



Kingsport MTPO
201 West Market St
Kingsport, TN 37660
MTPO@KingsportTn.gov
423.229.9332

MEMORANDUM

To: Kingsport MTPO Executive Board
From: Bill Albright, MTPO Manager
Date: December 11, 2013
Subject: MTPO Executive Board Meeting

Please find enclosed for your review the agenda for the next Kingsport MTPO Executive Board meeting scheduled for **Thursday, December 19, 2013 at 10:00 AM (ET) in the Bob Clear Conference Room, 1st Floor Improvement Building, 201 West Market Street, (downtown) Kingsport, Tennessee.**

The focus of this meeting will be to:

- **Approve the Kingsport MTPO FY 2014-17 Transportation Improvement Program**
- **Consider funding for Signalization Project; State Route 126 @ Island Road**
- **Approve Annual "List of Prioritized Projects" along State Routes**

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.

If you have any questions or need more information, please contact me at 423-224-2677 or email at BillAlbright@KingsportTN.gov.

Sincerely,

Bill Albright

Bill Albright
Kingsport MTPO Manager
201 West Market St
Kingsport, TN 37660
423.224.2670
ChrisCampbell@KingsportTN.gov

Agenda

Kingsport MTPO Executive Board

December 19, 2013 @ 10:00 AM (ET)
Improvement Building – Bob Clear Conference Room
201 West Market Street, Kingsport, TN 37660

1. Executive Board Welcome

2. Approval of Minutes from August 15, 2013 Meeting:

- Action
- Possible Action
- Discussion
- Information

KINGSPORT URBAN AREA METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION Meeting Minutes for August 15, 2013

City Hall Council Room **11:00 A.M.**
225 W. Center Street, Kingsport, TN

Members Present:

Jimmy Adkins, John Campbell, Deborah Fleming, Larry Frost, Duane Miller, Donny Necessary, Ambre Torbett

Absent:

Staff Present: Bill Albright, Susan Doran, Candace Sherer, Michael Thompson

Visitors Present:

Chris Craig – 1st TN Development District – RPO
Randy Dodson – Mattern and Craig
Chris Jenkins – Qk4
Brian Johnson – Qk4

Recorder: Susan Doran

- I. **Call to Order:** John Campbell called the meeting to order.
- II. **Approval of Minutes:** The minutes of the May 7, 2013 meeting were reviewed. No corrections and/or additions were suggested. A motion was made by Duane Miller to approve the minutes and was seconded by Donny Necessary. The motion carried unanimously.
- III. **Public Comment:** John Campbell opened the floor for public comments. No comments.

IV. New Business:

- A. Review and Approve the Kingsport MTPO 2014-2015 Unified Planning Work Program and Budget – Final Version.** Presented by Bill Albright. Each year the Kingsport MTPO is required to submit a Unified Planning Work Program (UPWP) and budget. This document illustrates the various planning tasks that the Kingsport MTPO will be involved in and the amount of funding that will be set aside for each task. A motion was made by Deborah Fleming to approve the Kingsport MTPO 2014-2015 Unified Planning Work Program (UPWP) and was seconded by Ambre Torbett. The motion carried unanimously.

V. STAFF REPORTS:

STP Resurfacing – Lincoln Street – Winter letting and spring paving.

STP Resurfacing – Granby/Lewis/University Blvd – Complete except for a few punch list items.

State Route 126 – \$4M programmed for design and \$6M programmed for Right-of-Way phase. Will begin FY 15 (October 1, 2014).

Stone Drive / Netherland Inn Road Connector TPR – Per TDOT, can skip TPR and move to environmental review process.

Virginia – State Route 224 (Wadlow Gap Road) Funding – 2 phases – Phase 1 - \$4M (2 years) and Phase 2 - \$6M (4-5 years). October to December – design contracts out.

Mount Carmel / Church Hill Projects – Hammond Avenue – Asked TDOT to do a safety audit. Will need letter from Mayor Frost. Bloomingdale Pike – Asked TDOT to do a safety audit (can include Ketron School) and Ambre will get an official letter. Will have report soon on possible bus service.

Eastman Campus – Pedestrian Bridge over Wilcox.

Proposed Signalization – SR 75 / SR 357 Ramps – December Letting, SR 357/Flagship – TDOT approved, SR 126 / Overhill – TDOT approved.

Transportation Alternatives - Greenbelt Section 3 will bid this fall, right-of-way issues have been resolved. Greenbelt Rotherwood / Pedestrian Bridge section – Historic Survey (sect. 106) and also getting quotes for archaeological survey.

Transit System – NETrans is on-site at KATS. Dial-a-Ride is a curb-to-curb, origin-to-destination next day transportation service - \$3.00 each way up to \$5.00 with zone charges.

FY 2014 – 2017 TIP – Currently being reviewed.

LENOWISCO Staff Member Introduction – Duane Miller introduced Jimmy Adkins as Chris Starnes replacement.

RASR – 4.3 miles – 11W to Bancroft – July Letting

- VI. PUBLIC HEARING:** John Campbell invited those attending to make comments or ask questions about any and all agenda items, transportation planning issues, activities, and/or projects that pertain to the Kingsport Area Metropolitan Transportation Planning Organization.
- VII. ADJOURNMENT:** There being no other business the meeting was adjourned.

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. Review and Approve the “Kingsport MTPO 2014-17 Transportation Improvement Program”

- Action Possible Action Discussion Information

Presenter: Bill Albright

Item Summary: The most recent Transportation Improvement Program (TIP) covers fiscal years 2011 to fiscal year 2014. Consequently, with the impending lapse of the current TIP a new 4-year Program has been developed and is being presented for approval. Several drafts of the “FY 2014-2017” Transportation Improvement Program (TIP) have been issued to state and federal agencies for their review and, following adjustments and additions generated from comments and recommendations, the final version is ready for adoption. The TIP includes MTPO-based projects, TDOT based-projects, and VDOT-based projects, that have a variety of scope and funding sources. They are categorized by type and include project descriptions, funding amounts, and phasing and scheduling. The TIP is a flexible document, with amendments and adjustments likely to occur on a routine basis. It is also fiscally constrained, meaning total amount of dollars programmed for all projects do not exceed the available funding. In addition, most projects are linked in some way either by general category or specific name, with the current Long-Range Plan.

Recommendation: Approve the “Kingsport MTPO FY 2014-17 Transportation Improvement Program”

5. Memorandum of Agreement – for Amendments and Adjustments to the FY 2014-2017 Transportation Improvement Program

■ Action □ Possible Action □ Discussion □ Information

Presenter: Bill Albright

Item Summary:

Occasional adjustments and amendments will be made to current TIP projects. These may include, but are not limited to, shifting of funds from one project to another or from one phase to another, change in scope (project description), change in phasing for specific fiscal years, i.e. moving preliminary engineering and right-of-way forward, adding entirely new projects, or deleting existing ones. The authorization for MTPO Staff to make and/or present these changes to Tennessee projects in the TIP is established initially through a “Memorandum of Agreement (MOA) between TDOT and the Kingsport MTPO. The MOA spells out specific definitions, the purpose and need, and provides the authorization for “administrative” amendments and adjustments. Other important criteria for qualifying as an adjustment or amendment are also identified, including (1) the establishment of thresholds for percentages of change in funding, and (2) a description of project groupings (and how these are managed). Approval of the MOA by the Executive Board is necessary in order for any of these changes to be made. Note an “adjustment” does not require Executive Board Action, whereas an “amendment” does require Board action.

Recommendation: Approve the Resolution approving the Memorandum of Agreement allowing TIP Adjustments and Amendment

MEMORANDUM OF AGREEMENT
BETWEEN
THE TENNESSEE DEPARTMENT OF TRANSPORTATION
AND
THE KINGSPORT AREA METROPOLITAN PLANNING ORGANIZATION

REGARDING THE DEFINITION AND NEED FOR AMENDMENTS / ADMINISTRATIVE
ADJUSTMENTS TO THE STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM /
TRANSPORTATION IMPROVEMENT PROGRAM

INTRODUCTION:

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

STIP/TIP AMENDMENT:

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

- A major change in the total project cost (excluding groupings) (see Project Cost Change Thresholds, page 4); or
- Adding a new project or deleting a project from the TIP; or
- A major change of project scope; examples include, but are not limited to, changing the number of through-lanes, adding/deleting non-motorized facilities, changing mode (e.g., rolling stock or facility type for transit), changing capital category (i.e., transit funding), or changing termini; or
- Any change requiring a new regional air quality conformity finding, where applicable (including a grouping);

AMENDMENT DOCUMENTATION AND AUTHORIZATION PROCEDURES:

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

Documentation:

The MPO will send the following documentation to TDOT:

- Electronic correspondence describing the action taken and requesting review and approval of the proposed amendment;
- A copy of the original and amended TIP pages;
- Documentation supporting:
 - Fiscal constraint,
 - Interested parties participation (i.e., public involvement, stakeholder involvement, and consultation),
 - Air quality conformity (in non-attainment and/or maintenance areas only), and
 - Required certifications; and
- The resolution adopting the amendment.

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

Authorization:

The Federal Highway Administration and FTA match project authorization requests to the TIP prior to approving a request for project authorization. Therefore, all amendments to the TIP need to be approved by FHWA or FTA prior to TDOT requesting federal authorization approvals.

TIP ADMINISTRATIVE ADJUSTMENTS:

A TIP administrative adjustment is a minor change from the approved TIP. Administrative adjustments must be consistent with 23 CFR 450, but they do not require public review and comment, re-demonstration of fiscal constraint, or a conformity determination in nonattainment or maintenance areas. TIP administrative adjustments are defined as follows:

- A minor change in the total project cost (see Project Cost Change Thresholds, below)
- A minor change in project description that does not change the air quality conformity finding in maintenance and/or non-attainment areas; or
- A minor change in project description/termini that is for clarification and does not change the project scope; or
- Shifting funds between projects within a TIP (i.e., funding sources and projects)

already identified in the TIP) if the change does not result in a cost increase greater than the amendment threshold (see Project Cost Change Thresholds, below) for the total project cost of all phases shown within the approved TIP; or

- Adding an amount of funds already identified in the STIP/TIP for the current or previous year(s) if:
 - The funds are currently identified in the STIP/TIP either in an existing project or as available funds and
 - The change does not result in a cost increase greater than the amendment threshold (see Project Cost Change Thresholds, page) for the total project cost of all phases shown within the approved TIP; or
- Moving projects from year to year within an approved TIP, except those that cross air quality horizon years; or
- Adding a prior phase, such as environmental or location study, preliminary engineering or right-of-way, to a project in the TIP so long as such a change does not result in a cost increase greater than the amendment threshold (see Project Cost Change Thresholds, below) for the total project cost of all phases shown within the approved TIP; or
- Changes required to follow FHWA or FTA instructions as to the withdrawal of funds or reestablishment of funds withdrawn at the request of FHWA or FTA; or
- Moving funds between similarly labeled groupings, regardless of percent of change; or
- Adjustments in revenue to match actual revenue receipts.

ADMINISTRATIVE ADJUSTMENT DOCUMENTATION AND AUTHORIZATION PROCEDURES:

Administrative adjustments do not require federal approval. Adjustments made to TDOT-sponsored projects in the TIP will be made by TDOT with notification to the MPO upon submission of the adjustment to FHWA/FTA. The MPO will make the changes to funding tables, and project sheets as needed without the need for distribution.

Documentation:

TDOT will send the following documentation to the MPO

- Electronic correspondence describing the action taken and
- A copy of the original and adjusted STIP pages.

PROJECT COST CHANGE THRESHOLDS:

For changes to the cost of projects (excluding groupings), a sliding scale is outlined to determine which category of revision is required. All measurements for these cost changes

will be made from the last approved TIP or TIP amendment/administrative adjustment to account for incremental changes

Total project cost of all phases shown within the approved TIP	Amendment	Administrative Adjustment
Up to \$2 million	≥75%	< 75%
\$2 million to \$15 million	≥50%	< 50%
\$15 million to \$75 million	≥40%	<40%
\$75 million and above	≥30%	<30%

PROJECT GROUPINGS:

The use of project groupings is permitted under 23 CFR 450.324 (f) for projects in an MPO’s TIP. Projects that are funded by such groupings are to be of a scale small enough not to warrant individual identification and may be grouped by function, work type, and/or geographic area using the applicable classifications under 23 CFR 771.117(c) and (d) and/or 40 CFR part 93. Project groupings may only include projects that meet the following conditions: non-regionally significant, environmentally neutral, and exempt from air quality conformity.

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

PROJECTS CROSSING MPO BOUNDARIES

All projects whether included in a grouping or not that cross the MPO boundary and include an area outside of the MPO boundary will be listed in the TIP only.

We the undersigned, approve this Memorandum of Agreement. This Agreement will become effective upon approval of signature by all parties, and will remain in effect until amended or replaced. This Agreement may be amended at any time, but revisions will require signature by all parties. Any signatory to this Agreement may propose amendment to the agreement at any time.

SIGNATURES:

_____ John Campbell Chairman, MPO Executive Board	_____ Date
_____ John C. Schroer Commissioner, Tennessee Department of Transportation	_____ Date

APPENDIX A: CORRESPONDENCE STANDARDS

All amendment and adjustment correspondence will be submitted to TDOT's Program Development and Scheduling Office.

Amendment Documentation:

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

Email correspondence will use the naming convention, "Amendment [X], [Organization]" in the subject line where [X] identifies the amendment's sequential identifier and [Organization] represents name of the MPO submitting the amendment. Correspondence will include ccs to the appropriate representatives within TDOT's Long Range Planning Division.

Administrative Adjustment Documentation:

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

Email correspondence will use the naming convention, "Adjustment [X], [Organization]" in the subject line where [X] identifies the administrative adjustment's sequential identifier and [Organization] represents name of the MPO submitting the administrative adjustment. Correspondence will include ccs to the appropriate representatives within TDOT's Long Range Planning Division.

6. Authorization for new TIP project; Signalization of Intersection of State Route 126 @ Island Road

■ Action □ Possible Action □ Discussion □ Information

Presenter: Bill Albright

Item Summary:

Commercial development is increasing in the area around the intersection of State Route 126 with Island Road. New retail locations have been established and more are being planned. A significant amount of new residential units are also being planned for properties adjacent to the expanded retail center. With this increased development comes increasing traffic, particularly from the intersecting (cross) streets of Island Road to the north and the Indian Springs Shopping Center to the south. A “traffic impact study” has been completed for this new development and a signal, along with left turn lanes and other geometric improvements, have been recommended for the intersection. The impact study, which included a warrant analysis, has been reviewed by TDOT’s Region I Offices, who have subsequently affirmed the recommendation for a signal at this location. As part of their contribution to the project the shopping center and land developer has offered to pay 50% of the cost of the signal and any other associated costs. The City Of Kingsport has requested that the MTPo provide the other 50% through the use of Local STP dollars available from the current balance of funds. The cost estimate, which is for design/engineering and construction, is \$360,000 (note; purchase of right-of-way will not be needed). The City is asking for \$165,000 in local STP dollars (matched by \$15,000 of TDOT funds) and the developer will provide the remaining \$180,000.

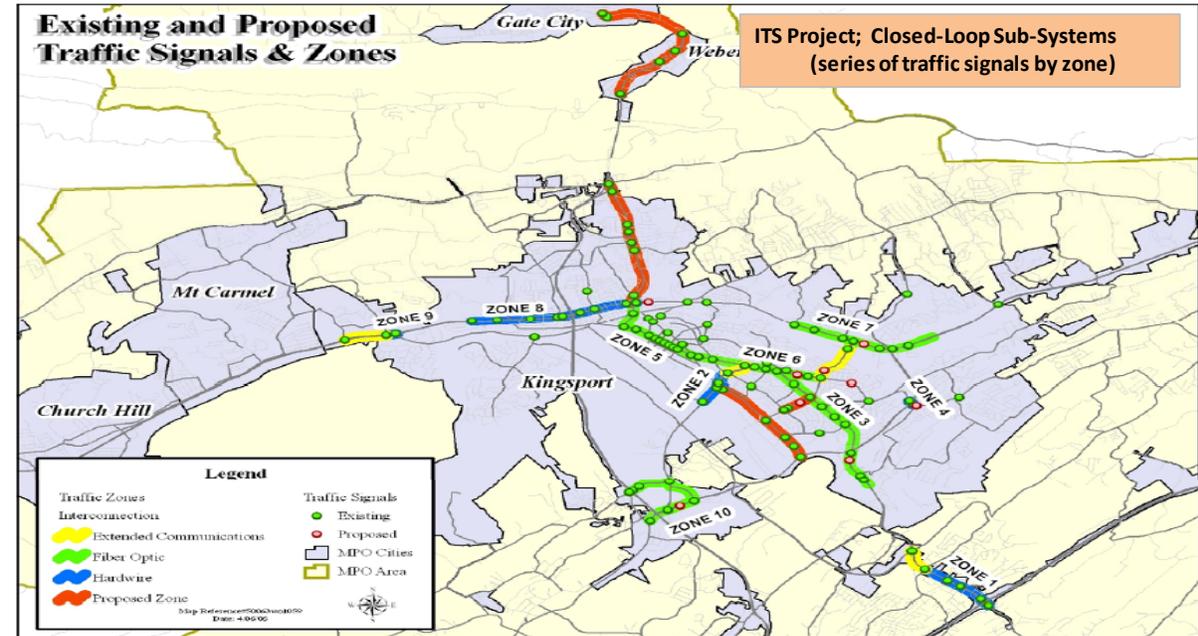
Recommendation: Approve the request from the City of Kingsport for Local-STP funding to cover a portion of the expenses for development of a new traffic signal and accompanying geometric or “ground” improvements (turning lanes) at the intersection of State Route 126 with Island Road. The funding will be provided through the Transportation Improvement Program’s signalization and related Group project (TIP Project # L-STP-2).



TIP #	L-STP-2	TDOT PIN# / VA UPC#	Group	Priority		Lead Agency	Kingsport
County	Sullivan	Length	N/A	L RTP#	Consistent w / LRTP	Conformity Status	N/A
Route/Project Name	Kingsport Signalization Grouping					Total Project Cost	\$700,000
Termini or Intersection	Sullivan and Hawkins Counties						
Project Description	Improvements to traffic signals including construction of closed-loop signal sub-system to coordinate traffic signals, signal hardware/software are upgrades, multi-direction cameras.						

Fiscal Year	Type of Work	Funding Type	Total Funds	Fed Funds	State Funds	Local Funds
FY 14	PE, ROW, CONST	L-STP	\$400,000	\$320,000	\$80,000	\$0
FY 15	PE, ROW, CONST	L-STP	\$100,000	\$100,000	\$0	\$0
FY 16	PE, ROW, CONST	L-STP	\$100,000	\$100,000	\$0	\$0
FY 17	PE, ROW, CONST	L-STP	\$100,000	\$100,000	\$0	\$0

Remarks	Amendment Number	Adjustment Number
<p>FY 14 includes the development of the Lynn Garden Drive (SR 36) closed-loop signal "sub-system"</p> <p>Consistency with LRTP; Signalization projects are included within the Lon-Range Plan by category, but not by sepcifically by name or location. Signalization is part of the Traffic Systems Management (TSM) segment of the plan</p>		



TRAFFIC IMPACT STUDY
FOR MEMORIAL BOULEVARD SITE DEVELOPMENT
KINGSPORT, TENNESSEE

For

Jefferson Bennett Development Group, LLC
1 Potters Lane
Savannah, GA 31411

December 18, 2012
Commission No: 3311



MATTERN & CRAIG, INC.
CONSULTING ENGINEERS – SURVEYORS
429 CLAY STREET
KINGSPORT, TENNESSEE 37660

(423) 245-4970
FAX: (423) 245-5932

Executive Summary

The proposed development (*supermarket*) will be located at the intersection of S.R. 126 (Memorial Boulevard) at Island Road in Kingsport, Tennessee. Considering the anticipated pass-by trips, the net increase in new trips is expected to be 63 ingress and 39 egress during the am peak hour, and 104 ingress and 101 egress during the pm peak hour.

This traffic study has shown that it is reasonable to conclude that the proposed development should not cause an undue burden to the traveling public in the immediate study area, provided certain mitigation improvements are made. These improvements include the following items:

- Intersection of S.R. 126 (Memorial Boulevard) and Island Road:
 1. Install an eight-phase traffic signal.
 2. Install a single eastbound left turn lane along S.R. 126 with at least 100 feet of storage.
 3. Install a single westbound left turn lane along S.R. 126 with at least 100 feet of storage.

Introduction

A proposed development, consisting of a supermarket with a total area of approximately 30,000 square feet, is proposed to be located in an existing building (*which was previously the location of another supermarket*) in an existing development at the intersection of S.R. 126 (Memorial Boulevard) at Island Road in Kingsport, Tennessee.

According to current City of Kingsport regulations, a traffic impact study is required for all projects, with the scope of the study dependent upon the average daily traffic generated by the development as determined by the current edition of the *Trip Generation Manual* that is published by the Institute of Transportation Engineers (ITE). Since the proposed development is expected to generate approximately 1,500 vehicles per day, the regulations require that a Level II traffic study be completed. The intersection of Memorial Boulevard at Island Road will be analyzed (*as requested by the City's Traffic Engineer*), to determine what impacts the anticipated new traffic will have for both the am and pm peak hours.

This study is based on information obtained during a typical weekday. According to the *2001 Traffic Control Devices Handbook* that is published by the Institute of Transportation Engineers (ITE), a typical weekday is interpreted to be *a Tuesday, Wednesday, or Thursday during a normal work week representing traffic that is usually and repeatedly found at the intersection.*

Background

The subject site is located at the intersection of S.R. 126 (Memorial Boulevard) at Island Road in Kingsport, Tennessee. Memorial Boulevard, a state-maintained road, is a major east-west corridor providing access between Kingsport and Blountville and to points beyond. According to traffic data provided by the Tennessee Department of Transportation, the 2011 annual average daily traffic (AADT) along Memorial Boulevard in the immediate area is approximately 7,000 vehicles per day (See Figure 1).



Memorial Boulevard

This section of Memorial Boulevard consists of a two-lane section with a posted speed limit of 45 mph. There are no sidewalks along either side of Memorial Boulevard in the immediate area.

Island Road, a City-maintained road, is classified as a local route and provides access from Memorial Boulevard to S.R. 394 to the east. This section of Island Road consists of a two-lane section with a posted speed limit of 35 mph. There are no sidewalks along either side of Island Road in the immediate area. The intersection of Memorial Boulevard at Island Road is two-way stop controlled, with Island

Road and the primary site access controlled by stop signs.



Island Road/Primary Site Access

Full turning movement counts were taken by the City at the above intersection from 7:00 am until 7:00 pm on Thursday, December 6, 2012 in order to determine the actual am and pm peak hours and their existing traffic volumes (See Appendix A for turning movement counts). Weather conditions during the traffic count time period included fair skies with a temperature of approximately 50 degrees Fahrenheit and no precipitation.

Conclusions/Recommendations

As stated in the introduction, a traffic impact study (TIS) is required for this development, in accordance with City of Kingsport regulations, to analyze the am and pm peak hours (*for a typical weekday*) along S.R. 126 (Memorial Boulevard) at the intersection with Island Road. As a result of the study, the following conclusions were reached.

From a capacity and level of service standpoint, the proposed development should *not* have an adverse impact on the intersection of Memorial Boulevard at Island Road. A good level of service is maintained during future conditions, as well as good v/c ratios. Recommended improvements consist of an eight-phase traffic signal, a left turn lane with at least 100 feet of storage on the westbound approach of Memorial Boulevard, and a left turn lane with at least 100 feet of storage on the eastbound approach of Memorial Boulevard.

7. FY '14 -'15 Unified Planning Work Program – Funding Change (Correction)

■ Action □ Possible Action □ Discussion □ Information

Presenter: Bill Albright

Item Summary:

At the last meeting the Executive Board approved the Tennessee (and final) version of the FY 2014-2015 Unified Planning Work Program. A Virginia version was also presented and approved by the Board earlier in the summer. Within the Tennessee version the budget figures were established for both fiscal years 2014 and 2015 and included a summary of total federal PL (“Planning”) Funds as well as a distribution of these funds by sub-task. However, an error in the documentation of the Tennessee numbers occurred when the approved UPWP was published. The original base amount allocated was \$202,306 and was listed in the UPWP budget tables. The figure did not include the carryover requested by the MTPO Staff of \$22,152. The carryover *was*, however, included in the actual approved contract for PL funds from TDOT, which totaled \$224,458. As a result changes and/or corrections to the UPWP budget tables are needed in order to match the contract amount. While this is not an amendment to the UPWP, Staff is notifying the Board of this correction for their information and approval.

Recommendation: Approve the change to the UPWP budget tables to reflect inclusion of the carryover amount and the subsequent correct total of Tennessee PL funds of \$224,458 (along with corrected matching funds).

TASK E (continued)

TO BE CORRECTED

Funding Sources (TASK E)

Fiscal Year 2014

Task E. LRTP	TN-PL	VA-PL	TN-SPR	VA-SPR	TN-Sec 5303	VA-Sec 5303	Total
MPO							
Federal	\$44,306	\$5,200			\$12,000	\$2,428	\$63,934
State		\$650			\$1,500	\$304	\$2,454
Local	\$11,077	\$0			\$1,500	\$304	\$12,880
TDOT							
Federal			\$27,381				\$27,381
State			\$6,845				\$6,845
LENOWISCO							
Federal		\$4,200					\$4,200
State		\$525					\$525
Local		\$525					\$525
VDOT							
Federal							\$0
State				\$0			\$0
TOTAL	\$55,383	\$11,100	\$34,226	\$0	\$15,000	\$3,035	\$118,744

Fiscal Year 2015

Task E. LRTP	TN-PL	VA-PL	TN-SPR	VA-SPR	TN-Sec 5303	VA-Sec 5303	Total
MPO							
Federal	\$44,306	\$5,200			\$12,000	\$2,428	\$63,934
State		\$650			\$1,500	\$304	\$2,454
Local	\$11,077	\$0			\$1,500	\$304	\$12,880
TDOT							
Federal			\$27,381				\$27,381
State			\$6,845				\$6,845
LENOWISCO							
Federal		\$4,200					\$4,200
State		\$525					\$525
Local		\$525					\$525
VDOT							
Federal							\$0
State				\$0			\$0
TOTAL	\$55,383	\$11,100	\$34,226	\$0	\$15,000	\$3,035	\$118,744

TASK E (continued)

CORRECTED VERSION

Funding Sources (TASK E)

Fiscal Year 2014

Task E. LRTP	TN-PL	VA-PL	TN-SPR	VA-SPR	TN-Sec 5303	VA-Sec 5303	Total
MPO							
Federal	\$66,458	\$5,200			\$12,000	\$2,428	\$86,086
State		\$650			\$1,500	\$304	\$2,454
Local	\$16,615	\$0			\$1,500	\$304	\$18,418
TDOT							
Federal			\$27,381				\$27,381
State			\$6,845				\$6,845
LENOWISCO							
Federal		\$4,200					\$4,200
State		\$525					\$525
Local		\$525					\$525
VDOT							
Federal							\$0
State				\$0			\$0
TOTAL	\$83,073	\$11,100	\$34,226	\$0	\$15,000	\$3,035	\$146,434

Fiscal Year 2015

Task E. LRTP	TN-PL	VA-PL	TN-SPR	VA-SPR	TN-Sec 5303	VA-Sec 5303	Total
MPO							
Federal	\$44,306	\$5,200			\$12,000	\$2,428	\$63,934
State		\$650			\$1,500	\$304	\$2,454
Local	\$11,077	\$0			\$1,500	\$304	\$12,880
TDOT							
Federal			\$27,381				\$27,381
State			\$6,845				\$6,845
LENOWISCO							
Federal		\$4,200					\$4,200
State		\$525					\$525
Local		\$525					\$525
VDOT							
Federal							\$0
State				\$0			\$0
TOTAL	\$55,383	\$11,100	\$34,226	\$0	\$15,000	\$3,035	\$118,744

TABLE 1

KINGSPORT METROPOLITAN PLANNING ORGANIZATION

FY 14 FUNDING SOURCE BY TASK -- previous numbers to be corrected

TASKS BY FUNDING SOURCE	FEDERAL HIGHWAY ADMINISTRATION										FEDERAL TRANSIT ADMINISTRATION									
	TENNESSEE					VIRGINIA					SECTION 5303 - City of Kingsport					SECTION 5303-TDOT				
	SPR	TDOT	City of Kingsport		SPR	VDOT	City of Kingsport		LENOVISC		VDOT*	TN	VA	TDOT	VDOT	LOCAL**		TN STATE MATCH	TOTAL	
			TN-PL	LOCAL			VA-PL	LOCAL	PL	LUNWSC						LOCAL**	LOCAL**			
A. Program Administration	\$10,234	\$2,559	\$70,000	\$17,500			\$4,000	\$500	\$16,000	\$2,000	\$2,500	\$17,600	\$960	\$2,200	\$107	\$2,307		\$148,367		
B. Data Collection, Maintenance and Analysis	\$12,247	\$3,062	\$24,000	\$6,000			\$0	\$0	\$16,000	\$2,000	\$2,000	\$16,000		\$2,000		\$2,000		\$85,309		
C. Air Quality and Congestion Mitigation			\$24,000	\$6,000			\$0	\$0	\$5,000	\$625	\$625							\$36,250		
D. Transportation Improvement Program			\$40,000	\$10,000	\$25,000	\$6,250						\$4,000		\$500		\$500		\$86,250		
E. Multimodal and Long Range Transportation Planning	\$27,381	\$5,845	\$44,306	\$11,077			\$5,200	\$650	\$4,200	\$525	\$525	\$12,000	\$2,428	\$1,500	\$304	\$1,804		\$118,744		
TOTAL	\$49,862	\$12,465	\$202,306	\$50,677	\$25,000	\$6,250	\$9,200	\$1,150	\$41,200	\$5,150	\$5,650	\$49,600	\$3,288	\$6,200	\$411	\$6,611	\$0	\$474,919		

*Total includes Virginia State Match for Kingsport and LENOVISC Combined

**Total includes Local Match for TN and VA Combined

includes TDOT Section 5303 Carryover funds

Contributor by Funding Source

Contributor	Federal	TDOT	VDOT	LENOVISC	Kingsport MPO	TOTAL
Federal	\$49,862					\$49,862
TDOT		\$12,465				\$12,465
VDOT			\$6,250			\$6,250
LENOVISC				\$5,150		\$5,150
Kingsport MPO					\$50,577	\$50,577
TOTAL	\$49,862	\$12,465	\$6,250	\$5,150	\$50,577	\$124,304

Contributor	TN	VA	TDOT	VDOT	LOCAL**	TOTAL
Federal	\$49,600	\$3,440				\$53,040
TDOT			\$6,200			\$6,200
VDOT				\$411		\$411
LENOVISC					\$6,611	\$6,611
Kingsport MPO					\$6,611	\$6,611
TOTAL	\$49,600	\$3,440	\$6,200	\$411	\$6,611	\$66,262

Contributor	TN STATE MATCH	TOTAL
Federal	\$0	\$380,008
TDOT	\$0	\$18,085
VDOT	\$0	\$12,311
LENOVISC	\$0	\$5,150
Kingsport MPO	\$0	\$58,337
TOTAL	\$0	\$475,071

**TABLE 1
KINGSPORT METROPOLITAN PLANNING ORGANIZATION
FY 14 FUNDING SOURCE BY TASK - CORRECTED VERSION**

TASKS BY FUNDING SOURCE	FEDERAL HIGHWAY ADMINISTRATION										FEDERAL TRANSIT ADMINISTRATION										TOTAL		
	TENNESSEE					VIRGINIA					SECTION 5303 - City of Kingsport					SECTION 5303-TDOT							
	SPR	City of Kingsport		VDOT	City of Kingsport		SPR	VDOT	PL	LENOWISCO	VDOT*	TN	VA	TDOT	VDOT	LOCAL**	TN STATE MATCH						
		TDOT	TN-PL		LOCAL	VA-PL												LOCAL	PL	LENOWISCO		VDOT**	VA
A. Program Administration	\$10,234	\$2,559	\$70,000	\$17,500			\$4,000	\$500	\$16,000	\$2,000	\$2,500	\$17,600	\$960	\$2,200	\$107	\$2,307							\$148,367
B. Data Collection, Maintenance and Analysis	\$12,247	\$3,062	\$24,000	\$6,000			\$0	\$0	\$16,000	\$2,000	\$2,000	\$16,000		\$2,000		\$2,000							\$95,309
C. Air Quality and Congestion Mitigation			\$24,000	\$6,000			\$0	\$0	\$5,000	\$625	\$625												\$36,250
D. Transportation Improvement Program			\$40,000	\$10,000								\$4,000		\$600		\$500							\$96,250
E. Multimodal and Long Range Transportation Planning	\$27,381	\$6,845	\$66,458	\$16,615			\$5,200	\$650	\$4,200	\$525	\$525	\$12,000	\$2,428	\$1,500	\$304	\$1,804							\$146,634
TOTAL	\$49,882	\$12,465	\$224,458	\$56,115			\$9,200	\$1,150	\$41,200	\$5,150	\$5,650	\$49,600	\$3,440	\$6,200	\$411	\$6,611				\$0	\$0		\$502,609

*Total includes Virginia State Match for Kingsport and LENOWISCO Combined
**Total includes Local Match for TN and VA Combined

Contributor by Funding Source

Contributor	Federal	TDOT	VDOT	LENOWISCO	Kingsport MPO	TOTAL
Federal	\$49,882					\$49,882
TDOT		\$12,465				\$12,465
VDOT			\$6,250			\$6,250
LENOWISCO				\$5,150		\$5,150
Kingsport MPO					\$56,115	\$56,115
TOTAL	\$49,882	\$12,465	\$6,250	\$5,150	\$56,115	\$124,458

*Total includes Virginia State Match for Kingsport and LENOWISCO Combined
**Total includes Local Match for TN and VA Combined

8. Annual Prioritization of Projects (Tennessee / TDOT)

■ Action □ Possible Action □ Discussion □ Information

Presenter: Bill Albright

Item Summary:

Annually the Tennessee Department of Transportation asks the MTPO's across the state to submit a list of "prioritized projects" for their area that are approved by the Executive Board. A list was developed and approved last year by the Kingsport MTPO Executive Board. Typically these projects are relatively long-range in nature and take several years to develop. As a result, the priority list does not change much from year to year. In essence, the list presented this year for Executive Board approval is basically the same as last years. At this time there are no changes being recommended by the Staff. Virginia prioritized projects are also included in the list and map. **Note; Executive Board members that have any suggestions for changes can submit these prior to the December 19 meeting (these will be circulated).**

Recommendation: Approve the list of prioritized projects for FY 2014 as developed by the Executive Board and Staff.

KINGSPORT METROPOLITAN PLANNING ORGANIZATION

TENNESSEE: KINGSPORT, SULLIVAN COUNTY, HAWKINS COUNTY, MOUNT CARMEL, CHURCH HILL
 VIRGINIA: SCOTT COUNTY, WEBER CITY, GATE CITY

Prioritized List of Multi-modal State Route Projects – FY 2014

Rank	Location	State Route/ Road Name	Type of Work	Termini To and From	General Remarks	Cost Est.	Map #
<i>Tennessee</i>							
1	Sullivan/ Kingsport	I-81/I-26 Interchange	Reconstruction	Interchange reconfiguration	Interchange Modification Study in progress	\$42 Million	1
2	Sullivan/ Kingsport	SR-126 Memorial Blvd	Reconstruction	Center St to I-81	Under Design	\$80 Million	2
3	Sullivan	SR-93 Sullivan Gardens Pkwy	Reconstruction	SR-347 to I-81	TPR Option 5; Environ- mental Review	\$15 Million	3
4	Sullivan	SR-36	Reconstruction	SR-75 to I-81	Continuation of ongoing project	\$35 Million	4
5	Kingsport/ Sullivan	SR-347 Rock Springs Rd	Reconstruction	I-26 to Cox Hollow Rd	TPR complete	\$3 Million	5
6	Sullivan/ Kingsport	I-81 Truck Climbing Lanes	New Construction	SR-36 to SR-357	Environ- mental Review	\$27.3 Million	6
7	Sullivan	SR-357 South	New Construction	Tri-Cities Airport to 11E/19	Previously studied	\$40 Million	7
8	Kingsport	SR-93/ 11W Intersection	Reconstruction	Interchange reconfiguration	Previously studied		8
9	Hawkins/ Mt Carmel/ Church Hill	SR-346	Reconstruction	N Holston River Dr to 11W	LRTP		9
10	Kingsport/ Sullivan	11W/SR 1	Reconstruction	SR-93 to SR-394	Improve access management/ widen where needed		10

11	Hawkins/ Mt Carmel/ Church Hill	11W/SR 1	Reconstruction	Holston River to Church Hill	Improve access management/ widen where needed		11
12	Hawkins/ Sullivan/ Washington	Bridges	Reconstruction	Where needed	Rebuild/ Rehabilitate bridges on state's inspection list		
13	Hawkins/ Sullivan	Bicycle / Pedestrian	Greenbelt Extension(s)	Extend Greenbelt East and West from current terminuses	Extend Greenbelt to connect communities to the East and West		13
14	Throughout MPO	Bicycle / Pedestrian	Accommo- dations	All facilities	Include Bicycle & Pedestrian accommoda- tions		
15	Kingsport	Transit	Service Enhancements	Service Area	Enhancements to service area, routes, customer facilities, ITS needs, vehicles, and technology advancements		
16	Hawkins/ Sullivan/ Washington	ITS	Variable Message Boards	Where needed	Install VMB for notifications, rerouting, security, etc	\$1.8 Million Combi ned	
17	Sullivan/ Washington	ITS	Help Trucks	Interstates	Expand the TDOT Help Truck program to Northeast Tennessee Interstates		
Virginia							
VA-1	Scott	Moccasin Gap Bypass	Reconstruction	US 23/US 58/SR-71	ROW complete/ awaiting construction	\$10.8 Million	VA-1
VA-2	Scott	SR-224	Reconstruction	US 58/US 23 to TN State Line	Corridor study complete		VA-2
VA-3	Scott	US-23	Safety / Access Management Improvements	TN State Line to Bus-US 58	Corridor study complete		VA-3
VA-4	Scott	Bridges	Reconstruction	Where needed	Rebuild/ Rehabilitate bridges on state's inspection list		

VA-5	Throughout MPO	Bicycle / Pedestrian	Accommodations	All facilities	Include Bicycle & Pedestrian accommodations		
VA-6	Throughout MPO	Transit	Service Enhancements	Service Area	Enhancements to service area, routes, customer facilities, ITS needs, vehicles, and technology advancements		
VA-7	Throughout MPO	ITS	Variable Message Boards	Where needed	Install VMB for notifications, rerouting, security, etc		
VA-8	I-81 Corridor	I-81	Various Improvements	I-81 Corridor	Enhancements to improve safety, security, spur economic development capacity		
VA-9	SW Virginia	Rail	Extension of passenger rail service	Lynchburg to Bristol District	Extend passenger rail service to Bristol District		

9. Annual List of Tennessee/TDOT Obligated Projects (Advertised for Public Comments)

■ Action □ Possible Action □ Discussion □ Information

Presenter: Bill Albright

Item Summary:

The MPTO is required to publish and make available an annual list of “Obligated Projects” that are found within the Tennessee portion of the MTPO area. Obligated projects (and/or phases of projects) are those that have been approved by TDOT and the Federal Highway Administration or the Federal Transit Administration, are under contract for development, and have had funds released for project implementation (a notice to proceed with various phases) and expenditure. Note, as per federal requirements, an advertisement in the local newspaper has been issued notifying the public that this list is available to view at various locations and will also be discussed in the MTPO meeting.

Recommendation: The Executive Board is not required to approve by vote the list of “Obligated Projects” for FY 2013. However they are requested to review the list and, through the minutes, acknowledge that these have been presented, understood, and received.

KATS Transit – 2013 Obligations

Operations		
Federal	State	Local
\$531,689	\$265,844.50	\$265,844.50
Capital		
Federal	State	Local
\$24,909.60	\$3,113.70	\$3,113.70

Federal Highway Administration – 2013 Obligations

KINGSPORT MPO							FED FUNDS OBLIGATED: \$7,704,181.53	
FY 2013								
DATE	PROJECT NUMBER	COUNTY	ROUTE	TERMINI	TYPE	TIP/STIP REFERENCE	FEDERAL FUNDS	TOTAL FUNDS IN T
11/20/12	IME-81-1(109)	Sullivan	I-81	From North of I-26 to South of SR-57	IM	TN-16	(\$221.39)	\$1,320,000.00
12/13/12	STP-SIP-NHE-1(230)	Hawkins	SR-1	(US-11W), Intersection at Tipton Ave in Church Hill	S-STP	TN-14	\$7,256.82	\$300,000.00
01/22/13	STP-M-9108(41)	Sullivan		Closed-Loop Signal System Software Improvement Project	STP	STP-4	\$185,000.00	\$467,100.00
02/08/13	NH/HSIP-1(308)	Sullivan	SR-1	From Fairmont Ave to E of Brookside Dr	HSIP	TN-15	\$283,000.00	\$3,000,000.00
02/08/13	NH/HSIP-1(308)	Sullivan	SR-1	From Fairmont Ave to E of Brookside Dr	NHPP	TN-17	\$1,699,200.00	\$3,000,000.00
05/03/13	HSIP-346(8)	Hawkins	SR-346	From E of Millers Woods Rd to the Holston River Bridge	HSIP	TN-15	(\$5,180.00)	\$3,000,000.00
05/03/13	STP-SIP-346(9)	Hawkins	SR-346	From the Mount Carmel City Limits to the Sullivan County Line in Mount Carmel	S-STP	TN-14	\$45,578.00	\$300,000.00
05/15/13	STP-357(1)	Sullivan	SR-357EXT	From S of I-81 at Existing SR-357 to SR-34 (US-11E)	S-STP	TN-10	(\$239,075.66)	\$300,000.00
05/20/13	APD-26(60)	Sullivan	I-26	Welcome Center (Corridor B)	APD	TN-1	\$2,662,757.00	\$14,605,000.00
06/03/13	STP-EN-9108(29)	Sullivan		Campus Improvements at the Netherland Inn in Kingsport	ENH	ENH-1	(\$54,907.18)	\$1,500,000.00
06/04/13	NH-SIP-1-26(57)	Sullivan	I-26	Interchange at I-81	S-STP	TN-14	\$31,200.00	\$300,000.00
06/14/13	STP-36(45)	Sullivan	SR-36	From N of Lakeside Ln to N of Summerville Rd	S-STP	TN-17	(\$8,383.14)	\$30,000.00
07/31/13	BR-STP-9108(19)	Sullivan, Hawkins		Netherland Inn Rd, Bridge over North Fork Holston River, LM 0.56 in Kingsport	BRR-L	TN-6	(\$701.32)	\$30,000.00
08/05/13	STP-M-9108(37)	Sullivan		Lincoln St, SR-126(Wilcox Dr) to SR-93(John B. Dennis Hwy) and Cooks Valley Rd, Harbor Springs Rd to Palomino Dr (Kingsport City Limits)	STP	STP-3	\$383,520.00	\$3,650,930.00
08/09/13	STP-EN-9108(42)	Sullivan		Kingsport Gateway Beautification (Roadscapes)	ENH	ENH-1	\$63,690.00	\$1,500,000.00
08/23/13	APD-26(27)	Sullivan	I-26	Welcome Center (Corridor B)	APD	TN-1	\$2,421,039.00	\$14,605,000.00
08/27/13	STP-M-3950(38)	Hawkins		Main St, From Dover Ave to Kaywood Ave in Mount Carmel	STP	STP-3	\$2,709.40	\$3,650,930.00
08/29/13	IM-81-1(119)	Sullivan	I-81	Eastbound Truck Climbing Lane at Mile Marker 60	IM	TN-3	\$227,700.00	\$253,000.00

10. Staff Reports - Projects, Initiatives

Action Possible Action Discussion Information

Presenter: Staff

- STP Resurfacing – Lincoln Street progress
- State Route 93 – safety improvements
- State Route 126 – funding update
- State Route 347 / Rock Springs Road (near I-26) – update
- Interstate 81 / Interstate 26 Interchange improvements – study
- Closed-Loop Signal System – software upgrades/expansion
- Stone Drive – Netherland Inn Road “Connector” – environmental review
- Eastern Star – Mitchell Road - Fordtown Road “Connector” – concept
- Virginia – Yuma Road improvements
- Virginia – State Route 224 (Wadlow Gap Road) – funding
- Virginia – SR 72 (Clinch Mountain) By-Pass - concept
- Downtown Kingsport Traffic Calming / Streetscaping –
TDOT “Multi-Modal Access Fund” Grant Program
- Transit Systems – update
- Bicycle/Pedestrian – update
- Proposed Signalization – locations/studies
 - State Route 357 @ State Route 75
 - State Route 357 at Flagship Drive
 - State Route 126 @ Carolina Pottery Drive
- Transportation Alternatives (Greenbelt) – project updates
- Safety Audits and Corridor Safety Studies

10. Public Comment

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

11. Meeting Adjournment

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.