Unified Planning Work Program (UPWP).
Presented by Bill Albright. MPOs are required to have in place a Unified Planning Work Program (UPWP) that identifies what the goals and objectives will be for area transportation planning activities during the upcoming year (or years). Per request from

TDOT, over the past several years the Kingsport MPO has developed “2-year” Work Programs. The UPWP covers fiscal years 2018 and 2019. Included in the document is a detailed budget for each task as well as a summary of all scheduled expenditures of funds by types and sources. The FY18 element of the Work Program will focus on the development of various sector and corridor studies, which are by-products of the Long-Range Transportation Plan. Activities during FY19 will focus on project planning and programming. The Work Program continues to adhere to federal and state initiatives and planning emphasis areas, which are also included in the document. A motion was made by Michelle Christian to adopt the Kingsport Area FY 2018-19 Unified Planning Work Program (UPWP) and was seconded by Ambre Torbett. The motion carried unanimously.

- B. TIP Amendment # 4 – State Route 126 Phase I Funding, Project TN-5.** Presented by Bill Albright. The State Route 126 (Memorial Boulevard) improvement project has been in the planning and development phases for several years. The environmental document was completed in 2015 and recently draft right-of-way plans were finalized (spring 2017). Once these plans are approved by TDOT the preliminary engineering, right-of-way acquisition, and construction phases will move forward. Funding for these has been approved through Governor Haslam’s new “IMPROVE Act”. Phase I, which begins at Center Street and ends at Cook’s Valley Road, is listed in the current TIP under the federal STPG funding category (Project TN-5). An amendment (#4) to the TIP is being requested by TDOT that will change the funding source from STPG to ACSTBG (Advance Construction STPG) and will also add dollars for the right-of-way acquisition and utility phase. A motion was made by Chris Jones to approve TIP Amendment # 4 – State Route 126 Phase I Funding, Project TN-5 and was seconded by Michelle Christian. The motion carried unanimously.
- C. TIP Amendment # 5 – State Route 126 Phase II Funding, New Project TN-7.** Presented by Bill Albright. Phase II of the State Route 126 (Memorial Boulevard) improvement project begins at Cook’s Valley Road and ends at Interstate 81. Like Phase I, it has also been in the planning and development phases for several years, including the environmental review process. Funding for preliminary engineering and design (PE-D), right-of-way and utilities, and construction has now been approved through Governor Haslam’s new “IMPROVE Act”. As a first step to advance the project TDOT is now requesting that the preliminary engineering and design phase be included in the TIP. Amendment # 5 will add this as a new project, TN-7, and include STPG dollars for PE-D. A motion was made by Michelle Christian to approve TIP Amendment # 5 – State Route 26 Phase II Funding, New Project TN-7 and was seconded by Ambre Torbett. The motion carried unanimously.
- D. Safety Performance Measures.** Presented by Troy Ebbert, TDOT. The Federal transportation legislation “Map 21”, and more recently the “FAST Act”, carried forth a new initiative that focused on measuring success in the implementation of various transportation plans, programs, and projects supported by federal funds. Accompanied by rulemaking and subsequent guidance, the Federal Highway Administration has requested that local MPO’s and state DOTs help implement the performance management initiative by establishing goals or “measurements” for various transportation categories, including safety and related topics. Troy discussed some details on what safety performance measures are about and what some of the measurements (or goals) will be based upon and what will be expected from the MPOs in establishing local targets. No action required.
- E. Transportation Planning and MPO Work with Local and National Health Issues.** Presented by Ashley Davies with the State Department of Health - Johnson City Office. Ashley spoke on the relevance of transportation planning and MPO work with local and national health

issues. The promotion of facilities in the Tri-Cities area that enhance healthy living are many-times related to the transportation network, particularly those designed for pedestrian and bicyclists. The Department of Health has been working closely with TDOT to support the construction of sidewalks, trails, bike lanes, and other related infrastructure that assists people in becoming or staying healthy. A grant-based program is now being offered by the Department of Health that funds facilities that enhance activities and physical fitness. The Kingsport MPO may be interested in applying for one of these grants. No action required.

- F. Funding Scenario for both Urban and Rural Public Transportation Programs. Presented by Candace Gump, Director of Transportation for NETRANS, which is a division of the First Tennessee Human Resource Agency. Candace spoke to the MPO staff and board, about the changes occurring in the funding scenario for both urban as well as rural public transportation programs in the area. Over the past several months discussions have occurred between NETRANS and the local urban systems – Johnson City Transit, Kingsport Area Transit Service, and Bristol Tennessee Transit, concerning the sharing of funds provided by the Federal Transit Administration. Regulations have changed concerning how funds are distributed in urban areas (UZA's) and this change will require NETRANS to apply for and utilize Section 5307 (urban) dollars in order to continue providing service outside the city limits (and beyond the service area of JCT, KATS, and BTT), but inside the "UZA". NETRANS will be applying for these dollars and will need endorsement by the MPO Executive Board through an approved amendment to the Transportation Improvement Program (TIP). No action required at this time.

V. STAFF REPORTS:

Staff provided a written update on all projects prior to the meeting,

- VI. **PUBLIC HEARING:** Jimmy Adkins invited those attending to make comments or ask questions about any and all agenda items, transportation planning issues, activities, and/or projects that pertain to the Kingsport Area Metropolitan Transportation Planning Organization.
- VII. **ADJOURNMENT:** There being no other business a motion was made by Ambre Torbett to adjourn the meeting and was seconded by Chris Jones. The motion carried unanimously.

These minutes were approved upon a voice vote of the Kingsport Metropolitan Transportation Planning Organization during a regular meeting on August 22, 2017 and are hereby certified.

Mike McIntire, MTPO Executive Board Chairman

Date

Bill Albright, MTPO Executive Board Secretary

Date



TIP # **L-STBG-8** TDOT PIN# / VA UPC# **121579.00** Lead Agency **City of Kingsport**

County **Sullivan** Length **2.1 mi.** LRTP# **Consistent w/ LRTP** Conformity Status **N/A**

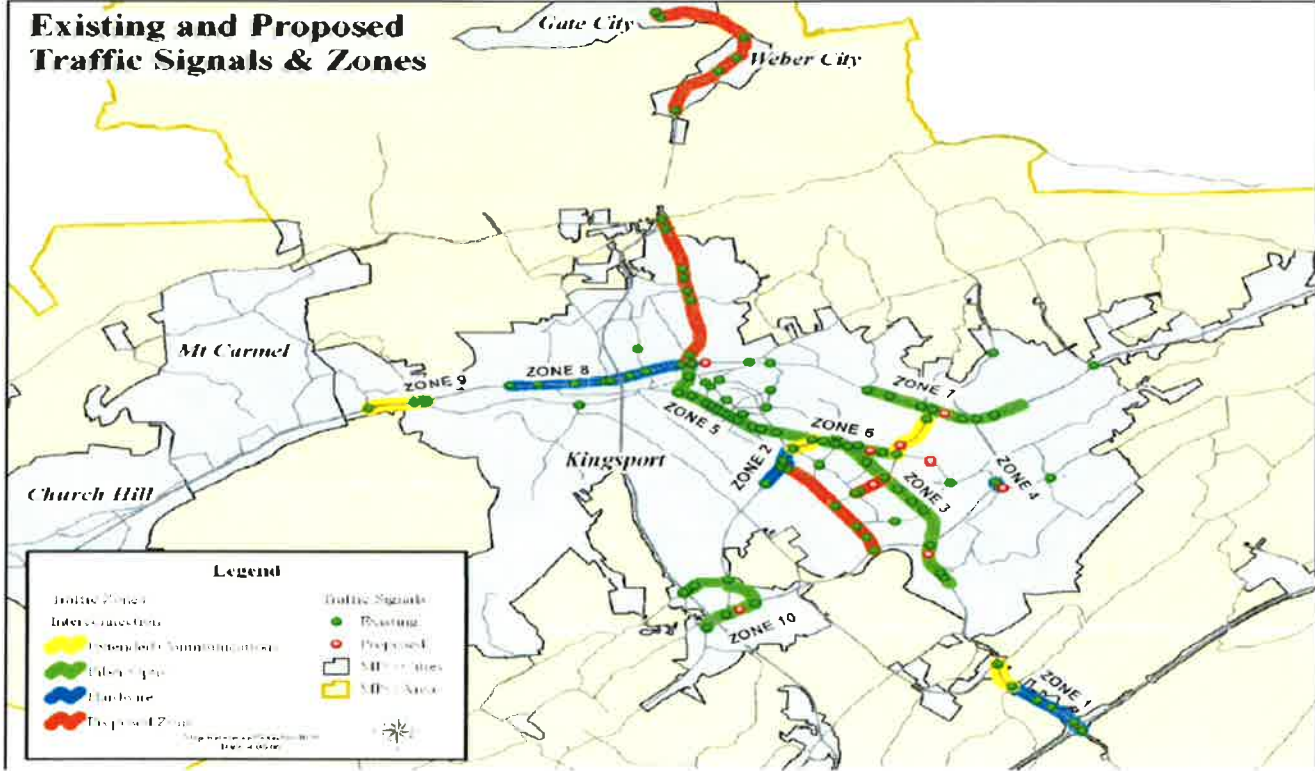
Route/Project Name **State Route 36 (Lynn Garden Drive) Coordinated Signal System** Total Project Cost **\$255,300**

Termini or Intersection **U.S. 11-W (Stone Drive) to West Carter's Valley Road**

Project Description **Installation of a coordinated signal system along the Lynn Garden Drive Corridor allowing traffic to move in an efficient manner, reducing travel time and emissions**

Fiscal Year	Type of Work	Funding Type	Total Funds	Fed Funds	State Funds	Local Funds
FY - 18	CONST	L-STBG	\$255,300	\$204,240	\$51,060	\$0

Remarks: **PE and ROWay Completed** Amendment Number **#6** Adjustment Number



RESOLUTION BY
THE EXECUTIVE BOARD
OF THE KINGSPORT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION (MTPO)
AMENDING THE KINGSPORT AREA FY 2017-2021 TRANSPORTATION IMPROVEMENT PLAN
TIP AMENDMENT #6

WHEREAS, The Kingsport Area FY 2017-2021 Transportation Improvement Plan (TIP) is a document that continually evolves and needs amended; and

WHEREAS, the Memorandum of Understanding between the State of Tennessee and the Kingsport MTPO and the annual Unified Planning Work Program outline the requirements to amend the TIP;

WHEREAS, the City of Kingsport and the Executive Board of the Kingsport MTPO wishes to amend the FY 2017-2021 TIP to add Project # L-STBG-8, "Lynn Garden Drive Coordinated Signal System" (PIN # 121579.00), which includes \$255,300 in total funds for the Construction Phase, as identified and detailed in the attached page for Amendment #6; and

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

WHEREAS, the Kingsport MTPO staff used criteria from Federal Metropolitan Transportation Planning regulations found in 23 CFR 450.216 and 450.326 to ensure compliance, and

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

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

The proposed amendment to the Tennessee portion of the Kingsport Metropolitan Transportation Planning Organization FY 2017-2021 Transportation Improvement Plan, which shall be known as TIP Amendment #6, is hereby approved as presented.

Tilden Jeff Fleming
Chairman, Executive Board

Date

William A. Albright
Chairman, Executive Staff

Date

Project Updates

- Rotherwood Greenbelt
- East End Greenbelt
- Stone Drive Sidewalk – Phase I
- Stone Drive Sidewalk – Phase II
- Wilcox Drive Sidewalk
- Warriors Park Lebanon Rd Trail
- Indian Trail South
- Main Street Re-build
- Lynn Garden Drive Signal System
- SR 126 at Island Road Signal
- Enterprise Place
- Riverport Road Stabilization
- Cross-Town Connector (Sevier Ave)
- Englewood Signal
- Belmont / 11-W Median
- Press Road Resurfacing
- SR 126 widening Phase I
- SR 93 Improvements – 3 Sections
- Rock Springs Road Rebuild
- Weber City U.S. 23 Bridge over North Fork
- U.S 23 Access Management (Weber City / Gate City)
- KATS Transit Center