

City Council
Jefferson City, Tennessee
Regular Meeting
Agenda

TIME: 5:00 P.M.

DATE: Monday, August 1, 2022

PLACE: Jefferson City Municipal Building

1. Call to Order, the Honorable Mitch Cain, Mayor presiding

Opening Prayer

Pledge of Allegiance

2. Roll Call, Monica Myers, City Recorder

3. Approval of Minutes from Previous Meetings

4. Citizen Comments (Citizens commenting should state their name, address, and limit comments to five minutes.)

5. Communications from the Mayor

6. Reports from Committees, Council Members, and other Officers

Fire Department Monthly Report. Consider a report from Lee Turner, Fire Chief, concerning a summary of the department's activity for June 2022.

Parks & Recreation Monthly Report. Consider a report from Walter Gibson, Parks & Recreation Director, concerning a summary of the department's activity for June/July 2022.

Police Department/City Court Monthly Report. Consider a report from Andy Dossett, Police Chief, concerning a summary of the department's activity for June 2022.

Public Works Monthly Report. Consider a report from Porter Massengill, Public Works Director, concerning a summary of the department's activity for June 2022.

City Manager's Monthly Report. Consider a report from John Johnson, City Manager, concerning a summary of activity for June 2022.

7. Appointments

Health & Education Facilities Board. Marilyn Barr's term expired in April. This is a City Council appointment and is for a 6-year term.

Historic Zoning Commission. Tony Di Giosia's term expired in July. This is a Mayoral appointment with confirmation from City Council and is for a 5-year term.

Jefferson Healthcare Foundation Board. Tony Pettit's term has expired. This is a City Council appointment and is for a 3-year term.

Industrial Development Board. Clark Measels, Chad Orr, and Tony Pettit's terms will expire in August. These are City Council appointments and are for 6-year terms.

8. Acceptance of Bids/Professional Services/Leases/Grants

Police Vehicles and Equipment. Attached is a memo from Andy Dossett, Police Chief, concerning additional funding needed to purchase the previously approved vehicles and equipment for the police department.

9. Old Business

Ordinances on Second Reading

Ordinance 2022-11. This is an ordinance to de-annex a parcel of land of approximately 12.33 acres located on Old A.J. Highway zoned R-1.

10. New Business

Resolutions

Resolution 2022-25. This is a resolution authorizing the replacement of the Police Department's Keyscan Access Control System.

Resolution 2022-26. This is a resolution authorizing a Corridor Study of US-11E/SR 34.

Resolution 2022-27. This is a resolution honoring Darrell Turley for 42 years of service to the City of Jefferson City.

11. Adjourn.

Minutes of Special Meeting
July 19, 2022

The City Council of Jefferson City, Tennessee, met in special called session on Tuesday, July 19, 2022, at 5:25 p.m., following the regular work session at City Hall, with Mayor Mitch Cain presiding.

Roll call by the City Recorder was as follows:

Mayor Cain	Present
Vice Mayor Bunch	Absent
Councilwoman Combs	Present
Councilman Melton	Present
Councilwoman Purkey	Present

Also present were John Johnson, City Manager; Robert Burts, City Attorney; and Monica Myers, City Recorder.

Upon request by Mayor Cain for citizen comments, Janice Backer, 347 Summitt Heights, spoke against Ordinance 2022-10, an ordinance amending the zoning map of Jefferson City by rezoning three parcels. She asked if R-2 could mean duplexes, apartments or other development besides single family. She asked if a site plan had to be brought back to the planning commission after the rezoning. Mayor Cain stated the developer brings the request to the planning commission who then makes a recommendation to City Council. A site plan has to be brought back to the planning commission.

Mark Ritter, 2240 Black Oak Road, also spoke against Ordinance 2022-10. He stated he has a small hobby farm. He understands that progress cannot be stopped, but he is concerned about the small lots, when most owners in the area have large lots and acreage. City Council is supposed to protect property owners and what gets developed around the area. He stated there is another property owner on Black Oak Road that is considering selling his property for development and he is concerned what is built around them.

Jo Cline Myrick, who resides in Gatlinburg, purchased 6.25 acres in the area and is now concerned what is going to be built next to their acreage. She questioned how many more homes would be built there if the zoning changed. Mayor Cain said he does not know until a site plan is brought to the planning commission. Building Inspector Jeff Houston stated the difference in the zoning for single homes is that R-1 allows 10,850 sq. ft. lot size minimum and R-2 allows 7,500 sq. ft. lot size and 3,000 sq. ft. per unit. The main difference between the R-1 and R-2 single-family homes is the setback requirements.

Rhonda Snyder, 344 E. Old Andrew Johnson Highway, stated her property was most affected by the rezoning because her entire property was next to the area. She asked if an impact study had been done for the area for increased traffic, water quality and sanitation. She held up pictures of one of the Carlyle

Developments that showed overflowing dumpsters. She said most of their single-family homes are rental villas and is concerned this would affect property values and water run-off. She questioned what would keep them from building apartments in the development.

Phillip Carlyle, owner of the property, stated they have no interest in putting apartments or duplexes on the property. They were proposing a single-family subdivision and their development does not tie into the other development on Black Oak Road. They plan to bring in the traffic onto Old Andrew Johnson Highway.

Bob Backer, 347 Summitt Heights Drive, asked then why change the zoning from R-1 to R-2 if there is not that much difference in the number of houses.

Phillip Carlyle stated the rezoning had more to do with the required setbacks and not the density of the development.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, the minutes of June 6 and June 21 were unanimously approved as written.

Upon motion of Councilman Melton, seconded by Councilwoman Purkey, the bid from the Tennessee State-wide contract for Dell computers, for the police department at a cost of \$15,141.18 was unanimously approved.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs the bid from the Tennessee State-wide contract for police vehicles at a cost of \$147,741.00 was unanimously approved.

Upon motion of Councilman Combs, seconded by Councilman Melton, Ordinance 2022-07, an ordinance increasing the rates for bulk water sales to the Shady Grove Utility District, repealing conflicting ordinances and establishing an effective date, was unanimously adopted on second reading.

Upon motion of Councilwoman Combs, seconded by Councilman Melton, Ordinance 2022-08, an ordinance increasing the rates for bulk water sales to the New Market Utility District, repealing conflicting ordinances, and establishing an effective date was unanimously adopted on second reading.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, Ordinance 2022-09, an ordinance increasing the rates for bulk water sale to the City of Dandridge Water Department, repealing conflicting ordinances, and establishing an effective date was unanimously adopted on second reading.

Councilman Melton made a motion to adopt, on first reading, Ordinance 2022-10, an ordinance amending the zoning map of Jefferson City by rezoning three parcels, which motion was seconded by

Councilwoman Combs. Councilman Melton stated he would like to see a site plan for the rezoning request. The vote was as follows:

Mayor Cain	Aye
Councilwoman Combs	No
Councilman Melton	Aye
Councilwoman Purkey	No

Ordinance 2022-10 failed.

Upon motion of Councilwoman Purkey, seconded by Councilwoman Combs, Ordinance 2022-11, an ordinance de-annexing one parcel of real property out of the City of Jefferson City, was unanimously adopted on first reading.

Upon motion of Councilman Melton, seconded by Councilwoman Combs, Resolution 2022-24, a resolution authorizing a feasibility study for a hotel/motel in Jefferson City, was unanimously approved.

The meeting was adjourned at 6:11 p.m.

Mitch Cain, Mayor

Monica Myers, City Recorder



JEFFERSON CITY FIRE DEPARTMENT

104 City Center Drive • Jefferson City, TN 37760
Telephone • 865-475-3616
Fax • 865-471-7099

Office of the Fire Chief Monthly Department Activity Summary June 2022

Operations

	<u>Monthly Total</u>	<u>Yearly Totals</u>
Structure Fires and Explosions	1	5
False Alarms/Good Intent Calls	16	73
Vehicle Fires	0	5
Vegetation Fires	0	9
EMS First Response Calls	70	434
Motor Vehicle Collisions	5	45
Service Calls	8	36
Hazardous Condition/Materials Call	7	24
Mutual/Automatic Aid Requests	1	32
Total	108	676

Training

Red Shift	303	641
Green Shift	239	603.5
Blue Shift	350	663
Administration	109	254
Part-Time/Reserve Firefighters		479.5
Total Training Hours	1001	2,640

Fire Prevention/Public Education

Company Inspections/Pre-Planning Visits	16
Station Tours/Visits	2
Public Education Deliveries/Classes	3

Average Monthly Response Time:

5:32 minutes

90% Percentile Response

Fire: 7:36 minutes

EMS: 7:16 minutes

Other Items of Interest:

The JCFD hosted the TFACA Incident Safety Officer 32-hour class at Station 1 during June 6-10. 13 career fire personnel attended and 10 were successful in passing their State Fire Commission certification exam for Incident Safety Officer.

Firefighters Devin Martinez, Eli Blazer and Zach Gilliam attended the 32-hour TFACA Rapid Intervention Team Operations course in June. This is one of the toughest classes offered by TFACA and deals with rescuing firefighters who become trapped or disoriented in a fire.

JCFD assisted Boy Scout Troop 76 with a Flag Retirement Ceremony on June 14th.

JCFD instructed the Walters State Paramedic Class on Hazardous Materials Response, Treatment and Decontamination on June 14th.

The Department hosted the first session of Kid's Fire Camp on June 15-17th. 46 campers learned about fire operations, medical treatment, CPR and fire prevention during the camp.

Lt. Lee Rayburn attended the All-Hazards Logistic Section Chief class at TFACA.

RAD KIDS (a group of 16 home school children) toured the fire station and attended a class while at the station on fire and injury prevention.

JCFD Blue Shift presented a fire prevention session with the Kid's Fire Safety Trailer at the last day of Summer School at Jefferson Elementary School. JCFD Engine 51 and 52 were also present to provide a little wet and wild excitement.

Parks and Recreation Monthly Report
For June/July 2022

Weekly Attendance

Sat. May 28 th - Fri. June 3 rd	838
Sat. June 4 th – Fri. June 10 th	1047
Sat. June 11 th – Fri. June 17 th	1022
Sat. June 18 th – Fri. June 24 th	1072
Sat. June 25 th – Fri. July 1 st	1028
Sat. July 2 nd – Fri. July 8 th	830
Sat. July 9 th – Fri. July 15 th	1087
Sat. July 16 th – Fri. July 22 nd	911

Monthly staff meeting with maintenance and front desk staff.

Planning continues for The Festival @ Mossy Creek in October.

Pickle Ball play continues.

Outdoor pool season will end the first week of August, but pool rental for parties and groups will continue through August 21st.

Tee Ball season was a great success with finals played last week.

Water Aerobics participation continues to grow.



Jefferson City Police Department

Monthly Council Report

2022 June



Training

Officer	Training	Hours

Community Relations/Outreach

Officer	Event/Project	Hours
Shift	Walmart Public Safety meet and greet	4
Cpl. Bryant	FD Kids Fire Camp	6

Municipal Court (June)

Citations Heard	55	Docket Count	84	Fines/Costs Imposed	6687.00
Fines/Costs Collected (month)	10457.25	Fines/Costs Referred	3358.50	Referred to State/FTA	45
Guilty	13	Not Guilty	3	Dismissed	10
Referred to Driving School	3				

Patrol Activity (June)

Calls for Service	Vehicle Crash	Arrests-M	Arrests- F	Reports	Citations
943	25	50	4	79	282
Burglary	Theft	Drug Viol	Car Stops	DUI	Foot Patrol
0	10	17	287	6	645
Miles Patrolled	Property Checks	Robbery			
17108	5619	1			

Employee Recognition

Capt. Darrell Turley retired after 42 years of service
Lt. Eric Thomas promoted to Captain (Deputy Chief of Police)
Detective Sgt. Richard Mitchem promoted to Lieutenant (CID Commander)



Jefferson City Police Department

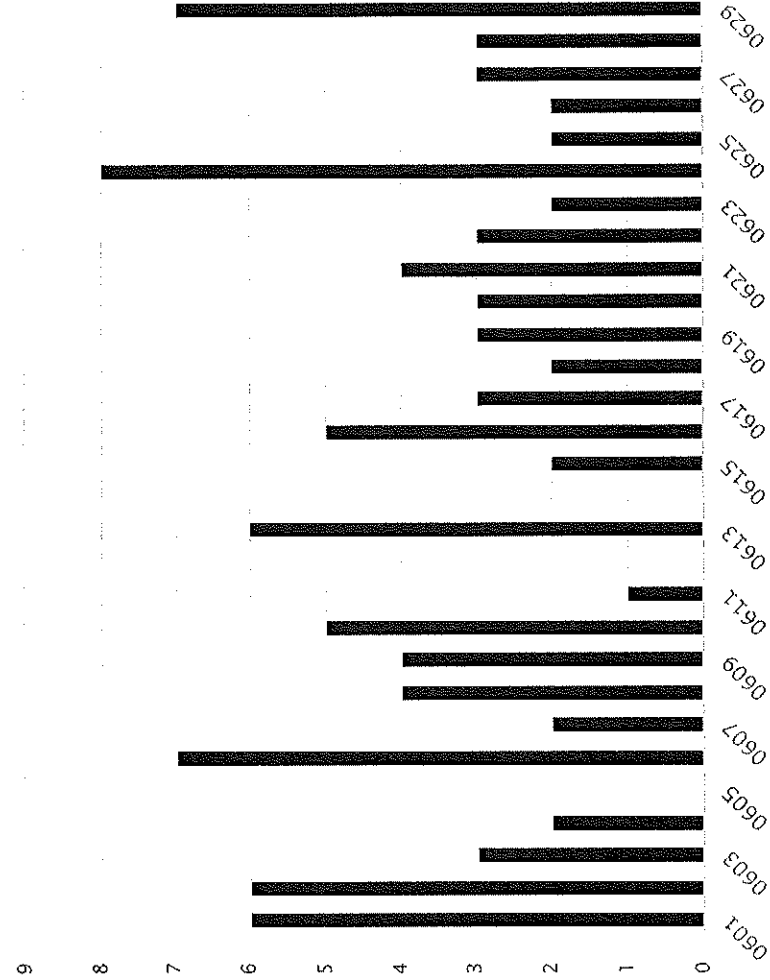
Activity Report

Jun 1, 2022 - Jun 30, 2022

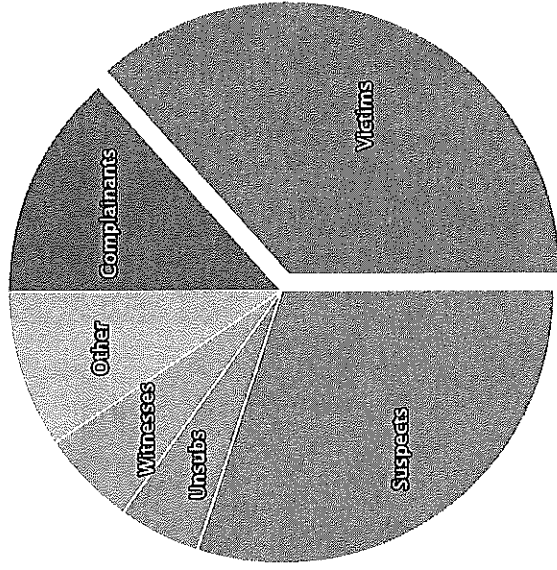
Incident Activity

Incident Activity

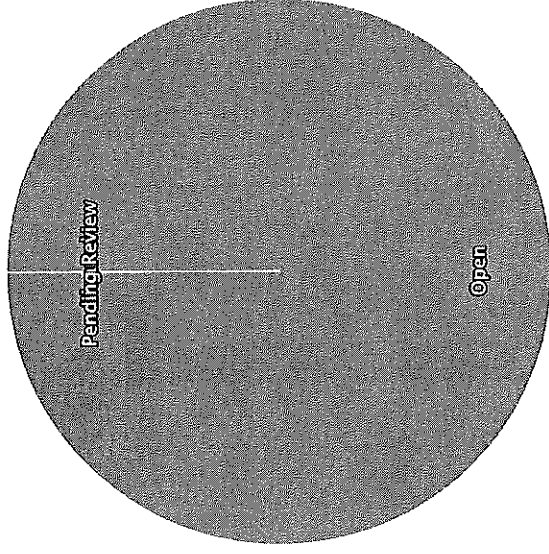
Total Incidents	100
Incidents Cleared	0
Incidents Open	3
Pending Approval	0
Total Parties	246
Total Arrests	38
Total Juveniles	15
Complainants	33
Victims	90
Suspects	74
Unsubs	12
Witnesses	14
Other Parties	23



Party Types



Incident Disposition



Incident Offenses

Alphabetical:	Most Active:
All Other Offenses	All Other Offenses
Assault Offenses - Intimidation	Assault Offenses - Simple Assault
Assault Offenses - Simple Assault	Drug Narcotic Offenses - Drug/Narcotic Violations
Bad Checks	Drug Narcotic Offenses - Drug Equipment Violations
Counterfeiting/Forgery	Larceny/Theft Offenses - All Other Larceny
Destruction/Damage/Vandalism of Property	Driving Under the Influence
Disorderly Conduct	Disorderly Conduct
Driving Under the Influence	Destruction/Damage/Vandalism of Property
Drug Narcotic Offenses - Drug Equipment Violations	Assault Offenses - Intimidation
Drug Narcotic Offenses - Drug/Narcotic Violations	Counterfeiting/Forgery
Drunkenness	Larceny/Theft Offenses - Shoplifting
Fraud Offenses - Credit Card/Automatic Teller Machine Fraud	Fraud Offenses - False Pretenses/Swindle/Confidence
Fraud Offenses - False Pretenses/Swindle/Confidence	Game/Filimflam/Scam
Game/Filimflam/Scam	Incident
Fraud Offenses - Impersonation	Identity Theft
Identity Theft	Fraud Offenses - Impersonation
Incident	Bad Checks
Larceny/Theft Offenses - All Other Larceny	Fraud Offenses - Credit Card/Automatic Teller Machine Fraud
Larceny/Theft Offenses - Shoplifting	Larceny/Theft Offenses - Theft From Building
Larceny/Theft Offenses - Theft From Building	Larceny/Theft Offenses - Theft of Motor Vehicle Parts or Accessories
Larceny/Theft Offenses - Theft of Motor Vehicle Parts or Accessories	Robbery
Robbery	Sex Offenses, Forcible - Forcible Fondling

7/25/22, 11:07 AM

CivicEye

Sex Offenses, Forcible - Forcible Fondling

1

Weapon Law Violations

1

Weapon Law Violations

1

Drunkenness

1

Major Projects Status

- ❖ Waste Water Plant Improvement Project – New process is online and Phase II of project has begun.
- ❖ Industrial Park Sewer project – Sewer Line in Industrial Park is under construction.
- ❖ Salt Building project – Project is complete.
- ❖ Black Oak Fire Protection Project – Construction by City crews is scheduled for Summer of 2022.
- ❖ Green Meadows Subdivision – Sanitary sewer line installation has been completed for Phase I, Phase II, and Phase III of the project. Street construction is approximately 90% complete for Phase I of the project. Phase IV and V are under construction.
- ❖ FEMA/TEMA Disaster Flooding Relief –All projects complete. Final disbursement has been received.
- ❖ COVID-19 Update: Presently all employees are COVID free. Employees are following CDC and Health Department guidelines. Extra precautions and disinfecting are taking place daily. Visitors are screened upon arrival.

Task –June 2022

Water & Sewer

Water Taps: 4
Sewer Taps: 6
Water Treated: 125.18 million gallons
Water leaks: 30
Wastewater Treated: 29.30 million gallons
Wastewater effluent violation: 0
Overflow: 0

Streets & Sanitation

Brush Hauled – 53 loads
Junk Hauled – 40 loads
Recycle Hauled – 41.79 ton



Jefferson City Police Department

"Integrity, Service & Dedication"

Memorandum

To: John B. Johnson, City Manager

From: Andy Dossett, Chief of Police

Date: July 29, 2022

RE: **FY 22-23 Police Vehicles and Equipment**

On July 19, 2022, the council approved the purchase of 4 police vehicles totaling \$147,741. The motorcycle was not included in this because we hadn't received the updated pricing and a state-wide contract wasn't available. The approved allotment for vehicles and equipment this FY is \$166,000, which means after this purchase a balance of only \$18,259 remains for the motorcycle and SUV emergency equipment and installation costs.

Unfortunately, due to my oversight in the emergency equipment funding request and Ford's increase of approximately \$5,000 per Explorer, we lack sufficient funding for the purchase the motorcycle and most of the emergency equipment and installation fees for the SUV's.

Original appropriation: \$166,000

Cost of 4 SUV's: \$147,741

Balance: \$18,259

Motorcycle (turnkey): \$33,100

Emergency equip. & Install: \$56,000 (approximate)

Total: \$89,100

Total: \$89,100

minus balance

Balance: \$18,259

Needed to Complete Project as Originally Planned: \$70,841

MEMO

To: City Council
From: John B. Johnson, City Manager
Date: August 2022
Re: Monthly Report

1. Met with a possible business prospect for Jefferson City.
2. Met with Frank McDaniel of Brown, Jake & McDaniel.
3. Met with Don Miller, Chairman of the IDB and Jamie Carden, PE of McGill Engineers concerning Jefferson City Industrial Complex.
4. Attended Jefferson Healthcare Foundation meeting.
5. Met with Nate Bowe of McGill Associates to discuss the Wastewater Treatment Plant Project.
6. Attended LAMTPO TAC meeting.
7. Attended a meeting at JMH.
8. Met with Representative of Humana Insurance,
9. Attended meeting at TDOT concerning Chucky Pike Intersection improvement.
10. Attended Jefferson County EMS Board meeting.

JEFFERSON CITY, TENNESSEE

Ordinance 2022-11

AN ORDINANCE DE-ANNEXING ONE PARCEL OF REAL PROPERTY
OUT OF THE CITY OF JEFFERSON CITY

WHEREAS, the Jefferson Regional Planning Commission has recommended the De-annexation of one parcel of real property, Map 15 Parcel 42.00, (See attached plat) ; and

WHEREAS, the City Council of Jefferson City has determined that the health, safety, and welfare of the people of Jefferson City require that the above referenced property be de-annexed.

NOW, THEREFORE, BE IT ORDAINED by the City Council of Jefferson City, Tennessee that:

- Section 1. The above described property is hereby de-annexed out of the City of Jefferson City.
- Section 2. The above described property is hereby zoned by Jefferson County (see attached plat) upon de-annexation.
- Section 3. This ordinance shall become effective 30 days from its final passage, the public welfare requiring it.

Passed this:

First Reading: _____ day of _____, 2022
Second Reading: _____ day of _____, 2022

Mitch Cain
Mayor

Attest: _____
Monica Myers
City Recorder



CITY OF JEFFERSON CITY

MITCH CAIN, MAYOR

JOHN B. JOHNSON, CITY MANAGER

June 28th, 2022

To: Mr. John Johnson
City Manager
Members of the Jefferson City Council

From: Jeff Houston
Building Inspector
Jefferson City Regional Planning Commission

Subject: Hugh J Moser De-Annexation Request

Mr. Johnson:

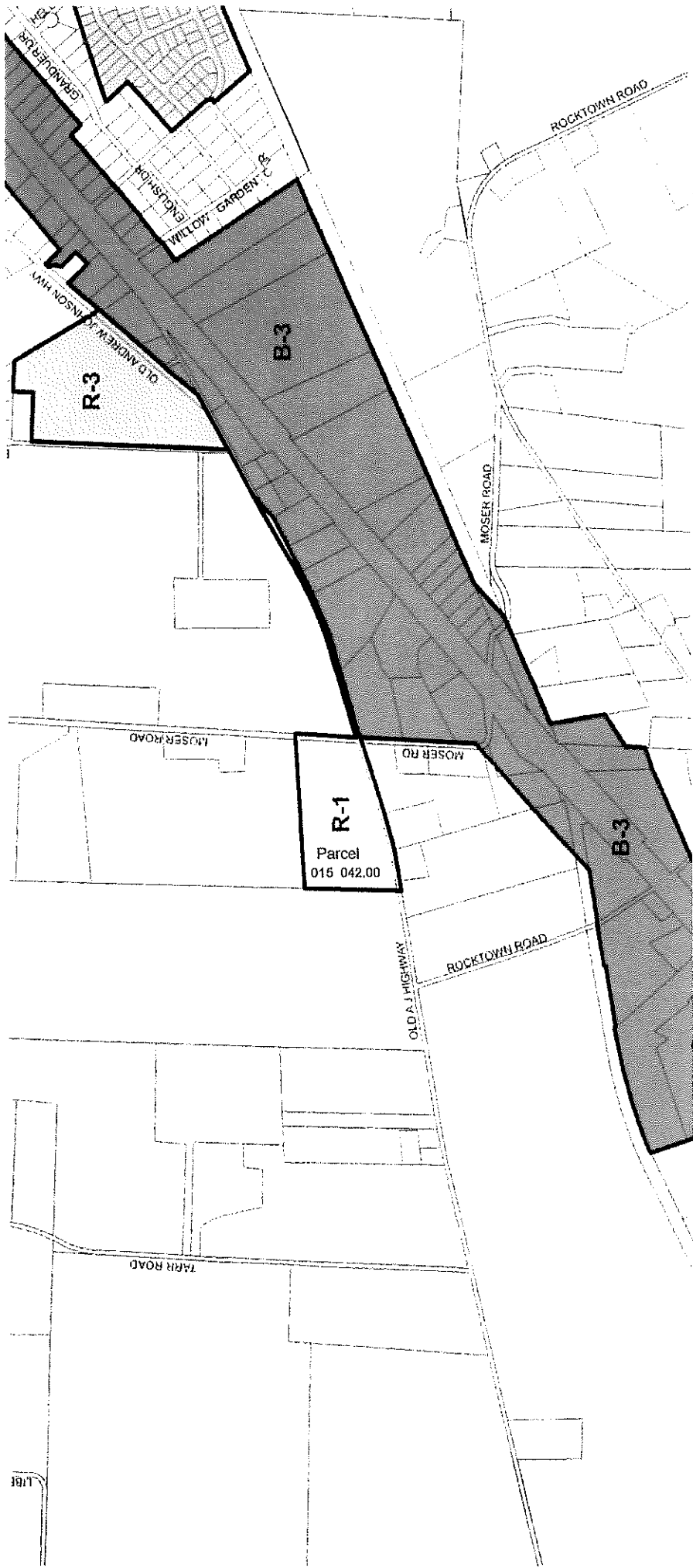
At the June 27th, 2022, meeting of the Jefferson City Regional Planning Commission, a request was submitted by Hugh J. Moser to de-annex a parcel of land consisting of approximately 12.33 acres and zoned R-1. The parcel is located on Old A.J. Highway and Moser Rd, Parcel # 015 042.

The request was recommended by the Planning Commission and is ready to be presented to City Council for consideration.

Attachments

1. De-Annexation Request Letter
2. Map of Property
3. Current Zoning

cc
Holly Cox
Monica Myers



R-1

Parcel
016 042.00

B-3

R-3

B-3

ROCKTOWN ROAD

MOSEK ROAD

MOSEK ROAD

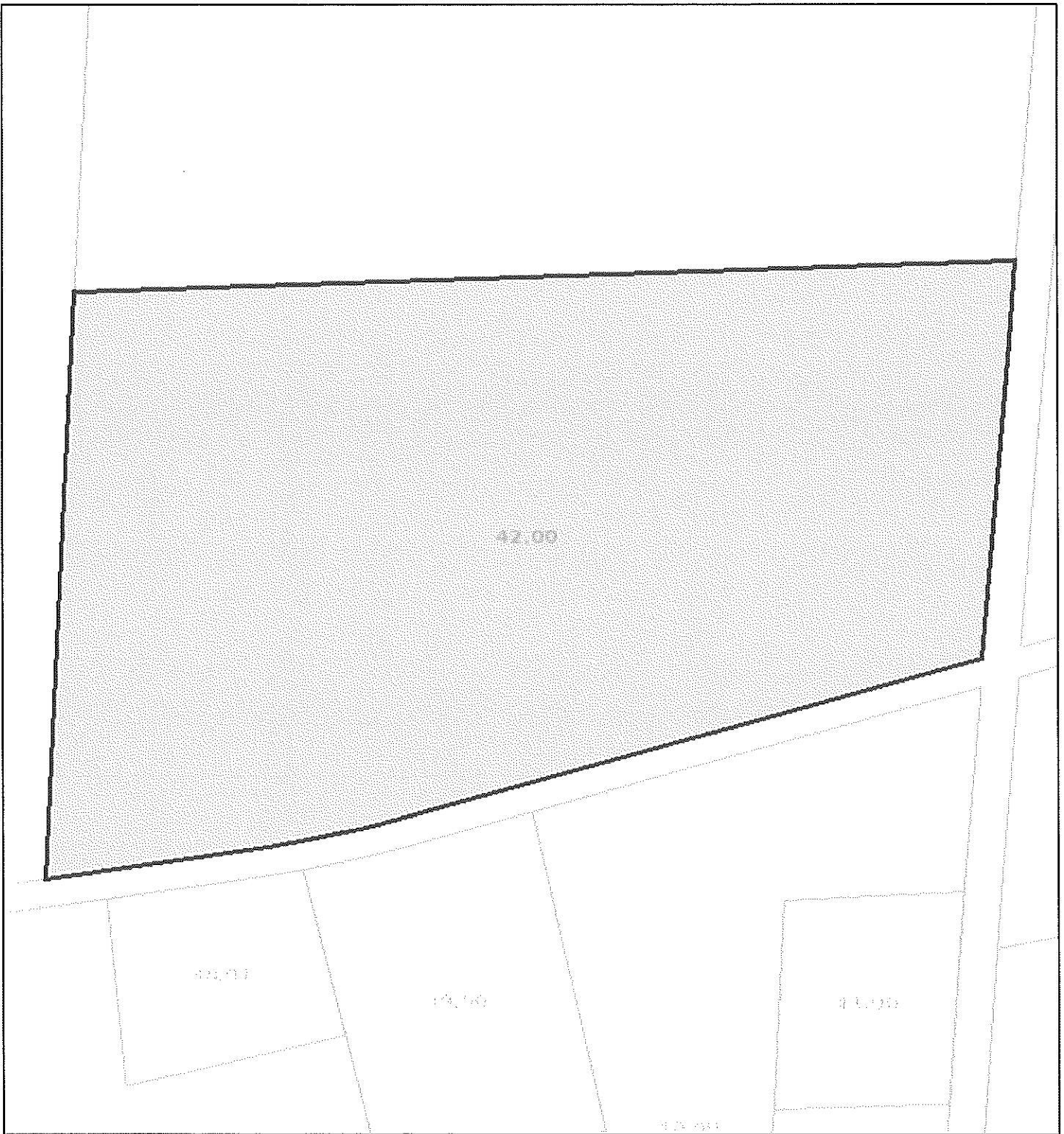
OLD A. J. HIGHWAY

ROCKTOWN ROAD

TARR ROAD

LIB

Jefferson County - Parcel: 015 042.00



Date: July 11, 2022
County: Jefferson
Owner: MOSER HUGH J III TTE
Address: OLD A J HWY E
Parcel Number: 015 042.00
Deeded Acreage: 12.33
Calculated Acreage: 0
Date of Imagery: 2019

State of Tennessee, Comptroller of the Treasury, Department of Property Assessment (DPA) – Geographic Services

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

J. Moser

Hugh Jarnagin Moser, III

June 22, 2022

Mr. John Johnson
City Manager, City of Jefferson City
112 City Center Drive
Jefferson City, Tennessee 37760

Dear Mr. Johnson,

With reference to properties I own located on Old Andrew Johnson Highway (Map: 015 - Parcel: 42 - Deed Acres: 12.33), I am requesting that this tract be de-annexed from the City of Jefferson City.

All properties I own surrounding this tract of land are in a Conservation Easement and can never be developed.

You may reach me at j.moser@tennesseevalleyresources.com if you have questions about this request.

Regards,

Hugh J. Moser, III

JEFFERSON CITY, TENNESSEE

Resolution 2022-25

**A RESOLUTION AUTHORIZING REPLACEMENT OF POLICE DEPARTMENT
KEYSCAN ACCESS CONTROL SYSTEM**

WHEREAS, the Police Department's current keyscan system computer is inoperable; and

WHEREAS, the Police Department has obtained a bid from Murrell Burglar Alarms for replacement of the system for \$18,181.60; and

WHEREAS, Murrell is the original installer and on recommendation of the City Manager, it is appropriate to waive the bid process; and

WHEREAS, replacement of the keyscan system is necessary for the security of the police department building.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Jefferson City as follows:

1. The Council authorizes the purchase of a new keyscan access control system from Murrell Burglar Alarms for a sum not to exceed \$18,181.60, and to waive further bid process.
2. That the necessary budget amendment shall be made as appropriate.

ADOPTED this the 1ST day of August, 2022.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Monica Myers, City Recorder

JEFFERSON CITY, TENNESSEE

Resolution 2022-26

**A RESOLUTION AUTHORIZING A CORRIDOR STUDY OF US-11E/SR 34
(BROADWAY BOULEVARD)**

WHEREAS, TDOT proposes a traffic study of Highway 11E as part of its long range planning; and

WHEREAS, the study will evaluate traffic counts, crash data, signage and marking, signals, etc.; and

WHEREAS, TDOT will pay 90% of the study and the City will pay 10%; and

WHEREAS, the study will benefit the City in providing safe and efficient traffic flow.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Jefferson City as follows:

1. The Council authorizes the Highway 11E Corridor study by CDM Smith at a cost not to exceed \$16,500.00 to the City.
2. The Mayor or his designee is authorized to enter into a contract for the study.
2. That the necessary budget amendment shall be made as appropriate.

ADOPTED this the 1st day of August, 2022.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Monica Myers, City Recorder



1100 Marion Street, Suite 300
Knoxville, Tennessee 37921
tel: 865-963-4300

July 21, 2022

Jefferson City Official and Representatives
Via Email

Subject: US-11E / SR-34 (Broadway Boulevard) Corridor Study Scope
(Jefferson City, Jefferson County) – TDOT Long Range Planning

Dear Jefferson City:

The scope for the subject project was prepared in keeping with the information we have received via grant application review and most recently our scoping call on Friday, June 24th, 2022. Please find in this letter our Scope of Work for review:

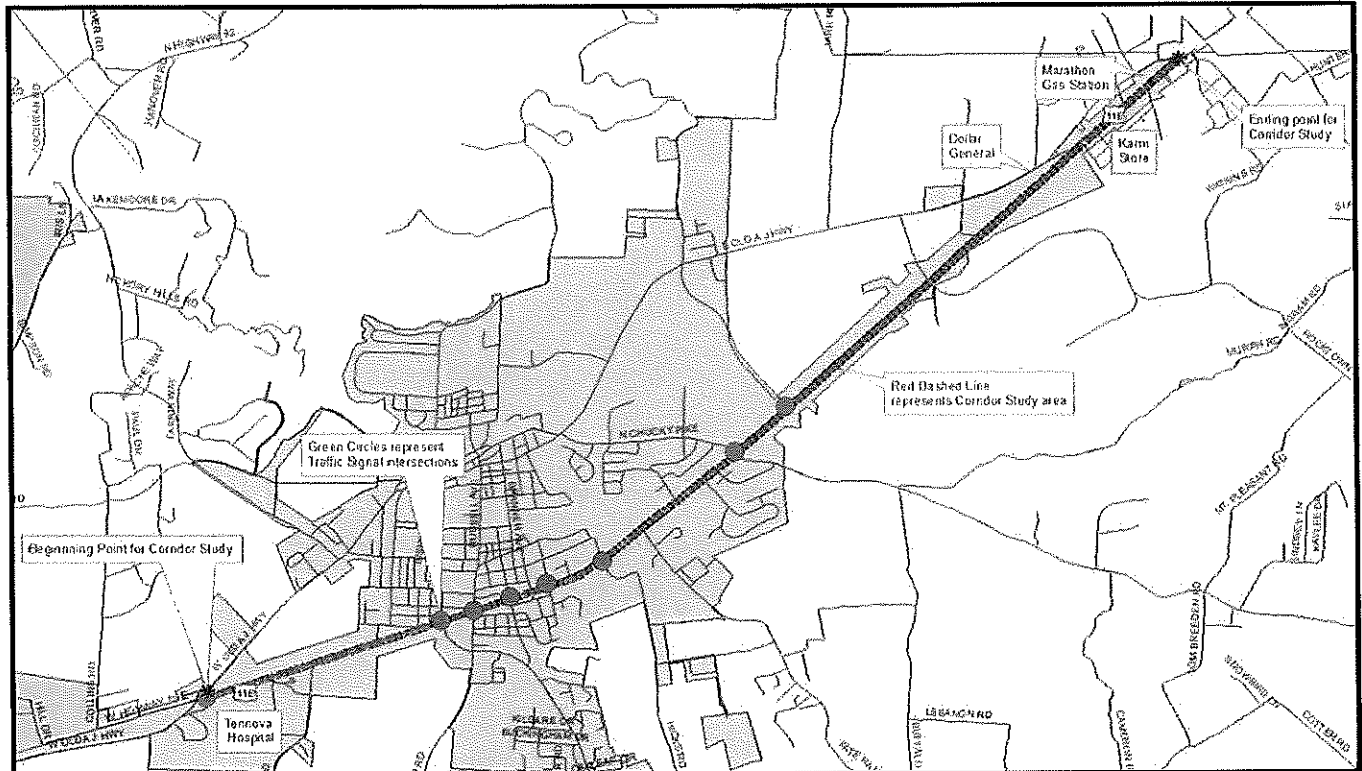
Scope of Work for Scope of Work for US 11E/SR34/Broadway Boulevard and SR 92

Study Area: US 11E/SR34/Broadway Boulevard from SR92/W. Old A.J. Hwy. to E. Old A.J. Hwy. and from SR92/W. Old A.J. Hwy to SR 92/George Ave.

Signalized Intersections along US 11E/SR 34/Broadway Boulevard (See illustration below):

1. SR92/W. Old A.J. Highway
2. Maple Avenue
3. Russell Avenue
4. George Avenue
5. Odell Avenue
6. Hicks Road
7. N. Chucky Pike
8. Odyssey Road
9. SR92/Russell Avenue
10. SR92/George Avenue





Task 1. Engage Stakeholders and the Public

- Arrange and lead a kickoff meeting with key local stakeholders and TDOT staff to discuss the project scope, the objectives of the study, the project schedule, and points of contact.
- Lead a virtual monthly technical steering committee meeting.
- Develop and analysis information from a web-based survey and/or interactive site.
- Lead a public meeting in approximately month 4 to obtain public input
- Lead a public meeting in approximately month 7 to present preliminary findings and obtain public input
- Lead two interim in person meetings to stakeholders
- Present the study findings to the governing body for approval.

Task 2: Data Review and Data Collection

- Review existing and historical data for the 11E/Broadway corridor including traffic counts (from Jefferson County and TN Times), crash history, and roadway features from eTrims.
- Review the 2012 corridor study.
- Collect and analyze study area crash data for the most recent 5-years.
- Conduct a signing and markings inventory of the corridor with a focus on identifying items that are in poor condition or do not meet MUTCD standards.

- Measure the sight distance at intersections that appear to be substandard based on our visual inspection.
- After schools are back in session, conduct intersection turning movement counts from 7:00 to 9:00 AM, 11:00 AM to 1:00 PM, and 2:00 to 6:00 PM at the 8 signalized intersections and conduct 24-hour segment counts at 4 locations. Traffic count data will be collected by Marr Traffic.
- Inventory cabinet and controller equipment including installation dates, vehicle detection if any, and master controller locations.
- Obtain and review existing traffic signal timing and phasing.

Task 3: Signal Operations Review

- Review the Lakeway Regional ITS architecture to determine the proposed project compliance.
- Review current signal systems' operations including current central software, signal equipment specified, and communications.
- Evaluate current signal equipment will be evaluated for compliance with current ADA regulations and standards.
- Obtain and review available maintenance records to evaluate histories of problems and potential remediation.
- Determine if the proposed project is either a Low Risk or High Risk ITS project from the Tennessee Department of Transportation ITS Development Guidelines.

Task 4: Operational Analysis

- Discuss with the City their observations of severe backups and any plans for upgrading the corridor's signal system.
- Compare the counts made by CDM Smith with TDOT and locally gathered count data and adjust, if necessary, to reflect a typically design hour.
- Estimate 2027 and 2047 traffic volumes at the study area intersections.
- Conduct traffic safety and mobility analysis to assess and quantify existing conditions. This will include:
 - Intersection LOS analysis for existing, 2027, and 2047.
 - Crash analysis and segment capacity analysis
 - Analysis regarding the appropriateness of existing signing and markings
- Evaluate the feasibility of either a multi-use path or bike lanes from SR 92 to the Tennova Hospital
- Analyze operational data to identify locations where the City has observed recurring backups in traffic.
- Assess the need for new pedestrian equipment where it does not exist, and pedestrian equipment upgrades where it does exist.



Local Government Officials and Stakeholders

July 21, 2022

Page 4

- Using Synchro, conduct AM, off peak, and PM peak hour weekday capacity and level of service analysis with existing timing and phasing.
- Document the current traffic operation conditions of the study signals in the corridor and identify any poor operation parameters including but not limited to traffic queues, possible vehicle conflicts in the signal operation, timing deficiencies, and public adherence or respect to the signal control.
- Review current traffic signal timing. Determine if signal clearance intervals adhere to current minimum standards and industry recommended practices.

Task 5: Signal Communications Plan

The CDM Smith team will develop a concept level signal communications plan for the corridor. CDM Smith assumes at this time that the project will involve basic signal coordination and equipment upgrades for the signalized intersections in the corridor. We anticipate this will result in a Low Risk SSEAF. Should the City's coordination goal for the corridor require advanced technology that results in a "High Risk" designation, CDM Smith will negotiate with the City and coordinate with TDOT to provide a solution that best fits within the allotted budgetary constraints

Task 6: Prepare Report and Present to the City

- Prepare a written draft and final report of findings and conclusions
- Prepare a technical appendix.
- Submit 5 hard copies of the report
- Submit report electronically (pdf)

CDM Smith recommends for the above scope of work an upper limit of \$164,739 This amount would be invoiced per the guidance provided by TDOT and the contract expiration will be 12 months. Project rates are attached for reference.

Sincerely,
CDM Smith Inc.

Jeff Mize, PE
Client Service Leader

Chris Kirby, PE
Project Manager





Local Government Officials and Stakeholders

July 21, 2022

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Project Rates

Service Description	Resource Name	Estimate of Labor-Hours	Maximum Per Diem / Per Hour 3/16/2022 - 3/15/2023
Project Manager	Kirby, Chris	94	\$ 196
Project Director	Loveday, Hollis	40	\$ 225
Sr. Engineer	Mize, Jeff	2	\$ 225
Sr. Engineer	Cookston, Brandie C	5	\$ 232
Sr. Engineer	Gould, John F	128	\$ 190
Sr. Engineer	Cole, Kevin A	76	\$ 190
Sr. Planner	Guttenplan, Martin E	16	\$ 175
Sr. Planner	Livingston, Amy L	32	\$ 170
Sr. Planner	Joffrion, Liza	8	\$ 210
Sr. Planner	Butler, Melody N	289	\$ 160
Engineer	Boyd, Allyson F	40	\$ 135
Engineer	Denny, Brandon	30	\$ 155
Planner	Wornom, Victoria E	100	\$ 100
Planner	Bronenkant, Jon L	40	\$ 95
Graphics	Blocker, Amoi I	35	\$ 85
Clerical	Edwards, Sandra Kay	10	\$ 79
Data Collector	Marr Traffic Planner	42	\$ 104
Data Collector	Marr Traffic Tech	163	\$ 54

Revised 7-21-2022



JEFFERSON CITY, TENNESSEE

Resolution 2022-27

**A RESOLUTION HONORING DARRELL TURLEY FOR 42 YEARS OF SERVICE TO
THE CITY OF JEFFERSON CITY**

WHEREAS, Darrell Turley ably and honorably served in the Jefferson City Police Department from May 1, 1980, until his retirement on June 30, 2022; and

WHEREAS, he began as a dispatcher, then became a patrolman, corporal, sergeant, detective sergeant, and finally deputy chief of department operations; and

WHEREAS, Captain Turley trained numerous officers during his career; and

WHEREAS, Captain Turley is the longest serving officer in the Jefferson City Police Department; and

WHEREAS, this City Council wishes to recognize and honor Darrell Turley for his service, professionalism, and dedication to the police department and the City.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Jefferson City that Captain Darrell Turley be honored for his good and faithful service to the City of Jefferson City and its citizens;

BE IT FURTHER RESOLVED that a copy of this resolution be signed, framed, and presented to Captain Turley and that a copy of this resolution be spread upon the minutes of this Council so that all who view it may read and understand the appreciation this Council has for his exemplary public service.

ADOPTED this the 1st day of August, 2022.

APPROVED:

Mitch Cain, Mayor

Attest: _____
Monica Myers, City Recorder