CITY OF GALLATIN
COUNCIL COMMITTEE MEETING

October 23, 2012 **6:00 pm** **Dr. J. Deotha Malone Council Chambers**

- Call to Order: Councilman Garrott Presiding
- Roll Call: Alexander – Camp – Hayes – Garrott – Kemp – Vice Mayor Mayberry – Overton Mayor Graves
- Approval of Minutes: October 9, 2012
- Public Recognition
- Mayor's Comments

AGENDA

1. Discussion of 2012/2013 Annual Budget ordinance **(Councilman Garrott)**
2. Discussion of Town Creek Greenway and establishment of Guidelines for Council Review of Greenway Project **(Councilman Garrott)**
3. Update on Sign Ordinance **(Katherine Schoch)**
4. Tennessee State Route 109 Corridor Management Agreement **(Mayor Graves)**

- Other Business
- Department Head Reports
- Adjourn

City of Gallatin

Council Committee Meeting

Tuesday, October 9, 2012
Dr. J. Deotha Malone Council Chambers
Gallatin City Hall

PRESENT:

Mayor Jo Ann Graves
Councilman John D. Alexander
Councilman Steve Camp
Councilwoman Anne Kemp
Councilman Tommy Garrott
Councilman Craig Hayes

ABSENT:

Vice Mayor Ed Mayberry
Councilman Jimmy Overton

OTHERS PRESENT:

Rosemary Bates, Special Projects Director
Joe Thompson, City Attorney
Dave Crawford, Personnel
Ronnie Stiles, Public Works
Billy Crook, Fire Chief
David Gregory, Public Utilities Director
Tony Allers, Codes/Planning Director
Rachel Nichols, Finance Director
Dwayne Rogers, Engineering
Don Bandy, Police Chief
David Brown, Leisure Services
Connie Kittrell, City Recorder
Ann Whiteside, Mayor's Office
News Examiner, Reporter

Councilman Tommy Garrott called the meeting to order.

Approval of Minutes

Councilman Garrott presented the minutes of the September 25, 2012 Council Committee Meeting for approval.

Councilwoman Kemp made motion to approve; Councilman Camp seconded. Motion carried with 4 ayes and 0 nays.

Public Recognition

Councilman Garrott opened public recognition.

With no one wishing to speak, public recognition was closed.

Councilman John D. Alexander entered the meeting at this time.

Mayor's Comments

- Bike Ride for Sumner County Food Bank is this Saturday, October 13th
- American Legion "All You Can Eat Breakfast" is this Saturday, October 13th
- Mayor thanked everyone for making Main Street Festival a great success

Agenda

1. **Ordinance #O1210-57 Awarding bid and authorizing funding for Gallatin Public Utilities Parking Lot Resurfacing**

Public Utilities Director David Gregory stated this ordinance is awarding the bid and authorizing funds in the amount of $51,950 from natural gas reserves for resurfacing the Gallatin Public Utilities parking lot.

Councilman Alexander made motion to approve; Councilwoman Kemp seconded. Motion carried with 5 ayes and 0 nays.

2. **Blakemore Street**

Mayor Graves stated she sent the Gallatin Housing Authority a letter putting them on notice that the cars on the street will need to be moved by the first of the year.

Mayor also stated that she, Kurt Tschaepe, Jeff Bond, and Councilman John D. Alexander had a meeting with Judith Smith, THDA local programs director, regarding possible funding for the Gallatin Housing Authority.

Mayor stated Ms. Smith explained the process and told the Housing Authority she would assist them. She also told them she could not guarantee they would receive the funding but she felt they had a very good chance of receiving funding.

Discussion continued on the Housing Authority committing to smaller renovation projects and resistance from the Housing Authority to apply for the funding.

3. **2012/2013 Annual Budget Ordinance**

Councilman Garrott passed out two (2) hand-outs to Council members.

Councilman Garrott stated the differences in the budget hand-out are:

- Long Hollow Golf Carts bid
- One and ½ Police Officers
- Remove the bond
- Include Funds for New Refuse Truck
- Remove Greenway – to be addressed separately

Councilman Garrott explained his second hand-out (budget ordinance) concerning the rainy day fund, other areas of the budget, the extra money back into the budget, and major projects.

Finance Director Rachel Nichols stated the two road projects are taking $2.3 million out of the cash flow and with any mid-year requests; the projected fund balance will not be enough to get us through the year.

Ms. Nichols continued to discuss the projected projects, when the state would request their funding and a timeline for completion.

Council discussed doing a bond or a bond anticipation note, and the Albert Gallatin/Hatten Track and GreenLea road projects.

Councilman Garrott requested the budget be on the next Committee Meeting agenda in two weeks.

4. **Ordinance approving agreement with TDK Construction Company, Inc. permitting a $40,000 contribution to City of Gallatin in lieu of installing sidewalks along Foxland and Mahogany Boulevard**

Dwayne Rogers, Engineering, stated the Engineering Division is seeking approval allowing the Mayor to execute the attached contract with TDK Construction Company, Inc. stating that they will give a $40,000 contribution to the City of Gallatin for construction of the sidewalks at Foxland Crossing's Apartments located on Foxland and Mahogany Boulevard.

Mr. Rogers explained the original phase of the project, future expansion and the approximate cost of $40,000 to release them from the obligation of future construction. Mr. Rogers added that there would be a site bond for the platted 500 feet that they will build to access the development.

There was discussion on this topic.

Councilman Hayes made motion to approve; Councilwoman Kemp seconded. Motion carried with 5 ayes and 0 nays.

5. **Davis Drive Traffic Calming – Speed Bumps**

Dwayne Rogers of the Engineering Division gave a history of the traffic calming efforts on Davis Drive.

Mr. Rogers offered three (3) alternatives to the speed bumps on Davis Drive:

- Remove existing speed bumps and install two (2) Stop Signs to create 3 Way Stop at Moss Circle and Haynie Place
- Remove existing speed bumps and install traffic circle and curb at Moss Circle and Haynie Place
- Remove existing speed bumps and install curb "neckdowns" reducing pavement width from 21′ to 18′ at Moss Circle and Haynie Place

Discussion continued on another option of removing existing speed bumps and let the residents decide if that will slow the traffic.

Council requested Engineering report back on the traffic study and the feed-back from residents.

6. **Appointments to the Industrial Development and the Health Educational and Housing Facilities Board**

Mayor Graves stated EDA Director James Fenton is requesting the appointments of Gwynn Smith and David Jose to the Industrial Development Board and the Health Educational and Housing Facilities Board.

Councilwoman Kemp made motion to approve; Councilman Hayes seconded. Motion carried with 5 ayes and 0 nays.

Other Business

Councilman Garrott asked council to look at his hand-outs on the budget, bonds and projects.

City Attorney Joe Thompson informed council that he needed to meet with them after this meeting.

Department Head Reports

Finance Director Rachel Nichols reported to council that the 2012 budget cannot be closed out until the city has a budget for 2013. She stated the program is one step, close old budget and open new budget.

Ms. Nichols stated the differences between Mr. Garrotts hand-outs compared to the ordinance presented as the Mayor's recommendation are:

- Refuse Truck, which the Mayor has commited to purchase in Spring if revenues allow
- One (1) police officer
- Greenway

Discussion continued on the budget.

Ms. Nichols stated she would be on vacation next week so if council has questions; please see her this week or week after next.

Adjourn

With no further business to discuss, Councilman Garrott adjourned the meeting.

CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA

OCTOBER 23, 2012

DEPARTMENT: **Councilman Garrott** **AGENDA #** 1

SUBJECT:
Discussion of 2012-2013 Annual Budget Ordinance

SUMMARY:
Councilman Garrott requested this item be added to the agenda for continued discussion

RECOMMENDATION:

ATTACHMENT:

- ☐ **Resolution**
- ☒ **Ordinance**
- ☐ **Correspondence**
- ☐ **Contract**
- ☐ **Bid Tabulation**
- ☐ **Other**

Approved ☐
Rejected ☐
Deferred ☐

Notes:

Given to Council @ mtg.
10-16-12

Changes from Budget Ordinance #O1205-39
Approved by Council on July 19, 2012

1. Includes funding to lease golf carts instead of purchase
2. Includes funding for 4 new police officers beginning 1/1/2013 instead of 7/1/2012
3. Removes funding for new bond issue
4. Includes funding for new refuse truck
5. Removes Greenway completely, will be addressed in separate ordinance

ORDINANCE NO. O121Ø-61

ORDINANCE OF THE CITY OF GALLATIN, TENNESSEE, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2012 THROUGH JUNE 30, 2013.

Whereas, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

Whereas, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

Whereas, the governing body has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the governing body will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows:

General Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Local Taxes	$17,988,371	$17,598,520	$18,439,620
Intergovernmental Revenue	7,691,789	6,889,837	7,828,120
Fines and Forfeitures	2,134,566	1,203,700	860,500
Miscellaneous Revenue	998,106	746,274	588,180
Total Revenue	$28,812,832	$26,438,331	$27,716,420
Fund Balance	$8,568,203	$9,535,208	5,717,583
Total Available Funds	$37,381,035	$35,973,539	$33,434,003

Special Revenue Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Miscellaneous Revenue	$ 22,787	$ 24,500	$ 25,100
Total Revenue	$ 22,787	$ 24,500	$ 25,100
Fund Balance	$ -	$ -	$ -
Total Available Funds	$ 22,787	$ 24,500	$ 25,100

Environmental Serv Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Miscellaneous Revenue	$ 1,586,558	$ 1,635,201	$ 1,838,647
Total Revenue	$ 1,586,558	$ 1,635,201	$ 1,838,647
Fund Balance	$ -	$ -	$ -
Total Available Funds	$ 1,586,558	$ 1,635,201	$ 1,838,647

Drug Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Court Fines and Costs	$ 157,824	$ 100,000	$ 100,000
Total Revenue	$ 157,824	$ 100,000	$ 100,000
Fund Balance	$ 58,400	$ 29,105	$ 29,105
Total Available Funds	$ 216,224	$ 129,105	$ 129,105

Water/Sewer Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Total Revenue	$ 12,037,577	$ 12,256,750	$ 12,738,250
Fund Balance	$ 8,823,746	$ 8,005,600	$ 6,803,690
Total Available Funds	$ 20,861,323	$ 20,262,350	$ 19,541,940

Gas Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Total Revenue	$ 17,406,306	$ 21,307,000	$ 16,280,000
Fund Balance	$ 9,436,446	$ 8,733,542	$ 9,019,624
Total Available Funds	$ 26,842,752	$ 30,040,542	$ 25,299,624

SECTION 2: That the governing body appropriates from these anticipated revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Government Administration	$ 7,405,248	$ 9,023,973	$ 8,784,597
Public Safety	$ 10,267,747	$ 11,080,814	$ 11,070,520
Public Works	$ 2,393,484	$ 2,324,442	$ 2,168,585
Parks and Recreation	$ 4,542,014	$ 4,311,894	$ 4,191,003
Economic Development	$ 286,463	$ 286,925	$ 325,387
Debt Service	$ 1,260,489	$ 1,268,495	$ 1,276,908
Operating Transfers	$ 1,690,382	$ 1,359,411	$ 1,881,647
Total Appropriations	$ 27,845,827	$ 29,655,954	$ 29,698,647

Special Revenue Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Public Safety	$ 18,873	$ 29,273	$ 25,100
Total Appropriations	$ 18,873	$ 29,273	$ 25,100

Environmental Serv Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Environmental Services	$ 1,483,595	$ 1,755,491	$ 1,838,647
Total Appropriations	$ 1,483,595	$ 1,755,491	$ 1,838,647

Drug Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Police	$ 96,649	$ 129,295	$ 100,000
Total Appropriations	$ 96,649	$ 129,295	$ 100,000

Water/Sewer Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Utilities	$ 18,753,901	$ 18,994,872	$ 13,940,160
Total Appropriations	$ 18,753,901	$ 18,994,872	$ 13,940,160

Gas Fund	FY 2011 Actual	FY 2012 Estimated	FY 2013 Proposed
Utilities	$ 15,918,492	$ 22,009,904	$ 15,993,918
Total Appropriations	$ 15,918,492	$ 22,009,904	$ 15,993,918

SECTION 3. At the end of the next fiscal year the governing body estimates balances/deficits as follows:

General Fund	$ 3,735,356
Special Revenue Fund	$ -
Environmental Serv Fund	$ -
Drug Fund	$ 29,105
Water/Sewer Fund	$ 5,601,780
Gas Fund	$ 9,305,706

SECTION 4. That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Redemption	Interest Requirements	Debt Authorized and Unissued	Condition of Sinking Fund
Bonds - General fund	$ 480,000	$ 325,052	$ -	within
Notes - General fund	$ 355,000	$ 116,106	$ -	General fund
Bonds - Water/Sewer fund	$ 1,240,000	$ 1,487,776	$ -	

SECTION 5. During the coming fiscal year the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Water/Sewer lines	$ 1,000,000.00	$ -
Gas lines	$ 1,000,000.00	$ -
Greelea Extension	$ 1,116,500.00	$ -
Albert Gallatin/Hattentrack Rd Extension	$ 1,190,000.00	$ -

SECTION 6. No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 7. Money may be transferred from one appropriation to another in the same fund only by appropriate ordinance by the governing body, subject to such limitations and procedures as it may describe as allowed by Section 6-56-209 of the Tennessee Code Annotated.

SECTION 8. A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.

SECTION 9. If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year excluding capital until the adoption of the new budget ordinance in accordance with the Section 6-56-210, Tennessee Code Annotated provided sufficient revenues are being collected to support the continuing appropriations. Approval of the Director of the Office of State and Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 10. All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 11. This ordinance shall take effect on July 1, 2012, the public welfare requiring it.

Passed First Reading: _____

Passed Second and Final Reading: _____

_____
Mayor Jo Ann Graves

_____
Approved as to Form: Joe Thompson, City Attorney

_____
Attest: Connie Kittrell, City Recorder

General	
City Administration	655,736
Finance	477,961
City Recorder	468,603
Insurances	532,500
City Attorney	333,321
Information Technology	510,903
Personnel Administration	183,701
Engineering	4,209,438
Planning Commission	21,768
Planning & Codes	961,510
Government Buildings	429,156
Police Department	5,925,543
A.C.E.S. Program	200,000
Fire Department	4,830,778
Animal Control	114,199
Public Works Administration	386,950
Street Maintenance	1,347,943
Vehicle Maintenance	433,692
Community Enhancement	122,000
Community Services	108,000
Leisure Services	554,308
Civic Center	1,072,361
Golf Course	953,568
Parks	1,380,766
Economic Development	325,387
Bond Expenses	1,276,908
Operating Transfers	1,881,647
SOR	5,100
Police Special	20,000
Environmental Serv Admin	36,000
Waste Collections	1,802,647
Drug Fund Investigations	100,000
Water/Sewer	
Water Treatment and Pumping	1,346,819
Transmission & Distribution	2,243,741
Customer Accounting	587,523
Administration & General	1,107,421
Depreciation	2,991,904
Bond Expense	2,323,057
Paying Agent	800
Sewer Collection/Lines	1,378,022
Sewer System Rehabilitation	361,158
Sewer Treatment & Disposal	1,334,592
Sewer Admin & General	181,873

Sewer Pre-treatment Program	83,250
Gas	
Depreciation	692,480
Purchased Gas	12,000,000
Transmission & Distribution	2,355,650
Customer Accounting	347,638
Administration & General	598,150

City of Gallatin, Tennessee
Summary of the City Budget
For the Fiscal Year Ending June 30, 2013

	Actual 2010-11	Estimated 2011-12	Estimated 2012-13
GENERAL FUND			
REVENUES			
Local Taxes	20,175,382	19,452,293	19,888,300
State of Tennessee	3,877,360	4,788,360	5,656,000
Federal Government	2,463,235	720,457	700,000
Other Sources	2,296,855	1,477,220	1,472,120
Total Revenues	28,812,832	26,438,330	27,716,420
EXPENDITURES			
Salaries	16,032,957	16,868,094	17,210,568
Other Costs	11,812,870	12,787,861	13,118,662
Total Expenditures	27,845,827	29,655,955	30,329,230
Beginning Balances - July 1	8,568,203	9,535,208	6,317,583
Ending Balances - June 30	9,535,208	6,317,583	3,704,773
Employment	369	373	376

DEBT SERVICE FUND within General Fund

STREET FUND within General Fund

CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA

OCTOBER 23, 2012

DEPARTMENT: **Councilman Garrott** **AGENDA #** 2

SUBJECT:
Discussion of Town Creek Greenway and establishment of Guidelines for Council Review of Greenway Project

SUMMARY:
Councilman Garrott requested this item be added to the agenda for continued discussion

RECOMMENDATION:

ATTACHMENT:

- ☐ **Resolution**
- ☒ **Ordinance**
- ☐ **Correspondence**
- ☐ **Contract**
- ☐ **Bid Tabulation**
- ☐ **Other**

Approved ☐
Rejected ☐
Deferred ☐

Notes:

ORDINANCE NO. O1210-58

ORDINANCE APPROPRIATING FUNDS FOR COMPLETION OF TOWN CREEK GREENWAY AND ESTABLISHING GUIDELINES FOR COUNCIL REVIEW OF GREENWAY PROJECT

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of up to $660,000 is hereby appropriated from the rainy day fund balance pursuant to Gallatin Municipal Code Sec. 8-17 for the purpose of completing the Town Creek Greenway pursuant to Contract No. 090289, as amended;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the city council committee shall review and approve the proposed path of the greenway from Wilmore Avenue to the Farmer's Market prior to a bid is let for construction of this portion of the greenway;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the city council committee shall be provided with reports of land acquisition from property owners after the property has been acquired by the City;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the city council committee shall be notified of the successful bidder with respect to this phase of the greenway prior to the issuance of a Notice to Proceed;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: October ___, 2012.

PASSED SECOND READING: October ___, 2012.

_____

MAYOR JO ANN GRAVES

ATTEST:

_____
CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

_____
JOE THOMPSON
CITY ATTORNEY

CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA

OCTOBER 23, 2012

DEPARTMENT: **Codes/Planning Department** **AGENDA #** 3

SUBJECT:
Update of Sign Ordinance

SUMMARY:

RECOMMENDATION:

ATTACHMENT:

☐ **Resolution**	☐ **Correspondence**	☐ **Bid Tabulation**
☐ **Ordinance**	☐ **Contract**	☐ **Other**

Approved ☐
Rejected ☐
Deferred ☐

Notes:

CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA

OCTOBER 23, 2012

DEPARTMENT: **Mayor** **AGENDA #** 4

SUBJECT:
Tennessee State Route 109 Corridor Management Agreement

SUMMARY:
Council has been asked to consider approval to the SR 109 Corridor Management Agreement that was presented on August 14, 2012

RECOMMENDATION:

ATTACHMENT:

- ☐ **Resolution**
- ☐ **Ordinance**
- ☐ **Correspondence**
- ☐ **Contract**
- ☐ **Bid Tabulation**
- ☒ **Other**

Approved ☐
Rejected ☐
Deferred ☐

Notes:

OCTOBER 15, 2012

Date

STATE OF TENNESSEE
Sumner County

Board of County Commissioners

RESOLUTION

No. 1210-01

TITLE

A RESOLUTION TO PARTICPATE IN THE STATE ROUTE 109 CORRIDOR MANAGEMENT AGREEMENT PROJECT

BE IT RESOLVED by the Sumner County Board of County Commissioners meeting in regular session on this the 15th day of October, 2012, that this body hereby agrees to participate in the State Route 109 Corridor Management Agreement Project as shown on the attached agreement.

CERTIFICATION OF ACTION

COUNTY CLERK

COUNTY EXECUTIVE

10/16/2012

DATE

Ayes 19 Nays 1 Abs 1

APPROVED: ☑ **REJECTED:** ☐

TENNESSEE STATE ROUTE 109
CORRIDOR MANAGEMENT AGREEMENT

MEMORANDUM OF UNDERSTANDING
CORRIDOR MANAGEMENT ALONG STATE ROUTE 109

I. Purpose

The purpose of this Agreement is to provide a framework for the signatory agencies, organizations and governments, within Sumner County, Wilson County, the City of Gallatin, the City of Lebanon, the City of Portland, the Nashville Area Metropolitan Planning Organization (MPO) and the State of Tennessee, to work collaboratively in the management of State Route 109 (SR 109) between Interstate 65 and Interstate 40 and promote safe and efficient operation, enhance and sustain economic development and support environmental conservation along the corridor.

II. Agreement

WHEREAS, Tennessee's *Long Range Transportation Plan* recognizes the value of interregional highway corridors in providing citizens and businesses throughout Tennessee with high quality access to educational, employment, health care and recreational opportunities and supports commerce and tourism; and

WHEREAS, the State of Tennessee Department of Transportation and the Nashville Area MPO have identified transportation improvements along the SR 109 corridor in their respective plans and work programs; and

WHEREAS, Sumner County, Wilson County, the City of Gallatin, the City of Lebanon, the City of Portland and the Nashville Area MPO have prepared plans and studies describing their vision for the SR 109 corridor, including:

- Nashville Area MPO Regional Transportation Plan 2035;
- Nashville Area MPO Transportation Improvement Program 2011-2015;
- Nashville Area MPO Tri-County Land Use and Transportation Study;
- Nashville Area MPO Northeast Corridor Mobility Study;
- 2035 Comprehensive Plan: Sumner County's Blueprint to the Future;
- Wilson County Gateway Land Use Master Plan;
- Gallatin on the Move 2020;
- Lebanon Future Land Use Plan Update 2006;
- Lebanon Major Thoroughfare Plan 2006;
- Portland Future Land Use Map; and

WHEREAS, SR 109 has been identified as a corridor that enhances the economic vitality of the state, providing essential access for the region of the state and Sumner and Wilson Counties to major economic markets and cultural centers; and

WHEREAS, the continued growth of the region is leading to increasing travel demand in the corridor, which, if unmanaged, can negatively affect the level of performance and safety experienced by users of the roadway; and

WHEREAS, community leaders, residents and transportation officials have identified this growing travel demand and development pressure as a concern with potential negative consequences for the safety and operation of the corridor, with potential to degrade the performance of the corridor, and the resulting implications for the economy and quality of life of the region; and

WHEREAS, elected officials, agency staff, and representatives of the State of Tennessee, Sumner County, Wilson County, the Cities of Gallatin, Lebanon and Portland, and the Nashville Area MPO have identified the following prioritized list of corridor management goals for the SR 109 corridor:

- Improve regional transportation for local residents, commuters and freight;
- Promote economic development;
- Preserve community character; and

WHEREAS, those same representatives identified four corridor management strategies and associated tools applicable to the corridor for purposes of achieving the identified corridor management goals, including:

- Land Use Planning;
- Roadway Design and Capacity;
- Access Management; and
- Traffic Management and Operations.

NOW, THEREFORE, the State of Tennessee, Sumner County, Wilson County, the cities of Gallatin, Lebanon and Portland and the Nashville Area MPO agree to cooperate in the pursuit, adoption and implementation of the strategies and actions detailed below:

1. **Land Use Planning**—describes the location and type of places and activities along a corridor. The organization of those land uses can influence a variety of factors, including traffic patterns, economic activity and community character. Tools to implement the land use strategy may include:

    - Land use plans;
    - Zoning, including design overlays;
    - Subdivision regulations; and
    - Urban services plans.

    Parties to this agreement recognize the importance of the Land Use Planning strategy and tools to achieving the corridor management goals established for the SR 109 corridor. The parties agree to:

    a. Consider accepting by resolution of their respective legislative bodies and planning commissions the findings and recommendations of the Tri-County Land Use and Transportation Study (2011) developed by the Nashville Area MPO.

2. **Roadway Design and Capacity**—design improvements enhance the safety and operation of the road, while capacity improvements allow more vehicles to travel on the road. Roadway design and capacity is also an important strategy to protect environmental resources in a corridor. Tools to implement the Roadway Design and Capacity Strategy may include:

    - Roadway alignment;
    - Travel lane and shoulder widths;
    - Medians;
    - Crosswalks;
    - Bicycle lanes;
    - On-street parking;
    - Sustainable stormwater controls;
    - On and off-ramp locations;
    - Number of travel lanes;
    - Intersection geometry and curb radii;
    - Channelized right-turns;
    - Roundabouts; and
    - Interchange improvements.

    Parties to this Agreement recognize the importance of the Roadway Design and Capacity strategy and tools to achieving the corridor management goals established for the SR 109 corridor. The parties agree to:

    a. Develop ultimate, long-range corridor roadway design concepts and cross sections with the State Department of Transportation as the lead agency; and

    b. Develop a corridor alignment and capacity plan that defines and preserves required future right-of-way.

3. **Access Management**—defines the relationship of adjacent land uses and activities to the corridor itself. The nature of that access can have a significant impact on mobility, congestion and safety. Tools to implement the access management strategy may include:

    - Medians/channelization standards;
    - Spacing standards;
    - Corner clearance standards;
    - Driveway design standards;
    - Connectivity and cross-access standards;
    - Street network standards;
    - Access management plans; and
    - Wayfinding signage.

    Parties to this agreement recognize the importance of the Access Management strategy and tools to achieving the corridor management goals established for the SR 109 corridor. The parties agree to:

    a. Develop corridor access management standards and a corridor access management plan. The standards and plan will establish the location, spacing, design, and operation of driveways, traffic signals, median openings, interchanges, and street connections to the roadway;

b. Approve and adopt the corridor access management standards and corridor access management plan.

4. **Traffic Management and Operations**—encompasses a wide range of activities aimed at maintaining or improving the overall safety and efficiency of a corridor for all users. This strategy is employed for a variety of reasons including maximizing roadway capacity, facilitating alternative modes (pedestrians, bicycles, transit), minimizing impacts from non-recurring events (traffic crashes, construction projects, maintenance activities, special events, etc.) and improving safety. Tools to implement the Traffic Management and Operations strategy may include:

    - Traffic Signal Timing and Coordination;
    - Integrated Intelligent Transportation Systems (ITS) applications;
    - Emergency Responder Technology;
    - Truck/Freight Plan;
    - Work Zone Management;
    - Travel Demand Management;
    - Traffic Bottleneck Removal;
    - Traffic Impact Studies (rezoning, subdivision, site plans, access requests);
    - Transportation Plans; and
    - Setting and Measuring Corridor Performance Goals.

    Parties to this Agreement recognize the importance of the Traffic Management and Operations strategy and tools to achieving the corridor management goals established for the SR 109 corridor. The parties agree to:

    a. Develop a process for coordinated traffic management and operations, including corridor wide traffic impact study requirements; and

    b. Develop corridor traffic management and operations standards and performance goals.

III. Governance

1. Adoption, Amendment and Termination

This Agreement will be become effective when an appointed and authorized representative of each State of Tennessee Agency, the Nashville Area MPO, Sumner County, Wilson County, and the Cities of Gallatin, Lebanon and Portland have placed their signature in the block below.

This Agreement may be amended, in whole or in part, by mutual agreement of all parties as evidenced by signatures on an amended agreement. The signatory parties agree to confer with respect to the continuation of the Agreement, or if there is the necessity for any amendments, on an annual basis. The State Department of Transportation will coordinate this meeting by identifying the date and location along with gathering input from the participating Agencies, Counties, Cities and MPO for preparation of the agenda.

The signatory parties may withdraw from this Agreement at any time provided that the withdrawing party notifies the other signatories sixty (60) days in advance of the desired date of withdrawal to allow time to remedy the reason for withdrawal. In the event efforts to remedy the reason for withdrawal are unsuccessful, the withdrawing party may withdraw from the Agreement without prejudice but at the risk of forfeiting its ability to participate in future activities and improvements taken as part of this Agreement.

Notwithstanding the foregoing, however, this Agreement shall remain in force until terminated by written agreement of the signatory parties.

2. Programming, Funding, Budgeting and Reimbursement

This Agreement is neither a fiscal nor a funding obligation. Any transfer of funds between signatories that occurs as a result of the actions outlined in this Agreement may take place through applicable laws, agreements, existing authorities and procedures.

Nothing in this Agreement shall obligate the signatories to expend appropriations, obligate funds or enter into any contract or agreement.

3. Administration

This Agreement will be coordinated by the State Department of Transportation in cooperation with the other signatories. The signatory parties, moreover, shall form a Corridor Management Committee to implement the course of action described in this Agreement. The Corridor Management Committee shall include a designated representative from each of the signatories to this Agreement. Committee members will develop committee rules and operating procedures and establish a regular schedule of meetings.

The Corridor Management Committee will function as the steering committee for this Agreement with the responsibility of providing strategic guidance on the actions described herein. In the absence of corridor wide policies, plans, standards and regulations, the Corridor Management Committee will also serve as a coordinating committee for proposed improvements and projects affecting the corridor. Adoption or approval of any policies, plans, standards or regulations

recommended under this Agreement will be at the sole discretion of the legislative and/or appointed bodies of the signatory parties.

IV. Signatures

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement as of the date shown with the signature below:

SUMNER COUNTY

_____

WILSON COUNTY

_____

CITY OF GALLATIN

_____

CITY OF LEBANON

_____

CITY OF PORTLAND

_____

NASHVILLE AREA MPO

_____

STATE OF TENNESSEE
DEPARTMENT OF ECONOMIC
& COMMUNITY DEVELOPMENT

_____

STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT
& CONSERVATION

_____

STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION

_____

Ann Whiteside

From: Houghton, John <john_houghton@gspnet.com>
Sent: Wednesday, October 10, 2012 10:00 AM
To: philipcraighead@lebanontn.org; Jo Ann Graves; huttor@wilsoncountytn.com; aholt@sumnertn.org; Ken Wilber; Skipper, Michael (MPO)
Cc: Tanisha Hall (Tanisha.Hall@tn.gov); Angela Midgett; Jeff Baines (jeff.baines@lebanontn.org); Ann Whiteside; tombrashear@wilsoncountyplanning.com; Rodney Joyner [rjoyner@sumnertn.org] (rjoyner@sumnertn.org); Elizer, Marshall
Subject: SR 109 Corridor Management Agreement Update
Attachments: FINAL_SR109_CMA_071612.docx

Good morning.

With a presentation last night to the Sumner County Commission Legislative Committee, we have completed presentations to all of the jurisdictions in the SR 109 corridor. First, many thanks to everyone for arranging and participating in the presentations.

At this time, we would like to gather any final changes to the attached SR 109 Corridor Management Agreement based on feedback or comments you have received.

If you will send your changes to me by next Friday, October 19, we will finalize the document and redistribute it for approval by your Commission or Council.

Again, thank you for all of your time and effort in developing what will be an important new tool in Tennessee for managing our state's transportation system. If you have any questions, please do not hesitate to contact me.

Cordially,

John Houghton, AICP
Senior Planner

GRESHAM, SMITH AND PARTNERS
Architecture, Engineering, Interiors, Planning

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