



AGENDA ACTION FORM

Consideration of a Resolution Authorizing the Mayor to Execute All Documents Necessary to Accept Federal and State Planning Funds from the Virginia Department of Transportation on Behalf of the Kingsport MTPO

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-198-2026

Work Session: July 20, 2026

First Reading: N/A

Final Adoption: July 21, 2026

Staff Work By: L. Christian/S. Bowman

Presentation By: Ryan McReynolds

Strategic Focus Area: 2. Sustainable Infrastructure

Recommendation:

Approve the resolution.

Executive Summary:

If approved, the City will enter into a 1-year agreement (Letter of Authorization) with the Virginia Department of Transportation (VDOT) for Federal and State Planning funds.

Each year, the Federal Highway Administration (FHWA) provides Planning funds for Metropolitan Transportation Planning Organizations (MTPOs); these funds are administered by State Departments of Transportation. As required by Federal regulations, the Kingsport MTPO planning area covers a small portion of Scott County Virginia; VDOT allocates a portion of these funds for work the MTPO staff carries out in this area. For fiscal year 2027, the MTPO's allocation of Federal Planning funds from Virginia is \$36,013.62 Federal (80%), matched by \$4,501.70 from VDOT (10%) and \$4,501.70 from the City of Kingsport (10%), totaling \$45,017.02.

Funds are allocated for this project in the FY27 budget.

Attachments:

Resolution

Letter of Authorization/Agreement

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—