

Bill Albright  
Transportation Manager

Troy Ebbert, CFM  
Transportation Coordinator



Kingsport MTPO  
201 West Market St  
Kingsport, TN 37660  
MTPO@KingsportTn.gov  
423.224.2670

## MEMORANDUM

To: Kingsport MTPO Executive Board  
CC: Subscribed Interested Parties  
From: Troy Ebbert  
Date: August 4, 2015  
Subject: MTPO Executive Board Meeting

---

Please find the agenda for the next Kingsport MTPO Executive Board meeting scheduled for **Tuesday, August 11, 2015 at 10:00 AM (ET)** in the **City Hall Council Room\***, 2nd Floor of City Hall located at 225 Center Street, (downtown) Kingsport, Tennessee.

**\*Please note the new location.**

In addition to the public comments, project updates and general information items

There are actions Items:

- **Minutes**
- **Approval of Tennessee Portion of the UPWP**
- **TIP amendment for Main Street Kingsport**

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.



1. Executive Board Welcome

2. Approval of Minutes from June 4, 2015 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. Adoption of the Tennessee Portion of the Work Program

- Action    Possible Action    Discussion    Information

Presenter: Bill Albright

**Item Summary:** A review of the work program, (UPWP) will be presented for adoption for the State of Tennessee section of the MTPO area. The Commonwealth of Virginia and State of Tennessee have different fiscal year adoption requirements, thus the Kingsport MTPO will adopt as two separate documents. This document has been reviewed and by TDOT and FHWA and approved for adoption.

5. TIP Amendment to include the Rehabilitation of Main Street Kingsport

- Action    Possible Action    Discussion    Information

Presenter: Michael Thompson

**Item Summary:** The City of Kingsport has requested L-STP funds to repair sections, resurface and improve bike/ped facilities on Main Street. The total estimated project cost is \$1.7M. (\$1,360,000/\$340,000 local)

## 5. Staff Reports - Projects, Initiatives

Action    Possible Action    Discussion    Information

Presenter: Staff/Board

- Multi-Modal Grant Award - Ebbert
- Sustainable Transportation Award - Ebbert
- Green Belt Updates - Thompson
  - Section 3
  - Netherland Inn
  - Cleek Road
  - New Grant Application – Albright
- Roadscapes Grant - Albright
- Title VI VDOT audit - Ebbert
- 2040 LRTP update - Albright
- V-Trans and HB2 updates - Necessary
- TDOT Long Range Plan update - Weander
- SR-126 Project Update - QK4
- KATS Update - Campbell
- Downtown Kingsport Master Plan status update - Steinman
- TCC meeting to include - Ebbert
  - Functional Class Update
  - Press Rd TIP Amendment
  - Call For Projects FY17-FY20
  - LRTP Update strategy and timeline

## 6. Meeting Schedule

Action    Possible Action    Discussion    Information

Presenter: Troy Ebbert

**Item Summary:** The Executive Board meeting will be December 3, 2015. At 1PM  
The TCC will meet in Oct TBA

## 7. 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

## 8. 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.