ATHENS CITY COUNCIL
WORK SESSION AGENDA

Monday, March 10, 2025, 5:00pm

Athens Municipal Building
Burkett L. Witt Council Chambers

I. INVOCATION

II. PLEDGE OF ALLEGIANCE

III. DISCUSSION

(1 - 4) **A. Purchase of Replacement Leaf Vacuum Machine for the Public Works Dept.**

(5 - 9) **B. Approval of I-75 Exit 49 Decatur Pike Corridor Traffic Signal Retiming Plan Proposal**

(6 - 32) **C. Award of RFQ 24-08 for Preliminary Design, Environmental Clearances, and Data Collection for Historic Downtown Street Improvements at Five Intersections on Green Street**
Kimley Horn & Associates - $127,800

(33 - 39) **D. Approval of Bid Award for RFB 25-03 of Mowing and Maintenance of City Parks and Other Properties Including Alternate #1 (Adding Regional Park)**
Huggins Lawn Care - $2,950

(40 - 41) **E. Approval of Cost Sharing with the Athens City Board of Education to Acquire and Install a New Playground**

(42 - 48) **F. Discussion of Amending the Contract Between the City of Athens and Athens City Board of Education Regarding Debt Payments for the New City School Project**

(49 - 54) **G. Approval of a Memorandum of Agreement Between City of Athens and McMinn Regional Humane Society**

(55 - 56) **H. Approval of Resolution 2025-05 Authorizing Submission of a Grant Application to the Tennessee Department of Transportation's Tennessee Highway Safety Office**
Resolution 2025-05
A RESOLUTION AUTHORIZING THE SUBMISSION
OF GRANT APPLICATION THROUGH
THE TENNESSEE HIGHWAY SAFETY OFFICE **(THSO)**

(57 - 60) **I. Approval of Resolution 2025-06 to Apply for a 2025 Community Development Block Grant for Traffic and Pedestrian Safety Improvements on N. Jackson St., N. White St., and Improvements to Knight Park**
Resolution 2025-06
A RESOLUTION AUTHORIZING THE CITY OF ATHENS, TENNESSEE
TO APPLY FOR THE 2025 COMMUNITY DEVELOPMENT BLOCK GRANT **(CDBG)**

(61 - 154) **J. Approval of Resolution 2025-07 to Adopt the Traffic Safety Action Plan**
Resolution 2025-07
A RESOLUTION ADOPTING THE CITY OF ATHENS
SAFETY ACTION PLAN AND ITS SAFETY TARGETS

(155 - 156) **K. Approval of Resolution 2025-08 Designating April as Fair Housing Month**
Resolution 2025-08
A RESOLUTION DESIGNATING
FAIR HOUSING MONTH IN THE CITY OF ATHENS.

(157 - 160) **L. Approval of Resolution 2025-09 Authorizing Submitting an Application to the Tennessee Department of Transportation for a Traffic Signal Modernization Program Grant**
Resolution 2025-09
A RESOLUTION AUTHORIZING THE CITY OF ATHENS TO APPLY FOR A GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORATION
TRAFFIC SIGNAL MODERNIZATION PROGRAM (TSMP).

(161 - 162) **M. Second Reading, Public Hearing, and Adoption of Ordinance 1137**
Recodification of Athens City Code
ORDINANCE NO. 1137:
AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF ATHENS, TENNESSEE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

(163 - 185) **N. Second Reading, Public Hearing, and Adoption of Ordinance 1138**
Updating the City's MS4 Stormwater Ordinance for Compliance
ORDINANCE NO. 1138:
AN ORDINANCE AMENDING TITLE 14 ENTITLED 'ZONING AND LAND USE CONTROL' BY AMENDING CHAPTER 5 OF THE ATHENS MUNICIPAL CODE TO AMEND THE STORMWATER MANAGEMENT ORDINANCE.

(186 - 187) **O. Approval of Contribution of Additional Funds Held in Reserve to the Pension Trust Fund**

P. Councilmember Items

(188 - 191) **1. Councilmember Duggan**
a. Public Comments

(192 – 195) **2. Mayor Eaton**
a. Discussion of City Hall

IV. NEW BUSINESS

V. BOARDS & COMMITTEES

(196) **A. Linda Long - Appointment to Council Advisory Committee (Pelley)**

(197) **B. Mary Scudder - Resignation from the Council Advisory Committee (Eaton)**

Agenda Item
III A. Purchase of a Replacement Leaf Vacuum Machine for the Public Works Department

Overview
One of Public Works Department's two leaf vacuum machines is over 20 years old and is due for replacement. Therefore, $85,000 was included in the FY 2024-25 Fleet Management Fund to purchase a replacement machine. However, the cost of the machine is $146,000 through Sourcewell Purchasing Cooperative. Attached is the recommendation memo from the Public Works Department and quotation sheet.

In addition, the existing leaf vacuum machine, Old Dominion Model SCL800TM25, asset number 3484, serial number 0405-4167, needs to be declared as surplus city property now but disposed of when the new machine is delivered and inspected through the city's usual method of the Govdeals.com auction site.

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting to purchase a replacement leaf vacuum machine from Jet-Vac Equipment Company, LLC through Sourcewell Purchasing Cooperative for a total cost of $146,000 and declare the existing Old Dominion model as surplus city property and disposed of through Govdeals.com.

Affected Departments
Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: March 4, 2025

SUBJECT: Leaf Vacuum

Summary

One of the Department's two leaf vacuum machines is due for replacement this year. The machine we are replacing was purchased in April 2005, so it is coming up on 25 years of service. The machine was purchased from CMI Equipment Sales for $26,775. It is an Old Dominion (ODB) Model SCL800TM25. The unit carries Asset #3484 and Serial #0405-4167.

The current budget includes $85,000 in the Fleet Management Fund for this purpose. We have gotten a quote for a new machine equivalent to the ones we are currently using. The quoted price is through the Sourcewell Purchasing Cooperative. Since Sourcewell has already competitively bid this equipment, the City may purchase from this contract (#093021-GEP) without issuing a bid of our own.

I recommend purchasing the unit in the attached quote which is a Bonnell Spartan Pro Plus II. The quote from Jet-Vac Equipment Company, LLC. includes other features of the machine should you wish to review the details. However, I do want to note that the quote is $145,933, which is more than the budgeted amount. I have discussed this differential with Mike Keith, and he reviewed the financial information and recommended we proceed with the purchase.

Action Item

Motion to approve the purchase of a Bonnell Spartan Pro Plus II leaf vacuum machine from Jet-Vac Equipment Company, LLC. through the Sourcewell Purchasing Cooperative as shown on the attached quote (#Q00474).

Additionally, motion to approve the surplus of the unit being replaced (Asset #3484) upon receipt of the new unit. Once the new unit has been received and tested, the old unit will be disposed of using the City's preferred method of placing the items on the GovDeals auction website.

Date: 02/12/2025

Quoted To:
City of Athens
Attn: Accounts Payable*
(Jackson) jgoins@athenstn.gov
Athens TN 37303

Location: COOKEVILLE
Quote Number: Q00474
Expiry Date: 03/14/2025
Salesperson: JASON LYNN
jason@jet-vac.com
Responsible: BRITTANY WINDHAM
brittany@jet-vac.com
Attention: Rodney Peeler

We propose to furnish the equipment described herein in accord with the specification, terms, and conditions outlined.

BONNELL SPARTAN PRO PLUS II — 142,433.00

STANDARD FEATURES
Proportional Controls with Seat (right hand) includes 3 axis underslung hydraulic boom
15 yard capacity leaf containment box with hoist
Hydraulic Jack
74 H.P. liquid-cooled, diesel engine
50 gallon aluminum fuel tank with built in gauge
Central Hydraulic System to proportionally control the three axis collection boom
Heavy Duty Hand Clutch
Flx-Thane VHD clear urethane hose
Quick Disconnect Suction Hose
Elbow Liner and Clean Out Door
Removable radiator screen
Wheel Chocks
Tarp Rods installed
Fire Extinguisher, Yellow Flashers
****
ADDITIONAL OPTIONS Included in Total:
20 Yard Capacity
Tool Rack

Additional Charges
EQP SHIPPING — 3,500.00

Comments
Sourcewell Contract #093021-GEP
Global Env. Prod. - Street Sweepers and Leaf Vacs
Maturity Date: 11/16/2025

Selling Price:	145,933.00
Tax:	
Net Selling Price:	145,933.00

Accepted by:

Prepared by:

Agenda Item
III B. Approval of I-75 Exit 49 Decatur Pike Corridor Traffic Signal Retiming Plan Proposal

Overview
The FY 2024-25 approved Capital Improvement Fund budget includes $62,000 for an engineering firm to develop a traffic signal retiming plan for four intersections along the Decatur Pike Corridor. Those intersections are Denso Drive, I-75 North Ramps, I-75 South Ramps, Holiday Drive, and Lee Irwin Road (traffic counts only anticipating a new traffic signal at this location due to expected development). Rather than conduct a lengthy RFP process to obtain another engineering firm, city staff is recommending the city council approve the attached proposal from Kimley Horn Engineers, the firm that prepared the Traffic Safety Action Plan of which this specific project was included which is authorized by TCA 12-4-107. Kimley Horn's scope of work for this phase includes data collection, signal timing optimization, and field implementation for a fee of $34,600. Phase II, which will be budgeted for and occur during FY 2025-26, will consist of ordering and installing the needed equipment at an estimated cost of $175,000.

A memo from the Public Works Department and Kimley Horn's proposal are attached.

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting to approve the proposal from Kimley Horn Engineers.

Affected Departments
Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: March 4, 2025

SUBJECT: Exit 49 Corridor Traffic Signal Retiming

Summary

The FY25 budget includes $62,000 for an engineering firm to develop a signal timing plan for five intersections along the Decatur Pike Corridor at Exit 49. The recent addition of new signal equipment at the I-75 ramps, as well as continued growth in the area, has created the need for a new timing program for this corridor. The intersections to be included are:

- Lee Irwin Road
- Holiday Drive
- I-75 North Bound Ramps
- I-75 South Bound Ramps
- Denso Drive/Milton Road

All but the Lee Irwin Road intersections currently have a traffic signal in place. Lee Irwin is being included in the study because several developments have been proposed for the property around this intersection and if they are ever constructed a traffic signal will be needed. By including it in the study, we will already have the timing data to input rather than having to conduct another study solely for this intersection.

Given their extensive experience with signal timing projects throughout the State of Tennessee and the correlation between this intersection and the results of the Traffic Safety Action Plan, PW has elected to negotiate a services agreement with Kimley Horn and Associates rather than issue an RFQ. Tennessee purchasing law does not require an RFQ for professional services on new projects when you negotiate an agreement with a firm with which you already have contracted for other projects. The attached agreement calls for Kimley Horn to complete the desired scope of work for a lump sum fee of $34,600. Kimley Horn is to complete the design work by June 30, 2025.

The Department plans to request funding in the FY26 budget for the implementation of the plan that would be developed if this agreement is approved. The implementation will involve the purchase of new equipment and programming of both the existing and new equipment.

PUBLIC WORKS

Action Item

Motion to approve the services agreement with Kimley Horn & Associates for development of a signal timing plan for Decatur Pike along the Exit 49 Corridor.

Kimley»Horn

February 28, 2025

Kevin Helms, ICMA-CM, CMFO
Project Manager
City of Athens
219 Alford Street
Athens, Tennessee 37303

RE: ***Professional Services Agreement***
Signal Timing Optimization along SR 30 (Decatur Pike) in the City of Athens

Dear Mr. Helms:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "the Consultant"), is pleased to submit this letter agreement (the "Agreement") to the City of Athens ("the Client") for professional consulting services for the above-referenced project.

SCOPE OF SERVICES

Based on conversations, we understand that the City of Athens wishes to improve traffic operations through the optimization of signal timings at the four (4) signalized intersections mentioned below:

1. SR 30 (Decatur Pike) at Milton Road/Denso Drive
2. SR 30 (Decatur Pike) at I-75 SB Ramps
3. SR 30 (Decatur Pike) at I-75 NB Ramps
4. SR 30 (Decatur Pike) at Holiday Drive
5. SR 30 (Decatur Pike) at Lee Erwin Road – traffic counts only

Our Scope of Services, Fee, and Schedule are as follows:

Task 1 – Project Management

This task will consist of general project management, administrative, and accounting activities for the project. It will further consist of one (1) kick-off meeting with the City of Athens staff and preparing meeting minutes.

Task 2 – Data Collection and Field Inventory

Task 2.1 – Completed Data Collection Efforts

Kimley-Horn will conduct an inventory and assessment of the four (4) existing traffic signals in the City of Athens. The inventory will consist of:

- Traffic Signal Cabinet Type and Manufacturer and Condition
- Traffic Signal Controller Type and Manufacturer and Condition
- Malfunction Management Unit (MMU) / Conflict Monitor Type and Manufacturer and Condition

- Detection Type, Manufacturer and Assignment and Condition
- Intersection Geometry
- Signal Phasing and Existing Timing Data
- Signal Head Types and Condition
- Overhead Sign Types and Condition
- Any Other Traffic Signal Related Equipment Found On-site

Task 2.2 – Turning Movement Counts (TMCs)

8-hour TMCs will be performed at each of the four (4) signalized intersections and one (1) unsignalized intersection from 6:00AM – 9:00AM, 11:00AM – 1:00PM, and 3:00PM – 6:00PM on a typical weekday. Field observations will be made during every peak period to inform the future signal timing plans.

Task 2.3 – Evaluation of Existing Conditions

Using the data collected in the field and knowledge of the existing conditions observed during the field observations, a network will be developed by Kimley-Horn to model each peak period using *Synchro*. Existing geometry, traffic volumes, and signal timing parameters obtained in Task 2.1 will be incorporated into a *Synchro* model.

Task 3 – Signal Timing Optimization Services

Kimley-Horn will prepare optimized timing plans for the four (4) signalized intersections listed above. Permission and access to the City's traffic signal cabinets will be required for this effort. Information contained within the completed operational analysis will be used for signal timing development and implementation.

Task 3.1 – Timing Plan Development Services

Kimley-Horn will prepare up to three (3) timing plans for each of the signalized corridors as follows:

- Weekday AM peak
- Weekday Mid-Day (MD) peak
- Weekday PM Peak timing plan

Task 3.2 – Local Controller Settings Development

Using the criteria set forth in the *TDOT Traffic Design Manual* and the Federal Highway Administration's (FHWA) *Manual on Uniform Traffic Control Devices with Revisions 1, 2, and 3 Incorporated, dated July 2022*, Kimley-Horn will calculate and recommend values for the following local controller settings (minimum vehicular green, yellow change interval, red clearance interval, pedestrian walk time, and pedestrian clearance interval). These values will be tabulated in a spreadsheet format and shared with City staff for review and comment.

Task 3.3 – Cycle Length Evaluation

Kimley-Horn will perform peak hour cycle length evaluations in *Synchro* by evaluating the natural cycle lengths and coordinatability factors (provided by Synchro) for each signal. Using evaluations from *Synchro* along with knowledge gained via observations in the field, a cycle length will be recommended for each timing plan. Preliminary cycle length recommendations will be tabulated for staff review along

with accompanying remarks. This information will then be provided to City staff and agreed upon prior to further timing plan development.

Task 3.4 – Cycle, Split, Offset, and Phase Sequence Development

Once the cycle lengths for each plan have been finalized, each intersection will be evaluated to determine the recommended phase splits for each vehicle movement. Phase sequencing and offset manipulation will be analyzed to develop the arterial greenbands. Recommended timing plans will be reviewed by City staff and approved prior to field implementation.

Task 3.5 – Coding Sheet and TOD Clock Development

Using the AADT counts, Kimley-Horn will develop a Time-of-Day (TOD) clock for each signal system to determine the optimal timing plan for each hour of a typical weekday for all 4 intersections. Furthermore, we will transfer the recommended timings for each intersection per timing plan into a coding sheet format that is compatible with the City's signal controllers.

Task 4 – Field Implementation

Kimley-Horn will provide coding sheet data to City staff in electronic format consistent with the City's various controller types. Kimley-Horn will conduct field observations of each signalized intersection. The field implementation will consist of up to two (2) consecutive weekdays. Using the Time Space Diagrams (developed in *Synchro*) for each signal, the coordinated timings will be verified as to effectiveness and fine-tuned as necessary. Progression, as well as split times and offsets, may be adjusted based on this observation. During field implementation any immediate adjustments recognized will be made that day in the field.

Task 5 – Operational Analysis

Kimley-Horn will provide a Operational Analysis Memorandum to the City that will incorporate the results from the field inventory. The memorandum will provide a summary of each intersection's characteristics and any deficiencies in operation or condition that were recorded. The memorandum will incorporate a priority punch-list for the City of items that were discovered in the field that may require immediate or near-term resolution.

Based on the findings from the inventory assessment and data analysis, Kimley-Horn will develop a list of recommended modernization initiatives for each traffic signal. A rough order of magnitude (ROM) cost estimates for some of the proposed modifications, considering factors such as equipment upgrades, signal timing optimization, and ADA compliance enhancements (if necessary) will be provided.

As part of the memorandum, Kimley-Horn will create a Microsoft – Excel spreadsheet inventory of the data collected in the field. Kimley-Horn will submit a Draft Operational Analysis Memo and Inventory spreadsheet for City to review and comment. Based on the comments from the City, Kimley-Horn will modify the Draft Operational Analysis Memo and Inventory Spreadsheet and submit the final copies for the City's use.

Task 6 – Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope the Client requests, will be considered Additional Services and will be performed at our then current hourly rates. Additional Services Kimley-Horn can provide include, but are not limited to, the following:

- Additional traffic data collection (TMC / ADT)
- Additional traffic engineering analyses
- Additional field visits
- Additional signal timing services outside of those detailed above
- Additional project meetings and / or public hearings
- Others as requested by the City

SCHEDULE

Once given notice to proceed, Kimley-Horn will complete the services listed in Tasks 1 – 5 based upon a schedule to be mutually determined by Client and Consultant and before the last day of school for McMinn County Schools. Kimley-Horn will avoid implementation on McMinn County School breaks and State and National holidays.

FEE AND BILLING

Kimley-Horn will perform the services described in Tasks 1 through 5 for the total lump sum fee below. Individual task amounts are informational only.

Task 1 – Project Management	$950
Task 2 – Data Collection Services	$9,950
Task 3 – Signal Timing Optimization Services	$6,600
Task 4 – Field Implementation	$12,450
Task 5 – Operational Analysis	$4,650
Tasks Total Lump Sum:	$34,600

Individual task amounts are provided for budgeting purposes only. Kimley-Horn reserves the right to reallocate amounts among tasks as necessary.

Kimley-Horn will perform the services described in Task 5 (Additional Services) of the Scope of Services on a labor fee plus expense basis. Effort associated with Task 6 will not be performed without authorization from you.

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services performed or actual services performed and expenses incurred as of the invoice date. Payment will be due within 30 days of your receipt of the invoice.

CLOSURE

In addition to the matters set forth herein, our Agreement shall consist of the terms and conditions and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client " shall refer to the **City of Athens, Tennessee**.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us. We will commence services only after we have received a fully-executed agreement.

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We appreciate the opportunity to provide these services to you. Please contact us if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Terrance Q. Hill, P.E.
Project Manager

Christopher D. Rhodes, P.E.
Vice President

Agreed to this 28th day of February, 2025.

Athens, Tennessee
A City Government

By: _____

_____
(Date)

_____
(Print or Type Name)

Title: _____
(Member or Manager, as authorized)

_____
(Email Address)

_____, Witness
(Print or Type Name)


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item

III C. Award of RFQ 24-08 for Preliminary Design, Environmental Clearances, and Data Collection for Historic Downtown Street Improvements at Five Intersections on Green Street

Overview

During July 2023, the city applied for a $750,184 Multi-Modal Access Grant from TDOT to improve five intersections along Green Street, namely the intersections of Forrest Avenue, Atlantic Street, Ingleside Avenue, Eastanallee Avenue, and Sunset Drive. The improvements will include sidewalks, bike lanes, pedestrian crossing signals, retime traffic signals, ADA compliance, and stormwater facilities. This project was identified in the Traffic Safety Action Plan (2025) prepared by Kimley Horn Engineers and the Bike & Pedestrian Master Plan (2023). The city was notified during early 2025 that the grant was awarded with the state share being 90% ($675,166) and the city share being 10% ($75,018). After conducting an RFQ process, Kimley Horn Engineers is recommended to the City Council by the staff review committee to perform this street improvement project. Their scope of work for this phase includes preliminary design, environmental clearances, survey data, and utility data for a fee of $127,800. Phase II, which will be budgeted and occur during FY 2025-26, will consist of preparing construction documents, bidding, and actual construction.

A memo from the Public Works Department and Kimley Horn's proposal are attached.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting to approve the proposal with Kimley Horn Engineers.

Affected Departments

Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: March 4, 2025

SUBJECT: Five Points Intersection Multi-Modal Grant

Summary

In July 2023 the City applied for a Multi-Modal Access Grant (MMAG) for pedestrian improvements at and around the Five Points intersection and in January 2024 the City received notice that the project had been funded. The project budget is $750,184 with 90% funding from the grant and with a 10% match by the City of Athens. In the months leading up to June 2024 we worked through the various requirements for the grant. In June 2024 we were provided a Notice to Proceed with the Environmental Clearance phase.

The City had originally written the RFQ for the ACS CTI project to include other improvements in the Historic Downtown (HDTA) area with the intent of using the same engineering firm on all projects within this footprint, but TDOT would not allow this because of a specific advertising requirement for this grant program which we did not follow for the CTI project.

We recently moved forward with a new RFQ (#24-08) for engineering services primarily for this project, but we also wrote the scope broadly enough to include any similar work which may occur as part of the HDTA. Since this process met the requirements of the MMAG program, it should also meet the requirements of any other funding opportunity. By using one firm for this full scope of work, there will be a uniformity throughout improvements downtown regardless of what phase in which they are done.

The TDOT selection process was utilized which calls for interested firms to submit a Letter of Interest to the City. The letters are reviewed by an evaluation committee and scored based upon an established criterion. Five firms submitted Letters of Interest and three were selected by the committee to submit a full proposal. The committee evaluated the full proposals based upon another set of criteria and had the option to hold interviews with the firms if they chose to do so.

The evaluation committee consisted of myself, Phillip Martin, Angela Robbins, and Anthony Casteel. After reviewing the full proposals, the committee elected not to interview the firms because all four members of the committee ranked Kimley Horn at the top of their list. I notified Kimley Horn of the results and asked them to begin work on an agreement of services for us to review and present to the City Council for approval.

The services provided under Task Order #1 of this agreement are associated with the MMAG project and are reimbursable through the grant. This task order includes services related to environmental clearance, surveying, and preliminary engineering. Once this phase of the design has been completed and the work approved by TDOT, we will negotiate a second task order for the final design, bid, contract administration, and construction engineering and inspection services phase of the project. The services related to this task order will be provided for a lump sum fee of $127,800. This is slightly more than the $100,000 allocated within the project budget. As the project progresses, we will assess other deliverables to see if funding can be transferred from another line item to reduce the amount of overage the City would have to pay. If approved, the contract will be submitted to TDOT for concurrence before work begins.

Additionally, if any services are desired related to another traffic project downtown, a separate task order for additional services related to other projects will be prepared for review and approval by the City Council.

Action Item

Motion to award the services outlined in RFQ #24-08 to Kimley Horn & Associates.

Additionally, motion to approve the Agreement for Services attached to this memorandum including Task Order #1.

March 4th, 2025

Kevin Helms, ICMA-CM, CMFO
City of Athens
219 Alford Street
Athens, Tennessee 37303

Re: Scope of Services for
PE-NEPA Phase Services
Multi-Modal Access Grant Design Services

Dear Mr. Helms:

Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "Consultant") is pleased to submit this scope of services for providing PE-NEPA phase services for the preliminary design and NEPA document preparation for the project. An overview of the scope of services is provided below:

Name of Firm:
Kimley-Horn and Associates, Inc.

Primary Contact:
Leonardo Espelet, P.E.

Additional Contacts:
Tim Hancock, AICP

Project Description:
The project will consist of planning and preliminary design and Environmental (NEPA) services for the construction of sidewalks, bike lanes, pedestrian crossing improvements, complete streets and ADA improvements along Green Street between Highland Avenue to Sunset Drive, including portions of East Madison Avenue and Eastanallee Avenue.

Budget:
$127,800

A detailed scope of services and additional documentation is provided in the following page.

PROJECT UNDERSTANDING

This project will consist of the construction of sidewalks, bike lanes, pedestrian crossing improvements, complete streets and ADA improvements along Green Street between Highland Avenue to Sunset Drive, including portions of East Madison Avenue and Eastanallee Avenue. Kimley-Horn scope of services will include the planning, preliminary design and environmental (NEPA) services needed for the PE-Design and NEPA phase. It is assumed the project consists of improvements to the drainage systems, curblines, the installation of ADA compliant curb ramps and pedestrian scale lighting. The project will require environmental documentation to acquire Environmental Clearance as outlined in the current edition of the Tennessee Department of Transportation's Local Government Guidelines for the Management of Federal and State Funded Transportation Projects. The project limits are attached to this agreement as shown in the Project Limits Map.

The scope provided below is for PE-NEPA phase which consists of Existing Conditions Survey, NEPA Documentation, and Preliminary Design. Upon completion of these tasks, Kimley-Horn will provide the City with an amendment to this agreement that will outline the scope and fee for ROW Services, Final Design, Utility Coordination, and Bid Phase Services. Prior to construction, Kimley-Horn will provide the City with an additional amendment to this agreement that will outline the scope and fee for Construction Engineering Inspection.

SCOPE OF SERVICES

Task 1 – Project Management

This task will consist of the following project management activities:

- Project Coordination – coordination with the City and TDOT to provide updates, coordinate project reviews, and other activities to help the City and TDOT be generally informed of the progress of the project.
- Project Kick-off Meeting – consists of scheduling, setting the agenda, and producing meeting minutes for a single virtual kick-off meeting.
- Project Administration – Kimley-Horn will conduct regular project management activities to ensure the project stays on schedule and within budget and that major milestones are met. Monthly invoices and progress reports will be provided as part of this task. It is assumed the PE-NEPA phase of this project will last up to twelve (12) months. Project administration after twelve (12) months will be considered additional services.

Task 1 Kimley-Horn Deliverables:

1. Meeting agendas and minutes outlined above (PDF format) to the City and meeting attendees.
2. Project invoices (PDF format).

Task 2 – Existing Conditions Survey

Kimley-Horn and or its subcontractors will provide an Existing Conditions Route Survey of three disconnected sections of Green Street in Athens, TN. A general outline of the three survey areas in relation to one another is outlined and shaded in red on *Figure 1 – All Survey Areas.*

Figure 1 - All Survey Areas

Assets to be acquired consist of:

- Topography of entirety of Survey Area(s)
- Sidewalks
- Centerline of all streets
- Roadway paint striping and markings
- Parking areas including painted spaces
- Curb & Gutter
- Ramps, and Curb Cuts
- Driveway Tie-Ins

Utilities to be captured in the survey areas include:

- Signal Lights
- Power Poles
- 811 Utilities Markings
- Manhole
- Storm drain
- Utility opening locations (including depths, pipe size and pipe material).

The Rights of Way (ROW) of each street will also be ascertained. As such, sufficient parcel corner locations will be recovered to accurately locate ROW boundaries. However, the establishment of the complete boundaries of adjoining parcels is beyond the scope of this task.

The three survey areas are as follows:

Survey Area 1 encompasses the north bound lanes of S Green Street beginning 100 ft west of the intersection of Sunset Drive and continuing northerly until intersecting the driveway for Athens Plow at 11 S Green Street. At this juncture, the survey area includes 50 ft along each side of the driveway entrance to Athens Plow before continuing to Eastanallee Avenue. At Eastanallee Avenue the survey area includes the complete ROW and extends 300 ft along the south ROW on the south side. On the northside, the survey area extends along the eastern edge of E Madison Avenue for a length of 250 ft and along the western edge until its terminus with Eastanallee Avenue. At this point the survey area continues some 175 ft back to S Green Street where it continues along eastern edge of S Green Street until the intersection with Ingleside Avenue where it extends along the eastern edge of Ingleside Avenue for 125 ft before crossing over Ingleside Avenue to the centerline of S Green Street where the line travels southward along the centerline until a point 50 ft north of the intersection with E Madison Avenue, S Green Street, and Eastanallee Avenue at which point the survey area expands to encompass the complete ROW of S Green Street. At E Madison Avenue, the survey area extends westward along the northern edge of E Madison Avenue for approximately 400 feet. The survey boundary then extends to the centerline of E Madison Avenue traveling back to the east until reaching a point 110 ft from the intersection with S Green Street at which point it extends southward to encompass the entire ROW of S Green Street. At this intersection the boundary continues southward along the western edge of S Green Street for 125 ft when it cuts eastward to the centerline of S Green Street. From this point the survey area contuse southward and westward along the centerline of S Green Street some 500 ft until reaching its point of beginning west of Sunset Drive. The McMinn County parcels included in this survey area are as follows: 056M D 059.00, 056M D 060.00, 056M D 061.00, 056M D 062.00, 056M D 063.00, 056M D 080.00, 057P A 003.00, 057P A 005.00, 057P D 056.00, 057I E 043.01, 057I E 045.00, 057I E 014.01, 057I E 014.00, and 057I F 055.00. The entirety of Survey Area 1 is highlighted and shaded in red in *Figure 2 – Survey Area 1*.

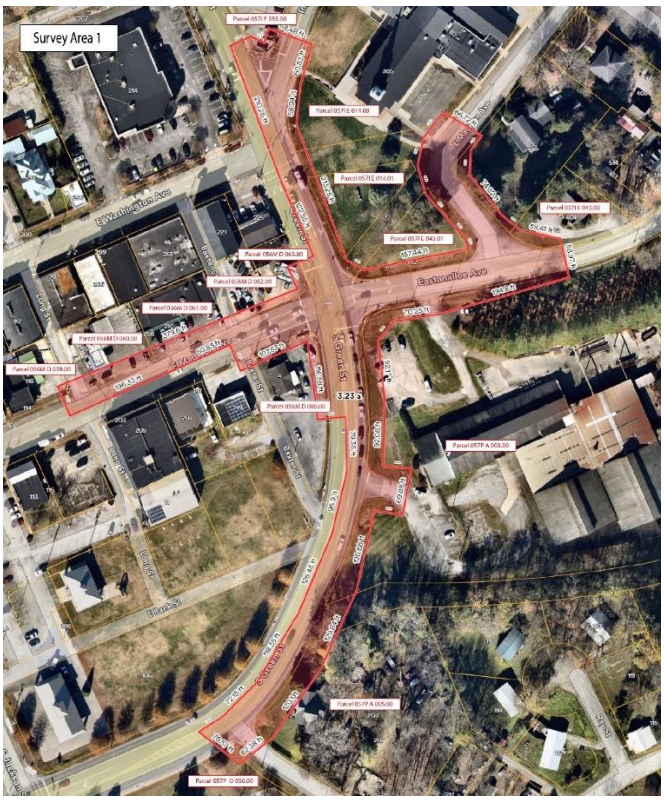


Figure 2 - Survey Area 1

Survey Area 2 includes the intersection of S Green Street with E College Street. The complete survey area includes S Green Street from 50 ft south of the intersection to 50 ft north of the intersection continues along E College Street to 50 ft west of the intersection and includes the full ROW of both streets. The McMinn County parcels included in this survey area are as follows; 056L B 062.00, 056M D 006.00, 057I F 048.01, and 057I F 050.00. The entirety of Survey Area 2 is highlighted and shaded in red in *Figure 3 – Survey Area 2.*

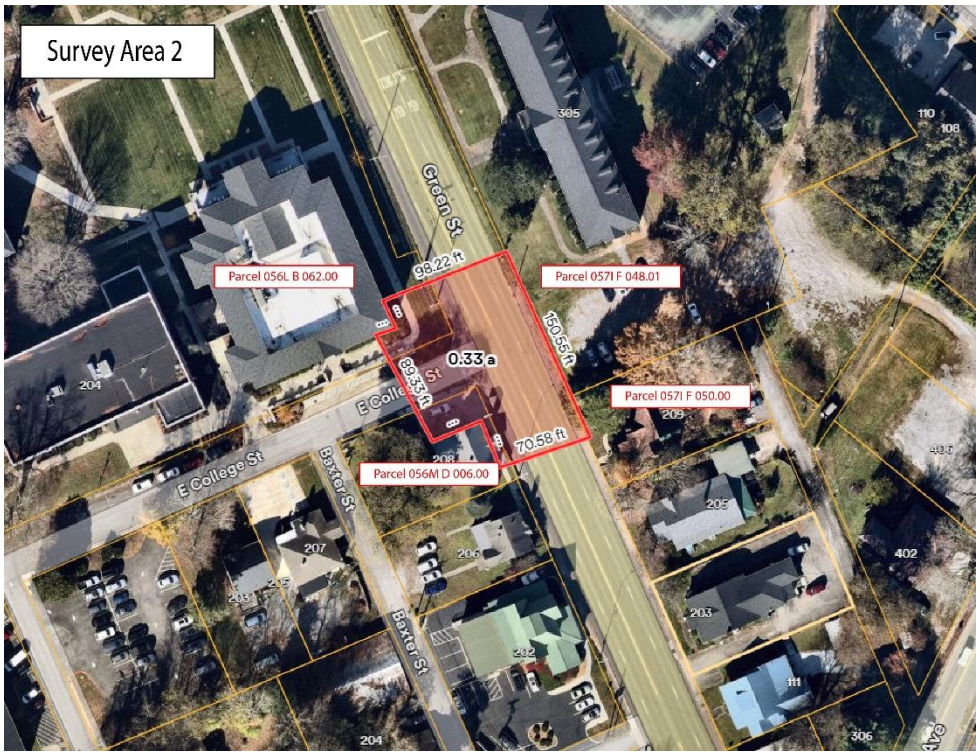


Figure 3 - Survey Area 2

Survey Area 3 includes the southbound lanes of S Green Street at the intersection of Forrest Avenue. The survey area begins along the centerline of S Green Street approximately 150 ft south of the intersection with Forrest Avenue and continues until it is 200 ft past the intersection with Forrest Avenue. The McMinn County parcels included in this survey area are as follows; 056L B 055.00, and 056L B 062.00. The entirety of Survey Area 3 is highlighted and shaded in red in *Figure 4 – Survey Area 3.*

Figure 4 - Survey Area 3

This survey will be in accordance with the current Tennessee Minimum Standards of Practice as promulgated by the Tennessee State Board of Examiners for Land Surveyors. Topography (per rule 0820-03.07(2) is to be captured according to the current Tennessee Minimum Standards of Practice), topographic contour data may be derived from a combination of Aerial LiDAR scans and field run shots. All data will be post processed to meet or exceed the National Map Accuracy Standards (NMAS) of a 1-foot equivalent contour interval at 90 percent confidence level.

Topographic data on hardscape surfaces will be sufficiently accurate and dense to verify ADA compliance.

All survey data is to be delivered in Tennessee State Plane 4100, USFT. Vertical datum will be delivered in NAVD 88. The survey results shall meet or exceed Category I minimum standards as defined in 0820-03-.05 ACCURACY OF SURVEYS of the Tennessee State Board of Examiners Standard of Practice.

Any determination of parcel boundaries is beyond the scope of this task.

Task 2 Kimley-Horn Deliverables:

1. AutoCAD file with topographic survey of project corridor (DWG format)

Task 3 – National Environmental Policy Act (NEPA) Documentation

Given the nature of the proposed project and the assumptions that: 1) federal funding will not be involved in the development of the proposed project and 2) minimal right-of-way and/or easements (permanent or temporary) will be required and will not total at or above one (1) acre and will not warrant any relocations or displacements, the project is a likely candidate for classification as a Tennessee Environmental Evaluation Report (TEER), which conforms to TDOT's state-funded environmental review process. This determination can only be made, however, by TDOT. If a different level/type of environmental document is required by TDOT other than the preparation of a TEER, this effort will be considered Additional Services beyond this scope of services.

One Build Alternative and the No-Build Alternative will be studied. The TEER document will be based on functional plans or on preliminary plans (20-30 percent complete) as defined on Page 4-5 of the TDOT's Local Government Guidelines for the Management of Federal and State-Funded Transportation Projects (June 2023).

Task 3.1 – TEER Project Management and Coordination

The purpose of this task is to plan, organize, and implement the tasks associated with the delivery of the TEER review and documentation in a timely manner. In this task, Kimley-Horn (hereinafter, the Consultant) will:

- Maintain direct contact and function as a liaison with the designated representative of the TDOT Environmental Division's NEPA Programs Office, Local Programs Representatives
- Provide periodic (up to bi-weekly) updates to the Consultant's Project Manager

Task 3.2 – Environmental Technical Studies

As part of the preparation of the TEER, the Consultant will complete the applicable environmental technical studies as outlined below.

Ecology

As warranted, based on coordination with TDOT, the Consultant's subconsultant, Terracon, will provide an Environmental Boundaries Report (EBR) in accordance with TDOT standards. As part of the preparation of the EBR, Terracon will perform a jurisdictional waters determination as outlined below:

Jurisdictional Waters Determination

As part of the preparation of the EBR, if warranted, the Consultant's subconsultant will provide a Waters of the U.S. Determination (i.e., streams and wetlands) for the project area. In performing the jurisdictional determinations, the 1987 Corps of Engineers Wetlands Delineation Manual and the 2012 Regional Supplement: Eastern Mountains and Piedmont Region, will be closely followed to establish a description of the soils, plants and hydrologic conditions of the project area. The Consultant's subconsultant will perform the following tasks:

- The Consultant's subconsultant will perform a desktop and field review of the Project area in order to locate potentially jurisdictional waters (wetlands, streams or conveyances) of the US / State.
- The proposed alignments will be assessed including up to 50 feet of width beyond the right-of-way.
- Onsite channels will be assessed using the State of Tennessee's hydrologic determination criteria to establish whether each channel is considered a stream or wet weather conveyance. Potential wetland areas will be evaluated using the U.S. Army Corps of Engineers (USACE) criteria, specific to the Corps' Atlantic and Gulf Coast regional supplement.
- Approximate locations of any identified jurisdictional features will be field mapped using GAAS-enabled Global Positioning System (GPS) handheld units with approximate 1-meter accuracy.

- The Client will be supplied with the Environmental Boundaries Survey Report, including features identified, their classification, field data forms, and mapping.

Once Consultant's Subconsultant completes the EBR, the EBR will be incorporated into the Initial Studies Coordination package and submitted to TDOT for review and comment. TDOT will submit the report to relevant regulatory agencies for review, as warranted.

Assumptions:

- It is assumed that no individual plant or animal species survey will be conducted as part of this proposed scope of services and cost estimate. If the Client, TDOT, or another state and/or federal agency requests a species survey, these services can be provided but will be considered Additional Services beyond this scope of services.

Floodplains

The Consultant will identify floodplains and floodways in the project area only through the review of National Flood Insurance Rate Maps (FIRMs). The Consultant will compile all FIRMs specific to the project area and will provide the relevant floodplains and floodways information as part of the TEER document.

Section 4(f) – Recreational Resources

It is assumed that the proposed project will not be assisted by USDOT funding and, therefore, Section 4(f) of the USDOT Act would not apply to the proposed action.

A review of the Land and Water Conservation Fund (LWCF) online data viewer does not indicate that any properties in the vicinity of the proposed project have received assistance from the LWCF; therefore, impacts to properties protected by Section 6(f) of the LWCF are not anticipated.

If any Section 4(f) documentation or coordination (e.g., exception, evaluation, or de minimis determination) or any Section 6(f) documentation or coordination is deemed necessary by TDOT or another agency, these services can be provided by the Consultant in accordance with the Additional Services clause of this agreement.

Cultural Resources

Section 106 – Historic Properties

Given the proposed project would warrant the acquisition of right-of-way and/or easements, the Consultant's subconsultant, Richard Grubb & Associates (RGA), will be responsible for preparing a Section 106 Historic Architecture Resources Survey to document and evaluate potential project effects to all National Register of Historic Places (NRHP)-listed and NRHP-eligible historic architecture resources in the area of potential effect (APE) per the criteria of adverse effects set forth in Section 106 regulations. Additionally, measures to avoid, minimize, or mitigate unavoidable adverse effects will be evaluated.

The Consultant will complete a Section 106 Assessment report pursuant to TDOT's template and once the Consultant's subconsultant completes the Section 106 Historic Architecture Resources Survey, the Consultant will incorporate the draft report into the Section 106 Assessment and submit the Section 106 Assessment to TDOT for review and comment. TDOT will submit these reports to the TN-SHPO for review. Following the receipt of comments, the Consultant's subconsultant will finalize the Section 106 Historic Architecture Resources Survey, and the results will be incorporated directly into the TEER document.

Initial reviews of the project area indicate that the APE includes two Colonial Revival-style dormitories and a gymnasium on the campus of Tennessee Wesleyan University (TWU). At least two buildings on the TWU campus are individually NRHP listed and RGA anticipates that the campus is likely NRHP-eligible as a district; however, RGA anticipates that TDOT and the Tennessee State Historic Preservation Office (TN-SHPO) will only require survey and evaluation of the 3 campus buildings within the APE individually, and

not as part of a larger district. If TDOT and/or TN-SHPO require survey and evaluation of the entire campus, this will be considered Additional Services beyond this scope of services.

Once RGA completes the Section 106 Historic Architecture Resources Survey, the Consultant will incorporate the draft report into TDOT's Section 106 Assessment form template and submit the Section 106 Assessment to TDOT for review and comment. TDOT will submit the report to the TN-SHPO for review.

Assumptions:

- If additional coordination with TDOT and/or the Tennessee State Historic Preservation Office (TN-SHPO) is required or if additional historic architecture documentation is needed past the preparation of the Section 106 Historic Architecture Resources Survey previously mentioned, this work can be completed by the Consultant's subconsultant but will be considered Additional Services beyond this scope of services.

Section 106 – Archaeology

Given the proposed project may warrant the acquisition of right-of-way and/or easements and may warrant ground disturbance of previously undisturbed areas, the Consultant's subconsultant, Richard Grubb & Associates (RGA), will be responsible for preparing a Phase I Archaeological Survey to identify historic and prehistoric archaeological sites within the project's anticipated APE. RGA will present the results of the Phase I Archaeological Survey in a report that meets the Secretary of the Interior's *Standards and Guidelines for Archaeology and Historic Preservation* (1983) and complies with the Tennessee SHPO *Standards and Guidelines for Archaeological Resource Management Studies* (October 2018) and the *TDOT Phase I Archaeological Survey Scope of Work* (2021), if applicable. RGA will perform this work pursuant to Section 106 of the National Historic Preservation Act (NHPA), as amended.

Once RGA completes the Phase 1 Archaeological Survey, the Consultant will incorporate the draft report into TDOT's Section 106 Assessment form template and submit the Section 106 Assessment to TDOT for review and comment. TDOT will submit the report to the TN-SHPO for review.

Assumptions:

- No Phase II Testing – If required, this work can be completed in accordance with the Additional Services clause of this agreement.
- If a Memorandum of Agreement is needed to confirm agreed upon mitigation measures for the Build Alternative, it will be conducted in accordance with the Additional Services clause of this agreement.
- If Phase III work, data recovery is necessary, it can be included in accordance with the Additional Services clause of this agreement.

Environmental Justice

Executive Order (EO) 14096 *Revitalizing Our Nation's Commitment to Environmental Justice for All* was revoked on January 20, 2025, and EO 12898 *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations* was revoked on January 21, 2025. Therefore, an environmental justice analysis is not proposed for this project.

Farmland

The project is in a designated urbanized area as indicated on the U.S. Census Bureau Urban Area Reference Map. Therefore, the project is not subject to the Farmland Protection Policy Act.

Hazardous Materials

The Consultant will complete a desktop review of hazardous materials databases available through TDEC and the Environmental Protection Agency (EPA) to determine whether the proposed project area has the potential to contain hazardous materials that may be impacted by the project. This information along with all relevant TDEC and EPA database mapping for the project area will be presented in a memorandum, or

TDOT preferred format, for the TDOT Hazardous Materials Section to review and provide further recommendations as to whether additional studies may be necessary.

Assumptions:

- It is assumed that no Phase I Environmental Site Assessment (ESA), Phase II ESA, or Asbestos Containing Materials (ACM) surveys will be conducted as part of this proposed scope of services and cost estimate. If the Client, TDOT, or another state and/or federal agency requests additional hazardous materials studies, these services can be provided but will be considered Additional Services beyond this scope of services.

Air Quality and Noise

The Consultant will make preliminary Air Quality and Noise determinations.

Air Quality

The Consultant will review FHWA's Updated *Interim Guidance on Mobile Source Air Toxic Analysis in NEPA Documents*, dated October 18, 2016, to determine if the project is in an area that is in attainment for all regulated criteria pollutants.

Noise

Based on the project scope, it is assumed that the project is a Type III project in accordance with the FHWA noise regulation, *Procedures for Abatement of Highway Traffic and Construction Noise* (23 C.F.R. 722) and the Tennessee Department of Transportation's *Policy on Highway Traffic Noise Abatement* (TDOT's noise policy). Therefore, a Type I noise analysis is not proposed, and the Consultant will provide the preliminary determination that the project qualifies as Type III to TDOT.

Environmental Technical Information to be provided by TDOT

The TDOT Environmental Division will be responsible for providing the following environmental technical information:

- Native American Consultation
- Air Quality
- Noise

Following receipt of the above listed environmental technical information from the TDOT Environmental Division, the Consultant will review and incorporate the information/data into the TEER document.

Task 3.3 – Initial Studies Coordination Package and Section 106 Assessment

Based on a review of available project plans, the Consultant will prepare an Initial Studies Coordination Package and Section 106 Assessment for the proposed project utilizing TDOT's preferred templates. Documentation and mapping included within the Initial Studies Coordination Package and Section 106 Assessment will include the following:

- Development of the purpose and need for the proposed project as well as a discussion of relevant project background. Project background information will be identified through a review of online planning documents, grants, and other project history provided by the Consultant Project Manager.
- Development of a description of the proposed project, a description of the existing conditions within the project area, and a photo log of existing conditions along the project corridor. Photos for this effort will be collected by the Consultant Project Manager.
- Preparation of a project location map and topographic map in GIS.
- The following technical studies completed in Task 2 will be incorporated into the Initial Studies Coordination Package and Section 106 Assessment. Technical studies from Task 2 not incorporated into these documents will be incorporated directly into the TEER document.

- Initial Studies Coordination Package
  - Floodplains
  - Ecology
  - Hazardous Materials
  - Air Quality
  - Noise
- Section 106 Assessment
  - Historic Architecture
  - Archaeology

Following completion of the Initial Studies Coordination Package and Section 106 Assessment form, the Consultant will submit these documents to the client, if desired, for preliminary review. Following any revisions, the Consultant will submit the Initial Studies Coordination Package and Section 106 Assessment form to TDOT's Environmental Division. TDOT will use these documents to prepare and distribute an Environmental Studies Request (ESR) to TDOT Environmental Division technical disciplines, who will utilize this information to coordinate with the following federal, state or local agencies:

- U.S. Fish and Wildlife Service (USFWS)
- Tennessee Wildlife Resources Agency (TWRA)
- TDEC
- Tennessee State Historic Preservation Office (TN-SHPO)

All coordination with agency officials (federal, state, or local agencies) will be completed by TDOT staff. No agency coordination efforts will be conducted by the Consultant as part of this scope of services. If agency coordination is deemed necessary by TDOT, this effort will be considered Additional Services beyond this scope of services.

Task 3.4 – Document Preparation and Approval

The purpose of this task is to develop the TEER documentation, consistent with the requirements of the FHWA guidance as outlined in FHWA Technical Advisory T6640.8A, *Guidance for Preparing and Processing Environmental and Section 4(f) Documents* as well as the *Tennessee Environmental Procedures Manual* (June 2011 edition).

Relevant information from the Initial Studies Coordination package and the Section 106 Assessment form, all environmental technical studies completed in Task 2, and the ESR responses from TDOT's Environmental Division will be summarized by the Consultant within the TEER and included as attachments to the TEER.

Following completion of the TEER document, the Consultant will provide a copy to the client, if desired, for preliminary review. Following any revisions, the Consultant will submit the TEER document to TDOT's Environmental Division for review and comment. The Consultant will then revise the TEER document based on TDOT comments and resubmit the TEER document to TDOT for final review and approval.

Task 3 Kimley-Horn Deliverables:

1. Environmental Boundaries Report (electronic copy in Adobe PDF format)
2. Phase I Historic Architecture Survey (electronic copy in Adobe PDF format)
3. Phase I Archaeological Survey (electronic copy in Adobe PDF format)
4. Section 106 Assessment (electronic copy in Adobe PDF format)

5. Draft TEER document (electronic copy in Adobe PDF format)
6. Final TEER document (electronic copy in Adobe PDF format)

Task 4 – Preliminary Design

Task 4.1 – Preliminary Design

Upon receiving notice to proceed for the PE-NEPA Phase from TDOT and receipt of the survey as stated in Task 2, Kimley-Horn will prepare a preliminary design in accordance with TDOT's Roadway Design Guidelines and current City of Athens design standards. The plans will consist of the following sheets:

- Title Sheet with Index
- Typical Sections – Plan will consist of typical for the proposed streetscape designated by project station.
- Proposed Layout – Plan will consist of horizontal location of the proposed roadway improvements, curb lines, and sidewalks.
- Grading and Drainage Plan – Plan will show the location of the on-site stormwater drainage pipes and structures; additionally, plan will consist of proposed contour lines and spot elevations.

Task 4.2 – Preliminary Engineer's Opinion of Probable Construction Cost

Kimley-Horn staff will prepare an engineer's opinion of the probable construction cost to accompany the preliminary design plans. The opinion of probable construction cost will be based on actual bid prices for recent projects which involved similar equipment and construction, to the extent that such information is available. This cost will be based on preliminary construction quantities developed from the preliminary construction plans.

The Consultant has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. Opinions of probable costs provided herein are based on the information known to the Consultant at this time and represent only the Consultant's judgment as a design professional familiar with the construction industry. The Consultant cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

Task 4.3 – Preliminary Design Submittal and Review

Kimley-Horn will submit preliminary plans to the City of Athens for review and comment. Kimley-Horn will meet with the City to discuss the City's comments. Following this review meeting, Kimley-Horn will revise the plans based on the City's comments.

Task 4 Kimley-Horn Deliverables:

1. Preliminary Plans package (PDF format)
2. Preliminary engineer's opinion of probable construction cost (electronic copy, PDF format) to the City

Additional Services

Any services not specifically provided for in the above scope, as well as any changes in the scope the City requests, will be considered Additional Services and will be performed at our then-current hourly rates or an agreed upon lump sum value. Additional Services Kimley-Horn can provide consist of, but are not limited to, the following:

- Progress Review Meetings
- Utility Coordination
- Right-of-Way Design Services
- Right-of-Way Mapping Services
- Final Design Services
- Utility Coordination (in addition to what is outlined above)
- Bid Phase Services
- NEPA Document Re-Evaluation
- Lighting/Electrical Design Services
- Environmental Permitting
- No-Rise Studies, CLOMR or LOMR through FEMA
- Right-of-Way Acquisition Services
- Structural Design Services
- Construction Phase Services
- Design services should the Project Understanding be modified from the assumptions documented in this Scope of Services
- Professional services should the project scope exceed those documented in this Scope of Services
- Additional agency coordination efforts
- Public involvement activities
- Air Quality Analysis
- Type I Noise Analysis and/or Noise Technical Report
- Conceptual Stage Relocation Plan
- Ecology – Threatened and Endangered Species Surveys (including but not limited to Bat Presence or Absence Surveys)
- Detailed Floodplain Analysis
- Traffic Analysis
- Traffic Noise Analysis
- Farmland Coordination and Farmland Analysis
- Section 4(f) Review and/or Documentation
- Section 6(f) Documentation
- Demographic, Socioeconomic, Title VI, and/or Environmental Justice Analysis
- Phase II Archaeological Surveys and/or Phase III Testing
- Phase I or Phase II Environmental Site Assessments and Asbestos Containing Materials Surveys
- Attendance at meetings outside of those scoped above
- Others as requested by the Client

INFORMATION PROVIDED BY CLIENT

Kimley-Horn shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

SCHEDULE

We will provide our services as expeditiously as practicable with the goal of meeting a mutually agreed upon schedule that meets the TDOT grant schedule requirements.

FEE AND EXPENSES

Kimley-Horn will perform the services in Tasks 1 through 4 for the total lump sum fee as summarized below.

PE-NEPA	
Task 1 – Project Management	$3,500
Task 2 – Existing Conditions Survey	$36,800
Task 3 – NEPA Documentation	$59,200
Task 4 – Preliminary Design Services	$28,300
PE-NEPA total:	**$127,800**

Individual task amounts are provided for budgeting purposes only. Kimley-Horn reserves the right to reallocate amounts among tasks as necessary. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. All permitting, application, and similar project fees will be paid directly by the Client. Payment will be due within 25 days of your receipt of the invoice.

CLOSURE

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to the City of Athens, Tennessee.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in a PDF. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

To proceed with the services, please have an authorized person sign this Agreement below and return to us. We will commence services only after we have received a fully executed agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement. Failure to supply this information could result in delay in starting work on this project.

<<This Section Left Intentionally Blank>>

We appreciate the opportunity to provide these services to you. Please contact us if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Signed: 

Printed Name: *Leonardo Espelet, P.E.*

Title: *Vice President*

City of Athens, Tennessee
A City Government

By:_____

_____
(Date)

_____
(Print or Type Name)

Title: _____
(Member or Manager, as authorized)

_____
(Email Address)

_____, Witness
(Print or Type Name)


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item

III D. Approval of Bid Award for RFB 25-03 for Mowing and Maintenance of City Parks and Other City Properties Including Alternate #1 (Adding Regional Park)

Overview

The current contract for mowing and maintenance of city parks and other city properties will expire on March 31, 2025. Therefore, bid documents were prepared and distributed to continue this service. On the bid deadline date of February 25, 2025, four responses were received. Attached are the memorandum from the Purchasing Assistant, bid tabulation sheet, and vendor contract. Below is a list of affected city properties, estimated frequency of cuts per year depending on weather and need, bid price per cut from the low bidder, and an overall budget estimate of cost per year:

City Property	Estimated Frequency	Price Per Cut Bid Amount	Estimated Cost Per Year
Public Works	30/year	$50	$1,500
Animal Shelter	30/year	70	2,100
City Hall	30/year	175	5,250
Cook Drive	30/year	145	4,350
Tell Drive/Cook Drive Lots	30/year	35	1,050
Cook Park	30/year	145	4,350
Eco Park	30/year	125	3,750
Eureka Trail Head	30/year	130	3,900
Fisher Field	30/year	70	2,100
Heritage Park	30/year	170	5,100
Ingleside Park	30/year	140	4,200
Market Park	30/year	75	2,250
Prof Powers Park	30/year	395	11,850
11Veterans Park	30/year	245	7,350
Regional Park excluding in-fields	30/year	2,950	88,500
Regional Park (Storage Building)	30/year	70	2,100
Fire Station #2	30/year	80	2,400
Fire Training Center	30/year	100	3,000
Vacant Lot (400 W. Bank St.)	30/year	40	1,200
Vacant Lot (Million St.)	30/year	35	1,050
Community Garden (307 Cedar Springs Rd.)	30/year	50	1,500
Median at Decatur Pike/Congress Parkway	30/year	40	1,200
Northridge Sign (Congress Parkway/Ingleside)	30/year	10	300
Welcome Sign (Decatur Pike)	30/year	20	600
Welcome Sign (SR 30)	30/year	10	300
Welcome Sign (Congress Parkway @ MCHS)	30/year	10	300
Welcome Sign (N. Congress Parkway)	30/year	10	300
Welcome Sign (SR 39)	30/year	10	300
Welcome Sign (SR 305/Congress Parkway)	30/year	10	300
Total Value of Contract		**$5,415**	**$162,450**

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting to award this bid to Huggins Lawn Care, the low bidder and the current provider, including alternate #1 (adding Regional Park) for an estimated annual cost of $162,450.

Affected Departments

Parks & Recreation

PURCHASING DEPARTMENT
MEMORANDUM

To: Mike Keith, Finance Director

From: Angela Robbins, Purchasing Assistant

Date: February 26, 2025

Re: RFB 25-03 Mowing & Maintenance of Athens Parks Properties

After a thorough review of the bids received for our Mowing & Maintenance of Athens Parks Properties, I am pleased to recommend Huggins Lawn Care for the job. We received four bids in total, which were opened on February 25, 2025. The bid tabulation is attached for your reference.

Summary of Bids:

1. **Tennessee Valley Outdoors LLC**: Base Bid $7,572.56, Alt #1 $4,149.00
2. **Huggins Lawn Care**: Base Bid $2,465.00, Alt #1 $2,950.00
3. **City Green Services**: Base Bid $2,801.00, Alt #1 $2,850.00
4. **Morgan Mowing**: Base Bid $2,510.00, Alt #1 $3,800.00

Huggins Lawn Care submitted the lowest bid at $2,465, which covers the unit price per cut for 28 properties. The $2,950 bid for Alternate #1 includes Athens Regional Park, excluding athletic turf fields. Based on their competitive pricing and compliance with our criteria, I believe they are the best choice for our mowing services. Additionally, Huggins Lawn Care is our current provider and has a proven record of reliability and responsiveness to our requirements.

Please review the attached bid tabulation and let me know if you have any questions or need further information.

Thank you for your consideration.

PURCHASING DIVISION

BID TABULATION SHEET

REQUESTING DEPARTMENT: Parks & Recreation

DATE BIDS ADVERTISED: Monday, February 3, 2025

BID NUMBER: 25-03

DATE BIDS RECEIVED: Tuesday, February 25, 2025

PROJECT NAME: Mowing & Maintenance of Athens Park Properties

BIDDER	CITY	TERMS	STD INS.	DRUG FREE	BID BOND	($) BID AMOUNT	ALT #1	
Tennessee Valley Outdoors LLc	Cleveland		X	X		$7,572.56	$4,149.00	
Huggins Lawn Care	Athens	X	X	X		$2,465.00	$2,950.00	
City Green Services	Chattanooga	X	X	X		$2,801.00	$2,850.00	
Morgan Mowing	Etowah	X				$2,510.00	$3,800.00	

CONTRACT

THIS CONTRACT, or "Agreement," entered into this 19th day of March, 2025, by and between the City of Athens, TN, a municipal corporation, hereinafter called the "City", and Huggins Lawn Care, the successful bidder via competitive sealed responses, hereinafter called the "Contractor".

WITNESSETH

In consideration of the mutual promises of the parties hereto, of the rates submitted by the Contractor for the types of work described in the bid package, they do AGREE as follows:

ARTICLE 1 – GENERAL OVERVIEW

This contract is for the award of bid #25-03 - Mowing & Maintenance of Athens Park Properties. The scope of work includes mowing and trimming grass at specified locations listed in the base bid documents and maps. The Contractor is responsible for providing all necessary personnel, materials, supplies, tools, equipment, vehicles, and transportation to complete the work within the designated time frame.

ARTICLE 2 – GOALS & OBJECTIVES

This Contract is to ensure that the proper terms and conditions are in place to provide consistent service support and delivery to the City by the Contractor. The goal is to establish mutual agreement for service provisions between the Contractor and the City. It's objectives, in specificity, are the following:

- Establish clear service ownership, accountability, roles and/or responsibilities.
- Present a concise and measurable description of service provisions to the City.
- Match expected service provisions with actual service support & delivery.

ARTICLE 3 – CONTRACT TERM & TERMINATION

This contract term begins from April 1, 2025 to March 31, 2026.

Either party may terminate this contract with or without cause by providing thirty (30) days advance written notice. The City shall have the right to immediately terminate this contract with or without cause by verbal or written notice to Contractor. If it is necessary for the City to immediately terminate the contract, and verbal notice is provided because of exigent circumstances, the City shall, within a reasonable amount of time, thereafter, provide a follow-up written notice of the termination of the contract. Termination of this contract will not affect the Contractor's right to receive compensation per the agreed upon payment intervals for approved services rendered prior to termination of the contract.

ARTICLE 4. PRICE AND PAYMENT

The City of Athens shall pay Contractor for work completed subject to the agreed upon payment schedule and/or rates that the Contractor has submitted as part of its competitive sealed bid. The contractor shall invoice the City of Athens when any approved work has been completed. The City of Athens will remit payment to the Contractor within thirty (30) days of receipt of invoice. Partial payments are not authorized under this contract. Changes or amendments made to the payment schedule and/or rates must be mutually agreed upon between the City and Contractor in writing.

ARTICLE 5. CHANGE ORDERS

When any work is necessary to the proper completion of a work order of which no prices are provided in the contract the Contractor shall do such work, but only when and as ordered by the City. The City shall be responsible for paying Contractor for the extra work. No claim for extra work will be considered unless extra work was ordered in writing and claim presented in writing to the City within 30 days after receipt by the Contractor of the written notice to perform said work. If the performance of the extra work results in additional time being required by the Contractor to complete the work covered by this Contract, said Change Order will provide for an equitable extension in the contract's completion time requirements.

ARTICLE 6. QUALITY CONTROL AND SUPERVISION

The quality of performance by the Contractor in accordance with the Contract specifications will be reviewed by City staff. The City shall, at all times, have the right and duty to inspect all projects and determine whether or not the Contractor has complied with the terms and conditions and scope of the Contract. The Contractor must perform all work and services in a good and workmanlike manner which conforms to industry standards for the services provided. The Contractor must provide adequate training, supervision and quality control over the services provided under this Contract. Invoices should not be submitted for payment until the contractor is satisfied that the standards and specifications have been met. Performance will be considered unsatisfactory when, upon inspection by the City, it can be demonstrated that certain projects have not been completed properly throughout the term of the Contract and thirty (30) days after the term of Contract ends prior to final payment.

ARTICLE 7. HOLD HARMLESS

The Contractor agrees that it shall indemnify and hold the City and its governing body, officers, employees, and agents harmless from and against any and all claims for injury, loss of life, or damage to or loss of use of property and all forms of damage, including special, punitive, and consequential, caused or alleged to be caused, by acts or omissions of the Contractor, its employees, and invitees on or about the premises and which arise out of the Contractor's performance or failure to perform as specified in the Contract. Contractor shall be responsible for any associated costs, including, but not limited to, all expenses, costs of court, reasonable attorneys' fees, and fees and costs of any expert witnesses.

ARTICLE 8. GENERAL LIABILITY & WORKER'S COMPENSATION

Contractor shall, at its sole cost and expense, carry and maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly, or indirectly, by Contractor for the duration of this Contract. The limits of liability therein shall equal to the limits of liability stated within the Standard Insurance Requirements page included in the bid package. The Contractor shall name the City of Athens as additional insured on the policy and will submit a copy ofthe Certificate of Insurance to the City for record.

ARTICLE 9. CONTROLLING LAW

This Contract shall be governed by and construed by the laws of the State of Tennessee. The exclusive venue for any litigation between the parties shall lie in the Circuit Court for McMinn County, Tennessee. Both parties waive and surrender any right to a jury trial.

ARTICLE 9.1 ALTERNATE DISPUTE RESOLUTION

Both parties shall attempt to resolve conflicts or disputes under this Agreement in a fair and reasonable manner and agree that if an informal resolution cannot be achieved, the parties shall submit the matter to a mutually agreed upon mediator in an attempt to resolve the dispute through the mediation process. Such mediation process shall be initiated by a request in writing by either party. If mediation is unsuccessful then either party may initiate a legal proceeding within the State Courts located within McMinn County, Tenn. The prevailing party in any legal proceeding hereunder by and between the parties shall be entitled to their reasonable attorney's fees and court costs incurred in said legal proceeding(s).

ARTICLE 10. RELATION OF THE PARTIES

The performance by Contractor of its duties and obligations under this Contract shall be that of an independent contractor. This Contract shall not be construed to create an employment relationship, agency relationship, joint venture, or partnership between the parties. Any person performing services pursuant to this Contract is an employee of Contractor and not an employee of the City of Athens.

ARTICLE 11. NON-ASSIGNMENT

Contractor shall not have the right to assign this Contract in whole or in part.

ARTICLE 12. ENTIRE CONTRACT

This Contract constitutes the entire understanding and agreement between the parties hereto and supersedes all prior and contemporaneous written and oral agreements between the parties regarding the subject matter of this contract.

ARTICLE 13. CONTRACT DOCUMENTS

It is mutually agreed by both parties that the following documents are made part of this contract and are incorporated herein by reference as if copied verbatim:

a. RFB #25-03 MOWING & MAINTENANCE OF ATHENS PARK PROPERTIES
b. Contractor's written response

ARTICLE 14. ADDITIONAL ITEMS

ADD ALTERNATE #1

IN WITNESS WHEREOF, the parties hereto have executed this contract as of this day and year first above written, the City of Athens, Tennessee, by its Mayor, by authority duly given.

Approved as to Form and Legality:

City Attorney

CONTRACTOR

CITY OF ATHENS, TENNESSEE

Huggins Lawn Care

Company Name

BY

Mayor

BY

Authorized Officer

Attest:

City Manager

Title


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item

III E. Approval of Cost Sharing with the Athens City Board of Education to Acquire and Install a New Playground

Overview

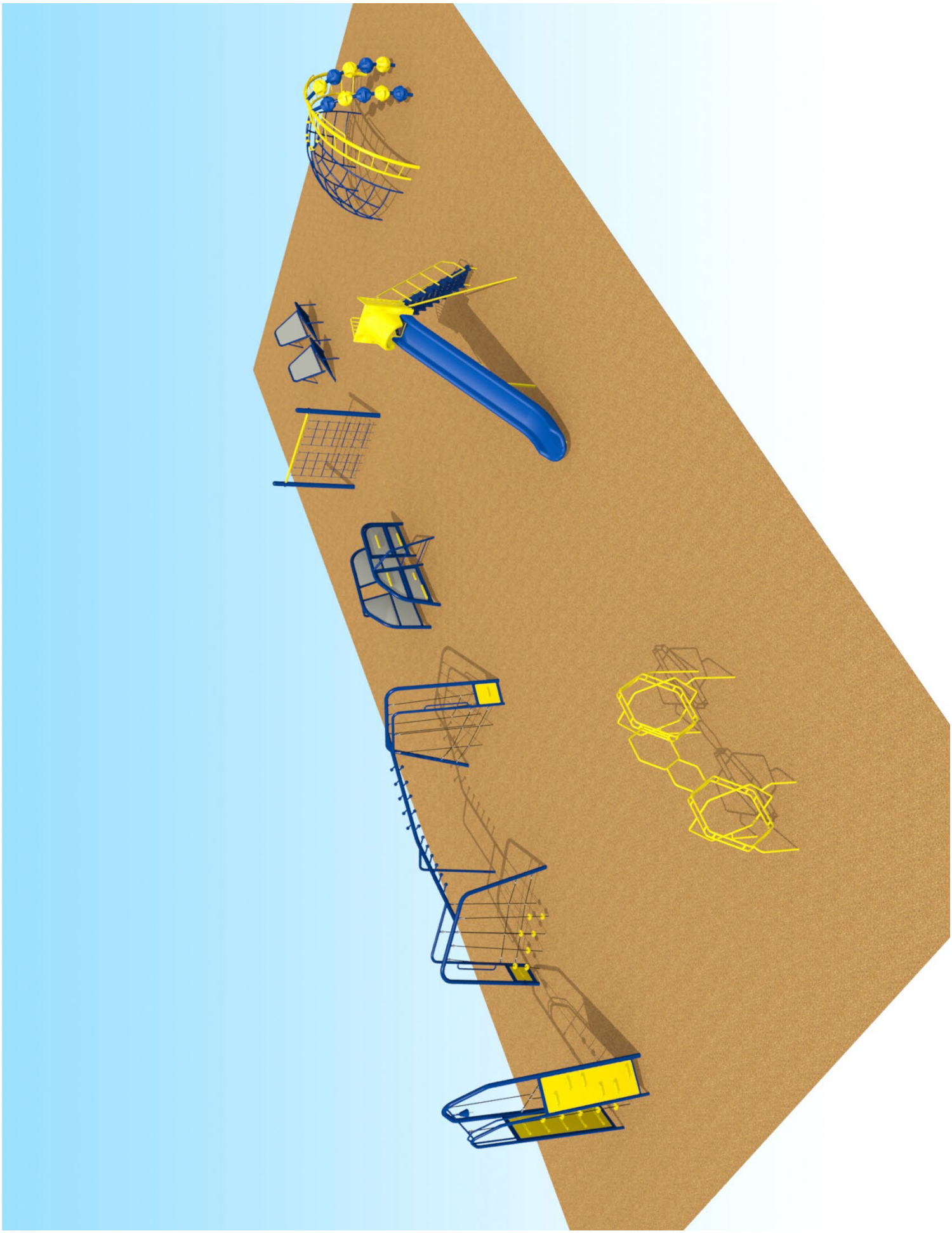
Partnering and cost sharing with the city school system to acquire and install a new playground for the new school complex has been discussed for some time. During a joint quarterly meeting of the city and city school system held on February 24, 2025, this item was discussed again. Once the school system receives confirmation from the city of the city's intent to participate, the school system will bid out this project in accordance with their policies. The total cost of the new playground and installation is estimated to be about $70,000 with the city funding 50% and the city school system funding 50%. The city's funding will come from the Capital Improvement Fund. The city school system will be responsible for purchasing, installing, and maintaining the new playground. The city's responsibility will only be to give the school system the city's payment of 50% of the final cost of the playground and installation. The project is estimated to be completed during July 2025. The new playground will be available for general public use after normal school hours. The general playground concept is attached.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments

Finance



Agenda Item

III F. Discussion of Amending the Contract Between the City and the City Board of Education Regarding Debt Payments for the New City School Project

Overview

An agreement between the City and the City Board of Education was approved during August 2020 regarding the new city school construction project and how the savings from the school consolidation would fund the annual debt payments. Currently, the city Board of Education pays the city $700,000 per year to go toward debt payments for the new schools. During the joint quarterly city and city Board of Education meeting conducted on February 24, 2025, the school board requested a reduction in the annual debt payment amount. Their rationale is that since the city schools have taken back Westside, they need additional funds for utility costs and to update that facility such as new doors, ceiling tiles, glass, new fire panel, water fountains, replacement HVAC system, new roof, and future cost including fire sprinkler system, furniture, and equipment. The school's request is a reduction of $250,000 from $700,000 to $450,000 per year. Attached is the city's debt schedule regarding this project.

A memo from the Director of Schools is attached. Also attached is a memo from the city's Finance Director offering a solution of giving the city schools $500,000 that they gave the city during June 2023 to go toward building the new schools and an additional $500,000 from the Capital Improvement Fund that has been held in reserves since 2016 for future funding of school debt. The $1,000,000 would cover about four years of the $250,000 request without any amendments to the original contract. This situation can be reviewed and reevaluated in four years to determine future action. Furthermore, the Finance Director is requesting that the 1984 funding agreement between the city and the city board of education be formally cancelled.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments

Finance

LONG TERM DEBT

USDA Community Facilities Loan

Debt Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
School consolidation building program, 2.125%-2.250%. Funded by a $1,000,000 transfer from the General Fund (LOST) to the Debt Service Fund and a $700,000 reimbursement from the City Board of Education.	3/2024	2025-26	$669,420	$858,491.89	$1,527,911.89
		2026-27	684,240	843,602.59	1,527,842.59
		2027-28	697,150	830,656.96	1,527,806.96
		2028-29	714,920	812,876.84	1,527,796.84
		2029-30	730,750	796,973.85	1,527,723.85
		2030-31	747,070	780,718.22	1,527,788.22
		2031-32	761,610	766,195.23	1,527,805.23
		2032-33	780,620	747,157.81	1,527,777.81
		2033-34	798,030	729,791.83	1,527,821.83
		2034-35	815,790	712,039.17	1,527,829.17
		2035-36	832,000	695,791.89	1,527,791.89
		2036-37	852,400	675,381.27	1,527,781.27
		2037-38	871,350	656,418.69	1,527,768.69
		2038-39	890,740	637,032.99	1,527,772.99
		2039-40	908,960	618,903.93	1,527,863.93
		2040-41	930,780	596,993.21	1,527,773.21
		2041-42	951,540	576,283.93	1,527,823.93
		2042-43	972,680	555,113.05	1,527,793.05
		2043-44	992,860	534,929.11	1,527,789.11
		2044-45	1,016,410	511,381.32	1,527,791.32
		2045-46	1,039,000	488,765.57	1,527,765.57
		2046-47	1,062,140	465,647.62	1,527,787.62
		2047-48	1,084,540	443,217.96	1,527,757.96
		2048-49	1,109,920	417,880.90	1,527,800.90
		2049-50	1,134,580	393,183.74	1,527,763.74
		2050-51	1,159,860	367,937.31	1,527,797.31
		2051-52	1,184,690	343,055.68	1,527,745.68
		2052-53	1,211,970	315,765.14	1,527,735.14
		2053-54	1,238,990	288,794.89	1,527,784.89
		2054-55	1,266,510	261,223.33	1,527,733.33
		2055-56	1,294,080	233,663.95	1,527,743.95
		2056-57	1,323,500	204,239.79	1,527,739.79
		2057-58	1,352,930	174,786.09	1,527,716.09
		2058-59	1,383,050	144,676.55	1,527,726.55
		2059-60	1,413,580	114,191.36	1,527,771.36
		2060-61	1,321,090	82,767.95	1,403,857.95
		2061-62	1,099,540	56,568.74	1,156,108.74
		2062-63	1,124,300	31,795.26	1,156,095.26
		2063-64	743,870	7,989.66	751,859.66
		2064-65	77,060	411.46	77,471.46
Total			**$39,244,520**	**$18,773,296.70**	**$58,017,816.70**

Budget Request for Consideration:

Athens City Schools would like to request a reduction of the $700,000 annual payment originally agreed upon during the negotiations of the new building discussions. The original agreement was upon the supposition of savings to the school system of the transfer of the three old school properties to the City of Athens (including the maintenance and upkeep costs associated with those buildings). Now that the school system has taken back the Westside building we will need a portion of that agreed sum to assist in the maintenance and upkeep needs that will have to be addressed in the building and property to use the property for the purpose of a potentially functioning school building again.

We would humbly ask for a reduction of $250,000 in the annual payment to allow us to begin to address the infrastructure needs in smaller segments rather than an all at once expenditure. The needs are outlined in the attached documentation based upon the survey of the property as it was returned to the school system.

Thank you,

Joe Barnett

Director of Schools

Westside Updates

Change out of all exterior and interior door cores to match new master series:	12-15,000
Cosmetic fixes in hallways: ceiling tiles/glass/etc.:	5-8,000
New fire panel with new wiring/sensors/smoke detectors/strobes:	150,000
Water fountains to bottle filling stations:	15,000
New HVAC/hot water heater/boiler/cooling tower:	800,000-1,100,000
New roof with TPO surface:	700,000
Outside cosmetic repairs/matching metal panels	10,000
Total:	1,998,000

This does not include any kitchen equipment/fixtures to get it back up and running or any fire code updates since the school was shut down. Example: do we have to sprinkle the building to get it up to code or can we open back up as it is? I am waiting on a response from Chris Perry. We will also need another custodian and will eventually need a maintenance worker.

I did not replace Clyde when he retired because we were supposed to only have the two schools, but now that we have three buildings, and enhanced athletic fields that we take care of we will need a third worker or a supervisor who can oversee the program and do maintenance work.

There are also no library books, classroom furniture, box lights/interactive boards, cafeteria tables, gym equipment, etc.

Athens City Schools
Annual Payment Agreement Analysis
For FY26

BOE annual savings in operating costs when the agreement was made	$	700,000.00
utilities	$	(70,000.00)
change locks	$	(15,000.00)
cosmetic fixes	$	(15,000.00)
new fire panel	$	(150,000.00)
adjusted annual savings due to taking back Westside	$	450,000.00
Repairs still yet to be made		
HVAC	$	1,100,000.00
roof	$	700,000.00
technology	$	400,000.00

FINANCE DEPARTMENT

MEMORANDUM

TO: Randy Dowling, City Manager

FROM: Mike Keith, Director of Finance

DATE: March 5, 2025

SUBJECT: City Schools Proposal to Reduce $700,000 Annual Payment to $450,000

I have reviewed the request by Athens City Schools to reduce the $700,000 annual payment to the City toward the debt payment for the new school building. Page 2 of the request lists a total of $1,998,000 and the second page lists a total of $2,450,000 for projects and neither of these amounts include kitchen equipment, sprinkler system or various items needed for the classrooms or library.

The Schools provided $500,000 in June of 2023 to go toward the building costs. I would recommend that we return this amount to them to go toward Westside. I am also going to request that we provide $500,000 out of our Capital Fund. In 2015, the Council and the Schools agreed that the property tax would be increased to generate $425,000 per year to pay the debt to be issued for upgrades to the existing facilities. Shortly after the tax rate was increased and the tax bills mailed out, the Schools came back and said the original amount requested was not sufficient and this led us down the road toward the new school building. We have held these funds in reserve to go toward the building project and we were planning to transfer them to the School Debt Service Fund this year to go toward the debt. Since this $425,000 has been sitting in the Capital Fund since early 2016, I think increasing to $500,000 is reasonable since it earned interest during this time. Many of these years it was very little because of the very low interest rates but the past two years have been around 5% in the LGIP account. This will take care of at least 4 years of the $250,000 request. At the end of the 4 years, it can be looked at again. This would involve no change to the agreement approved in August of 2020.

I would like to ask for consideration toward the annual funding of the City Schools. In 1984, the Council and Schools agreed that the Schools would receive 45% of our local option sales tax annually as their annual funding. During the Great Recession of 2008 and 2009 this had to be put on hold because sales tax decreased so drastically and funding could not be reduced due to the Maintenance of Effort. In May of 2012, the Council approved an increase in the school funding. The result of these two items is that the 45% agreement has not been in place for over 15 years. I believe now is also the time to formally agree that the 1984 agreement is no longer in place and document it in the minutes.

Please let me know if you have any questions or need any additional information.


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item

III G. Approval of a Memorandum of Agreement Between the City of Athens and McMinn Regional Humane Society

Overview

A memorandum of agreement has been prepared between the City and McMinn Regional Humane Society (MRHS) to outline the understanding and responsibilities of each party regarding the joint development and operations of the new animal shelter. The memorandum of agreement has been reviewed by the city attorney and the Humane Society and is ready for approval. The revised agreement is attached.

This item was discussed during the February 10, 2025 work session and the February 18, 2025 regular session and postponed until the March 10, 2025 work session.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments

Public Works

MEMORANDUM OF AGREEMENT BETWEEN
CITY OF ATHENS, TENNESSEE AND
MCMINN REGIONAL HUMANE SOCIETY

This Agreement made and entered into this _____ day of _____, 2025 by and between the City of Athens, Tennessee, a municipal corporation, located in McMinn County, Tennessee, hereinafter referred to as "City" and McMinn Regional Humane Society, Inc., a 501C3 organization, herein referred to as "Humane Society".

WHEREAS, the City designed and constructed an Animal Shelter located at 320 S. Jackson Street with the intent of the Humane Society occupying approximately 3,150 square foot of that space to operate and staff an animal adoption center and spay and neuter clinic, that space as shown in Exhibit A which is part of a larger building wherein the City maintains the Athens Animal Shelter and some city offices. To identify more specifically the use of the square footage, Exhibit A has been divided into what is described as Suite A, Spay and Neuter Clinic, in pink highlight; Suite B, Athens Animal Shelter, in green highlight; and Suite C the Adoption Center, in blue highlight; and

WHEREAS, the Humane Society has and continues to occupy that space as shown in Exhibit A to staff and operate an animal adoption center and spay and neuter clinic; and

WHEREAS, the City and the Humane Society acknowledge that the City at all times owns the animals within Suite B and C, that it is the duty of the City to feed, water, and provide clean spaces for the animals, and the role of the Humane Society is to walk the dogs, socialize the animals with the intent to have the animals adopted, and that the Humane Society is authorized on behalf of the City to adopt out, foster and transport the animals; and

WHEREAS, the City and the Humane Society have long held a mutual beneficial relationship and desire to continue that relationship and enter into a memorandum of agreement detailing each party's responsibilities regarding the use of the Animal Shelter, Adoption Center and Clinic to promote continued collaboration and improve the lives of animals housed at the facility.

NOW, THEREFORE, in consideration of the mutual benefits to be derived by all parties, it is hereby agreed as follows:

CITY WILL:

1) Own the entire facility and be responsible for insuring this property with general liability insurance and property insurance to cover the building, property, and city employee actions.
2) Bear all the cost of the renovation of the building to date or as approved by the City. The City will provide a written response to any modifications requested by the Humane Society within 10 business days.
3) Provide the leased portion of the building to Humane Society rent free until the parties terminate the relationship.
4) Maintain the facility in good repair.
5) Fund all utilities, internet, telephone costs, garbage, lawn care, including dog runs if they are grass.

6) Maintain effective communications and cooperation with Humane Society staff regarding operations, work schedules, number of people, and activities to maintain a suitable facility for the animals.
7) Provide cleaning services to all the bathrooms, break area, lobby and waiting rooms twice per week.
8) Provide food, water and clean housing for the animals housed within Facility.
9) Provide intake vaccines and shots as the animals enter the shelter, more specifically, for dogs distemper, parvo, and Bordetella, and for cats respiratory vaccines and initial intake flea and tick prevention for all animals.
10) The point of contact from the City on day-to-day issues will the Animal Shelter Manager, and the alternate will be the Public Works Director.

HUMANE SOCIETY WILL:

1) Use the space allocated as a spay and neuter clinic in accordance with applicable state and federal laws, pay for all needed supplies, vaccines administered by the clinic, equipment, staffing, cleaning supplies, and cleaning.
2) Use the space allocated as an animal adoption center in accordance with applicable state and federal laws, pay for staffing and equipment used by Humane Society staff and volunteers. All equipment, fixed assets, and supplies purchased by the Humane Society and maintained at the premises shall remain an asset of the Humane Society and labeled with written identification at the time of purchase. Attached hereto as Exhibit B is a list of current equipment owned by the Humane Society and used in the Spay and Neuter Clinic and/or Adoption Center.
3) Establish operating hours, fee schedules, and event days.
4) Staff, train, recruit volunteers, and advertise events with no payments or supplements from the City.
5) Have access to allocated space 24/7. If additional space is needed, notify the City of such need.
6) Ensure all Humane Society employees and volunteers are identified to the public as Humane Society personnel to differentiate between City employees and Humane Society employees and volunteers.
7) Maintain effective communications and cooperation with City staff regarding operations, work schedules, number of people, and activities to maintain a suitable facility for the animals.
8) Provide content insurance for Humane Society contents and liability insurance for Humane Society employees, volunteers, guests, and their actions.
9) Name the City as an additional insured on the above policies and submit a copy of a Certificate of Insurance to the City upon execution of this agreement and each time the policy renews while this agreement is in effect.
10) Indemnify and hold harmless the City, governing body, officers, employees, and agents from and against any and all claims for injury, loss of life, or damage to or loss of use of property and all forms of damage including special, punitive, and consequential caused or alleged to be caused by acts or omissions of Humane Society employees, volunteers, guests, on or about the premises. This indemnity includes any associated costs, including but not limited to, all expenses, court costs, reasonable attorney fees, expert witness fees, related to said claims.

11) Not assigning this agreement to any other party without the written consent of the City.
12) Can amend this agreement with written approval from the City.
13) Continue the term of the agreement indefinitely until one party gives the other party a written notice of intent to terminate at least six months in advance.
14) Pay for the salary of the following employees, if the demand is necessary, and the funds are available:
    a. Veterinarian, full time and/or part time
    b. Veterinarian techs
    c. Adoption Coordinator
    d. Executive Director
    e. Office manager
    f. Cat room cleaners
    g. Receptionist(s)
15) Pay for the cost of spay, neuter, emergency veterinarian services, treatment for fleas, ticks, heartworm treatment and prevention, microchipping, costs to foster animals and cost to transport animals out-of-state for adoptions.
16) Be authorized by the City to use the shared space to store items and conduct periodic sales of items to the public or those adopting animals to reduce the cost of the operation of the Adoption Center.
17) Will pay for renovation of the Facility to complete the conference room with doors and add a cat room with door and window.

GENERAL:

1) Time is and shall be of the essence.
2) All notices shall be sent to:

City:	City Manager, Athens, Tennessee 815 N. Jackson Street Athens, TN 37303
Humane Society:	President, McMinn Regional Humane Society 320 S. Jackson Street Athens, TN 37303

3) This agreement contains the entire agreement of the parties and no representations, inducements, promises, oral or otherwise, between the parties not embodied herein shall be of any force and effect unless in writing and signed by all parties.

IN WITNESS WHEREOF, the parties hereto, acting under authority of their respective government bodies have executed this agreement this _____ day of _____, 2025.

CITY OF ATHENS, TENNESSEE

_____
LARRY EATON, Mayor

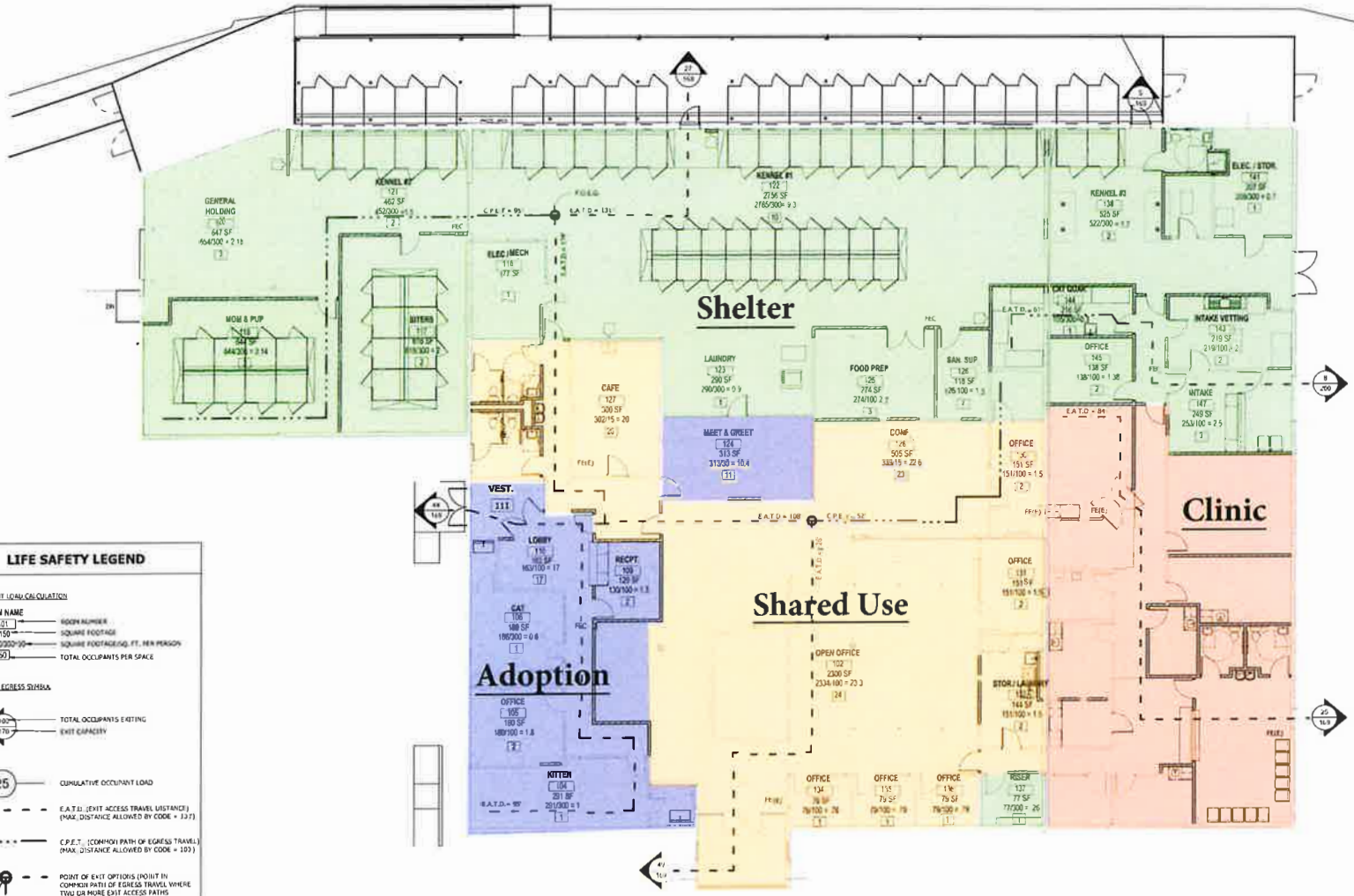
_____
RANDALL DOWLING, City Manager

APPROVED AS TO FORM

_____
CHRISTOPHER M. CALDWELL, City Attorney

MCMINN REGIONAL HUMANE SOCIETY

By: _____
VICTORIA OWEN, President



LIFE SAFETY LEGEND

OCCUPANT LOAD CALCULATION

ROOM NAME
101 — ROOM NUMBER
150 — SQUARE FOOTAGE
15000/200=90 — SQUARE FOOTAGE/SQ. FT. PER PERSON
90 — TOTAL OCCUPANTS PER SPACE

MEANS OF EGRESS SYMBOL

180 / 170 — TOTAL OCCUPANTS EXITING / EXIT CAPACITY

25 — CUMULATIVE OCCUPANT LOAD

E.A.T.D. (EXIT ACCESS TRAVEL DISTANCE) (MAX. DISTANCE ALLOWED BY CODE = 337)

C.P.E.T. (COMMON PATH OF EGRESS TRAVEL) (MAX. DISTANCE ALLOWED BY CODE = 100')

P.O.E.O. — POINT OF EXIT OPTIONS (POINT IN COMMON PATH OF EGRESS TRAVEL WHERE TWO OR MORE EXIT ACCESS PATHS BECOME AVAILABLE)

EXIT LIGHT

FEC — NEW RECESSED FIRE EXTINGUISHER CABINET W/ FIRE EXTINGUISHER

FE — NEW FIRE EXTINGUISHER ON BRACKET

FE(E) — EXISTING FIRE EXTINGUISHER TO REMAIN

1 LIFE SAFETY FLOOR PLAN
1/8" = 1'-0"

F:\63006-4- Athens Mun Fac Reno- TO #5- Animal Shelter\REVIT\63006 - ARCH CENTRAL ANIMAL SHELTER R20 4-7-23.rvt
4/7/2023 1:26:01 PM

Allen&Hoshall
engineers + architects

Allen & Hoshall
5346 Marsh Road, Suite 102
Chattanooga, TN 37411
423 867 1303 fax 423 867 1273

CITY OF ATHENS ANIMAL SHELTER

320 S Jackson Street
Athens, Tennessee 37303

CITY OF ATHENS
TENNESSEE

No.	Description	Date

LIFE SAFETY PLAN

JOB NO 63006-4
DATE: 05/20/22
DRAWN NS
CHECKED MHL

MICHAEL H. LEE — REGISTERED ARCHITECT — STATE OF TENNESSEE
4-9-22

CONSTRUCTION SET ISSUED 04.07.2023

G0.2

Agenda Items

III H. Approval of Resolution 2025-05 Authorizing Submission of a Grant Application to the Tennessee Department of Transportation's Tennessee Highway Safety Office

Overview

The city applies to TDOT's Tennessee Highway Safety Program every year to obtain funding for Police Department equipment and personnel. This grant program's goal is to enhance highway safety. The city's grant application would be to specifically request funding for overtime, supplies, training, and equipment necessary to deal with the city's DUI and impaired driving, distracted driving, speeding, and occupant protection programs. The grant period is October 1, 2025 to September 30, 2026. The resolution is attached.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments

Police Department

RESOLUTION NO. 2025-05

A RESOLUTION AUTHORIZING THE SUBMISSION OF GRANT APPLICATION THROUGH THE TENNESSEE HIGHWAY SAFETY OFFICE

WHEREAS, the Tennessee Department of Transportation has announced the availability of funding through the Tennessee Highway Safety Office (THSO), formerly Governor's Highway Safety Office (GHSO), for the grant period of **October 1, 2025** to **September 30, 2026**; and,

WHEREAS, this program funds a wide variety of activities from increasing personnel and equipment resources for law enforcement to developing and supporting programs to enhance highway safety within the State of Tennessee; and,

WHEREAS, under this program, the City of Athens is eligible to apply for grant funds not to exceed **$50,000** to pay for overtime, supplies, training, and the equipment necessary to deal with the City's DUI and impaired driving, distracted driving, speeding, and occupant protection programs; and

WHEREAS, this grant requires no matching funds by the local jurisdiction.

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

That the recitals above are true and accurate and form a part of this Resolution; and

That meeting in regular session this **18th** day of **March 2025,** that the Mayor and City Manager are hereby authorized, empowered, and directed to submit a grant application through the THSO Program as provided herein.

BE IT FURTHER RESOLVED that upon award of a grant, the Mayor and City Manager are hereby authorized to enter into an agreement and execute documents for the acceptance of the grant on behalf of the City of Athens.

ON MOTION BY _____,

SECONDED BY _____,

said Resolution was approved by roll call vote.

ATTEST:

_____
Larry Eaton, Mayor

_____
Randall Dowling, City Manager

APPROVED AS TO FORM:

_____
Christopher M. Caldwell, City Attorney

Agenda Item

III I. Approval of Resolution 2025-06 to Apply for a 2025 Community Development Block Grant for Traffic and Pedestrian Safety Improvements on N. Jackson St., N. White St., and Improvements to Knight Park

Overview

Applying for a 2025 Community Development Block Grant was discussed during the December 9, 2024 work session and approved during the December 17, 2024 regular session. During the December 17, 2024 regular session, the city council authorized conducting a required public hearing on January 21, 2025 to obtain citizen comments regarding potential projects. The public hearing was conducted and those meeting minutes are attached. Since the CDBG application deadline was near, the city council conducted a special called meeting on February 4, 2025 to decide what project to apply for. During that meeting, the project selected was improvements to the area around Knight Park including road improvements on N. Jackson Street, N. White Street, and College Street, landscaping, traffic calming measures, sidewalks, and pedestrian signals in general accordance with the Downtown Master Plan prepared and approved by the city council in December 2020. To that end, Kimley Horn Engineers was selected to prepare the required engineering report with cost estimates to include with the application. The last item to approve is a formal resolution applying for the grant (attached).

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting to approve the resolution prior to the March 27, 2025 grant deadline.

Affected Departments

Finance

RESOLUTION NO. 2025-06

A RESOLUTION AUTHORIZING THE CITY OF ATHENS, TENNESSEE TO APPLY FOR THE 2025 COMMUNITY DEVELOPMENT BLOCK GRANT

WHEREAS, Tennessee Wesleyan University, a four-year university consisting of 1,100 full-time students, is located in downtown Athens on a 40-acre campus and several city streets traverse through the campus resulting in traffic and pedestrian safety issues; and

WHEREAS, many TWU students need to get from one side of campus to the other and must walk across N. White Street (3 lanes one-way) to Knight Park, a 0.75 acre city-owned park that needs revitalization, then walk across N. Jackson Street (2 lanes one-way) to reach the main campus all without pedestrian signals or crosswalks on a daily basis making this situation a dangerous traffic and pedestrian problem that needs improvements; and

WHEREAS, the City of Athens and its certified Main Street Program have recognized and studied this traffic problem and included it in a publicly vetted and City Council approved downtown master plan that was approved during December 2020; and

WHEREAS, the City of Athens is eligible to apply to the Tennessee Department of Economic and Community Development for a Community Development Block Grant to assist with these types of traffic and pedestrian safety projects; and

WHEREAS, since McMinn County and City of Athens are members of the Tennessee Department of Economic and Community Development's Three-Star Economic & Community Development Program, the City of Athens is eligible to apply for up to $1,000,000 in CDBG funds and is eligible for a Three Star discount towards the required local match; and

WHEREAS, the City of Athens will be responsible for and has the ability to fund the 12% matching funds required by the grant and all additional project costs that exceed grant funding if awarded.

NOW, BE IT THEREFORE RESOLVED that the Athens City Council does hereby authorizes the Mayor and City Manager to submit an application for up to $1,000,000 in CDBG funds for a community revitalization project, namely a traffic and pedestrian safety improvements project including Knight Park revitalization; and

BE IT FURTHER RESOLVED that the Mayor is authorized to enter into any agreements necessary for the successful award of the grant, subject to its approval by the State.

BE IT FURTHER RESOLVED, if said application is approved, the Mayor is hereby authorized to accept on behalf of the City of Athens said Community Development Block Grant, execute any and all documents, enter into agreements necessary for the successful application and award of the grant, and enter into a project administration agreement with the Southeast Tennessee Development District, subject to TNECD approval.

ON MOTION BY _____**,**

SECONDED BY _____**,**

said Resolution was approved by roll call vote on the **18th** day of **March 2025**.

ATTEST:

_____
Larry Eaton, Mayor

_____
Randall Dowling, City Manager

APPROVED AS TO FORM:

_____
Christopher M. Caldwell, City Attorney

ATHENS CITY COUNCIL
MINUTES OF 2025 CDBG PUBLIC HEARING

The Athens City Council held a Public Hearing on **Tuesday, January 21, 2025**, at 5:00 p.m. in the Athens City Hall Council Chambers with Mayor Eaton presiding.

Roll call:

PRESENT: Duggan, Pelley, Curtis, Eaton
ABSENT: Sherlin

-1-
OPEN PUBLIC HEARING

Sam Saieed, Director of Community and Economic Development for Southeast Tennessee Development District (SETD) began the discussion for the City of Athens 2025 CDBG Public Hearing. Mr. Saieed provided information regarding the Community Development Block Grant (CDBG). He provided a handout that covered who provides the funds, what the funds can be used for, the application process, objectives, and funding and match requirements. Councilmember Duggan started the discussion by asking Mr. Saieed to confirm the percentage match rate for Athens.

Comments regarding possible projects commenced with city council members offering their thoughts.

1. Mayor Eaton suggested the sidewalks downtown and around the Tennessee Wesleyan University campus. He believes a sidewalk project could improve public safety for TWU students and pedestrians, especially during festivals.

2. Councilmember Pelley inquired about the construction of a new fire hall. Mr. Saieed stated that $1,000,000 could be used for a construction project.

3. Vice Mayor Curtis mentioned recreational needs and investments.

4. Councilmember Duggan mentioned the need for a community center and briefly mentioned an email where Councilmember Sherlin mentioned improvements to the North City School building.

-2-
PUBLIC COMMENTS

1. Bob Miller from the Parks and Recreation Advisory Board addressed the need for a place where the youth can play basketball. There are over 200 kids that play basketball and there is currently no place that reasonably accommodates the needs of those children. He asks the City Council to consider a center that could meet many needs for the citizens of Athens.

2. Brittany Freeman, a parent of a youth basketball player, requests consideration of a community center that allows for indoor activities.

3. Johnnie Coffman, a member of the Parks and Recreation Board requests a place for the youth to play basketball.

4. Larry Rhodes, a member of the Parks and Recreation Board, would like to see a community center. He notes that it would be different than the YMCA.

-3-
CLOSE PUBLIC HEARING

Mayor Eaton closed the public hearing and adjourned the meeting at 5:28 pm.

LARRY EATON, Mayor

RANDALL DOWLING, City Manager

Agenda Item
III J. Approval of Resolution 2025-07 to Adopt the City of Athens Traffic Safety Action Plan

Overview
During July 2023, the city applied for a $105,000 federal Safe Streets and Roads for All (SS4A) grant from the Federal Highway Administration (FHWA) to develop a traffic safety action plan that prioritizes safety improvements and justifies investment decisions. The federal share is 80% ($84,000) and the city share is 20% ($21,000). The city was notified during early 2024 that the grant was awarded and the contract with FHWA was executed during June 2024. After a grant required RFQ process was conducted, Kimley Horn Engineers was awarded the contract. The plan, after robust data analysis and citizen engagement, is now complete and ready to be adopted by the city council (plan attached). By developing and adopting this traffic safety plan, the city can now seek federal SS4A funding for traffic safety improvement projects as outlined in the plan. The final step is for the city council to approve the attached resolution adopting the plan.

A memo from the Public Works Department, resolution, and Powerpoint presentation are attached.

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting to approve a resolution adopting the city's Traffic Safety Action Plan.

Affected Departments
Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: March 5, 2025

SUBJECT: Safe Streets for All (SS4A) Traffic Safety Action Plan

Summary

In July 2023 the City applied for a SS4A grant from the Federal Highway Administration (FHWA) to develop a Traffic Safety Action Plan. This funding source was established through the Bipartisan Infrastructure Law. Developing and adopting a plan is a precursor requirement to seek SS4A dollars for construction projects. The budget for this project is $150,000 with 80% being provided by FHWA and 20% by the City.

The City was notified in early 2024 that it had been awarded the grant and the contract with FHWA was executed in June 2024. The City issued an RFQ for engineering services using the required grant process and this work was eventually awarded to Kimley Horn and Associates.

While this project has been guided by representatives from both Kimley Horn and Public Works staff, a Steering Committee was also established to seek detailed input from a wider group of individuals. The Steering Committee is comprised of the following members:

- Brandon Ainsworth, AFD
- Casey Patterson, APD
- Anthony Casteel, Community Development
- Matt Siniard, Parks and Recreation
- Frank Clark, Communications Coordinator
- Andrew Kimball, Athens City Schools
- Joe Young, McMinn County High School
- Landon Castleberry, TDOT
- Linda Long, Citizen Advisor

The City also sought public input in a number of different ways which included:

- Establishing a website specifically for activities related to this plan where people could either provide a comment or use a mapping tool to drop a location pin with associated concerns.
- Attending community events to distribute information advising how to provide input. The events chosen included two 10K walk/runs and Pumpkintown.

- A banner display was created to seek public input, and it was used at City Hall and Athens City Schools, among other places.
- Signs were created to seek public input which were displayed at Food City.

From the start of this project, the City has targeted March/April for plan adoption. This is because we anticipate the next round of SS4A grant funding to be open for applications in May, and the plan must be complete for us to apply for construction funding. A potential project for construction funds has not yet been finalized but will be based upon the highest priority areas as identified in the plan.

The final step in the development of the plan is for the governing body to adopt the plan and establish it as the official policy of the City. Once this is done, documentation verifying the adoption of the plan will be sent to FHWA along with the plan at which time the project will be closed.

Action Item
Approve a resolution which adopts the attached plan as the official policy of the City.

RESOLUTION NO. 2025-07

A RESOLUTION ADOPTING THE CITY OF ATHENS SAFETY ACTION PLAN AND ITS SAFETY TARGETS

WHEREAS, there were 2,725 crashes reported within the city limits of Athens from 2019 to 2023; and

WHEREAS, 6 people lost their lives in crash-related deaths on Athens roadways in the five-year period; and

WHEREAS, there were 64 people with suspected serious injuries caused from crashes on Athens roadways in the five-year period; and

WHEREAS, the City of Athens is committed to the goal of significantly reducing and ultimately eliminating roadway fatalities and serious injuries on roadways within the City's police jurisdiction.

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

That the City adopts an interim target of reducing fatal and serious injury crash rates expressed in crashes per 100 million vehicle miles travel by twenty (20) percent by the year 2035; and

BE IT FURTHER RESOLVED that the City adopts this Safety Action Plan, of the Safe Streets and Roads for All initiative, to serve as a guiding document for the City as it work toward achieving its safety performance goals.

ON MOTION BY _____**,**

SECONDED BY _____**,**

said Resolution was approved by roll call vote on the **18th** day of **March 2025**.

ATTEST:

_____
Larry Eaton, Mayor

_____
Randall Dowling, City Manager

APPROVED AS TO FORM:

_____
Christopher M. Caldwell, City Attorney

Safe Streets Athens

City Council Presentation

March 10, 2025 (Work Session)

99

Safe Streets Athens

Agenda

- SS4A Grant Program Overview
- SS4A Process Requirements
- Leadership Commitment
- Next Steps

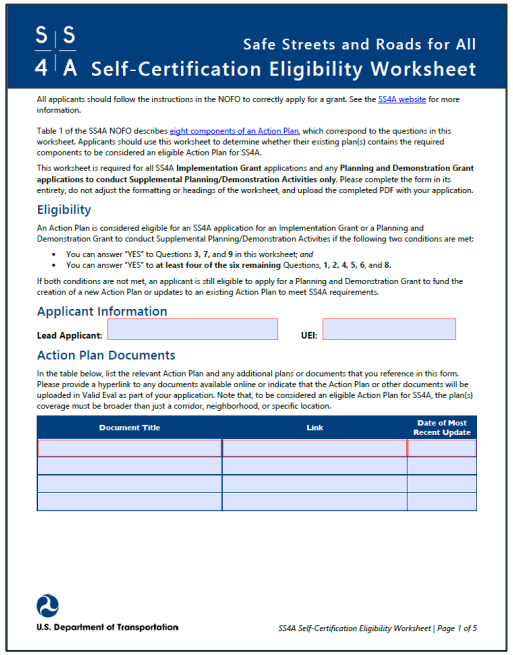
67

SS4A Grant Program

- Established by the Bipartisan Infrastructure Law (BIL)
- Discretionary program with $5B in appropriated funds over 5 years (‘22 –’26)
- Program supports the USDOT National Roadway Safety Strategy
- Goal of zero roadway death using a Safe System Approach
- Two types of funding:
  - Action Plans/Demonstration
  - Implementation

SS4A Action Plan – Components

1. Leadership Commitment & Goal Setting ☐
2. Planning Structure ☑
3. Safety Analysis ☑
4. Engagement & Collaboration ☑
5. Equity Considerations ☑
6. Policy & Process Changes ☑
7. Project Selection & Prioritization ☑
8. Evaluation & Transparency ☐



S|S
4|A Safe Streets and Roads for All
Self-Certification Eligibility Worksheet

All applicants should follow the instructions in the NOFO to correctly apply for a grant. See the SS4A website for more information.

Table 1 of the SS4A NOFO describes eight components of an Action Plan, which correspond to the questions in this worksheet. Applicants should use this worksheet to determine whether their existing plan(s) contains the required components to be considered an eligible Action Plan for SS4A.

This worksheet is required for all SS4A **Implementation Grant** applications and any **Planning and Demonstration Grant applications to conduct Supplemental Planning/Demonstration Activities only**. Please complete the form in its entirety, do not adjust the formatting or headings of the worksheet, and upload the completed PDF with your application.

Eligibility

An Action Plan is considered eligible for an SS4A application for an Implementation Grant or a Planning and Demonstration Grant to conduct Supplemental Planning/Demonstration Activities if the following two conditions are met:

- You can answer "YES" to Questions **3, 7, and 9** in this worksheet; *and*
- You can answer "YES" to **at least four of the six remaining** Questions, **1, 2, 4, 5, 6, and 8.**

If both conditions are not met, an applicant is still eligible to apply for a Planning and Demonstration Grant to fund the creation of a new Action Plan or updates to an existing Action Plan to meet SS4A requirements.

Applicant Information

Lead Applicant: **UEI:**

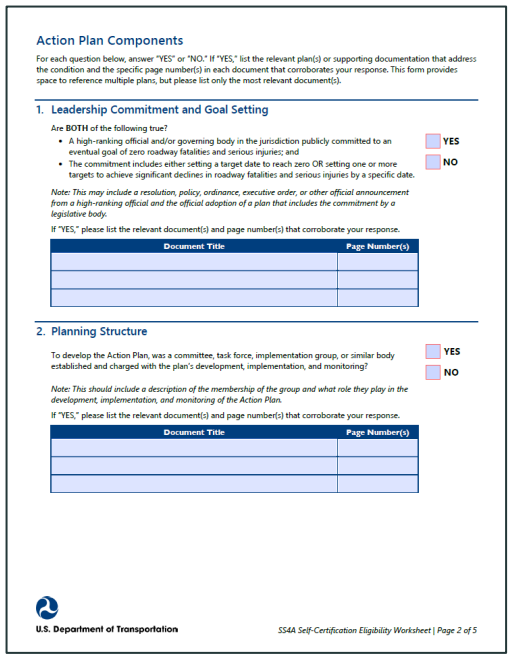
Action Plan Documents

In the table below, list the relevant Action Plan and any additional plans or documents that you reference in this form. Please provide a hyperlink to any documents available online or indicate that the Action Plan or other documents will be uploaded in Valid Eval as part of your application. Note that, to be considered an eligible Action Plan for SS4A, the plan(s) coverage must be broader than just a corridor, neighborhood, or specific location.

Document Title	Link	Date of Most Recent Update

U.S. Department of Transportation

SS4A Self-Certification Eligibility Worksheet | Page 1 of 5



Action Plan Components

For each question below, answer "YES" or "NO." If "YES," list the relevant plan(s) or supporting documentation that address the condition and the specific page number(s) in each document that corroborates your response. This form provides space to reference multiple plans, but please list only the most relevant document(s).

1. Leadership Commitment and Goal Setting

Are **BOTH** of the following true?

- A high-ranking official and/or governing body in the jurisdiction publicly committed to an eventual goal of zero roadway fatalities and serious injuries; and
- The commitment includes either setting a target date to reach zero OR setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date.

☐ YES ☐ NO

Note: This may include a resolution, policy, ordinance, executive order, or other official announcement from a high-ranking official and the official adoption of a plan that includes the commitment by a legislative body.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

2. Planning Structure

To develop the Action Plan, was a committee, task force, implementation group, or similar body established and charged with the plan's development, implementation, and monitoring?

☐ YES ☐ NO

Note: This should include a description of the membership of the group and what role they play in the development, implementation, and monitoring of the Action Plan.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

U.S. Department of Transportation

SS4A Self-Certification Eligibility Worksheet | Page 2 of 5

SS4A Action Plan - Components

2. Planning Structure ☑

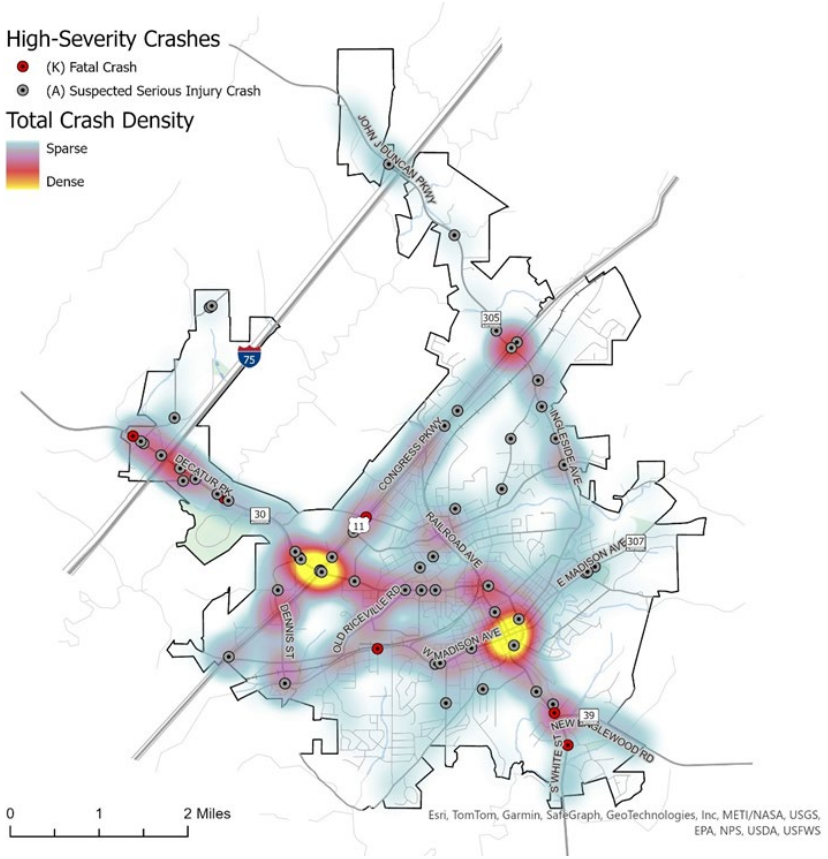
City Steering Committee

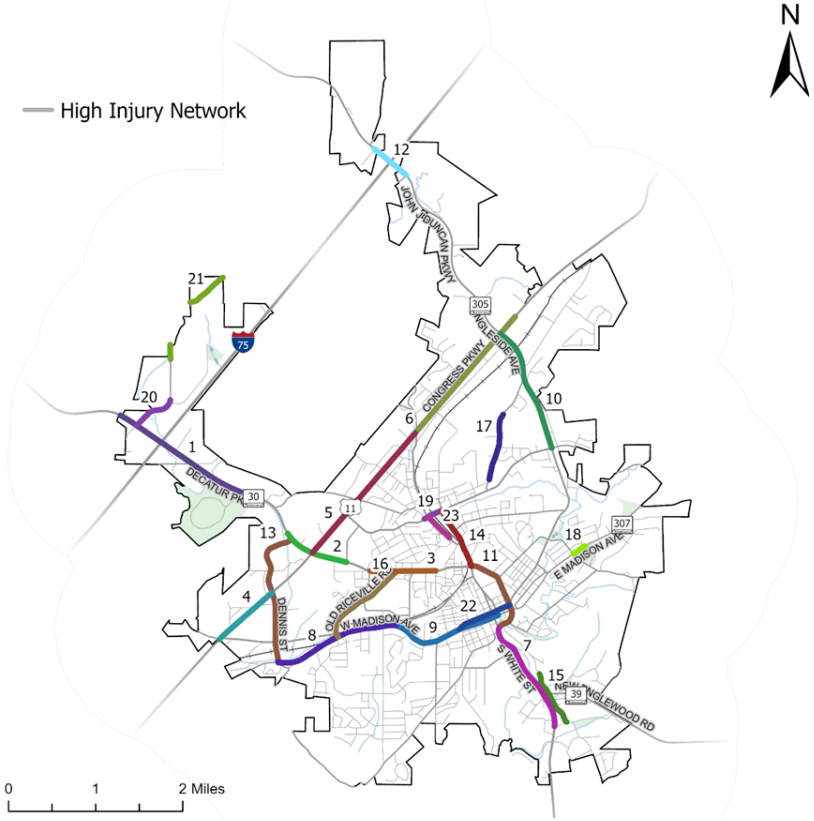
	Fatal and Serious	Vulnerable Road User	Segment Crash Rate	Equity
	Ranking Weight			
Assigned by Steering Committee Member	30	15	15	40
	40	20	20	20
	35	20	25	20
	40	25	10	25
	30	20	40	10
	40	22	30	8
	75	15	5	5
	40	30	10	20
	33	33	17	17
	30	30	30	10
	10	25	60	5
Average	***35%***	***25%***	***25%***	***15%***

Safe Streets Athens

SS4A Action Plan - Components

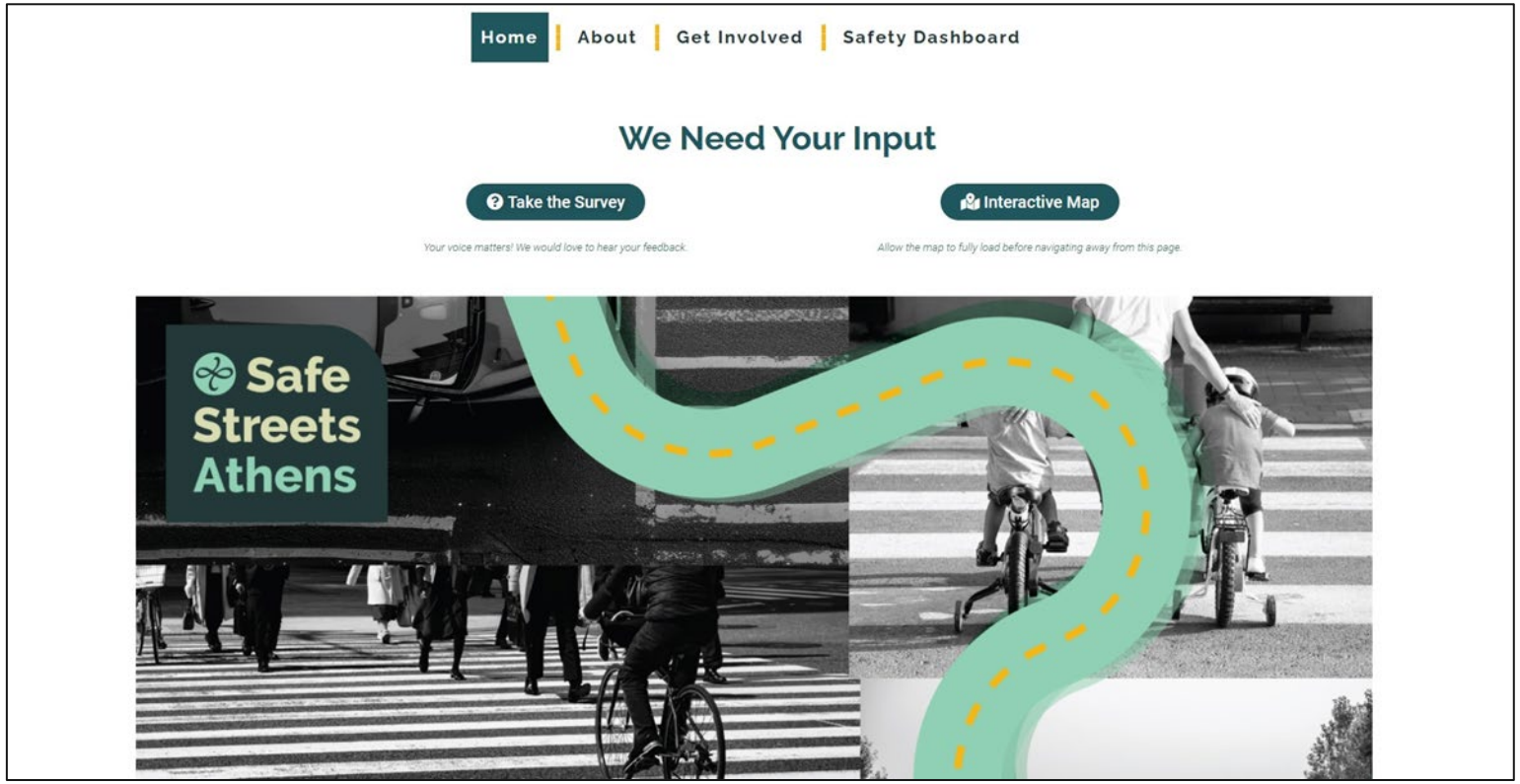
3. Safety Analysis ☑





SS4A Action Plan - Components

3. Engagement and Collaboration ☑



- Branding and Logo Development
- Steering Committee Meetings
- Social Media Presence
- Project Website
  - Online Survey
  - Online Interactive Map
- Community Pop-Up Events

SS4A Action Plan - Components

3. Engagement and Collaboration ☑

QR Code Cards & Social Media

Community Pop-Up Events

- Run to the Table 5K Race (9/21)
- Pumpkintown Festival (10/12)

SS4A Action Plan - Components

4. Engagement and Collaboration ☑

736
Website Pageviews

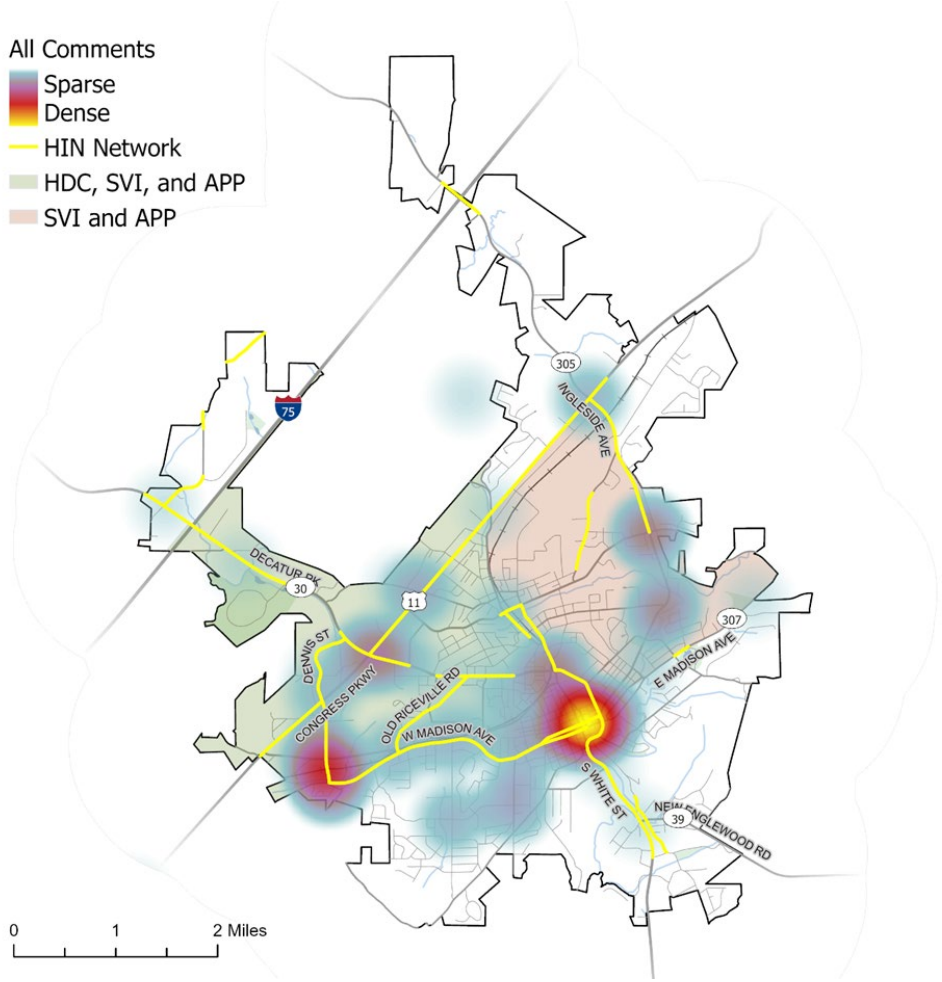
2
Community Pop-up

649
Website Sessions

124
Surveys Completed

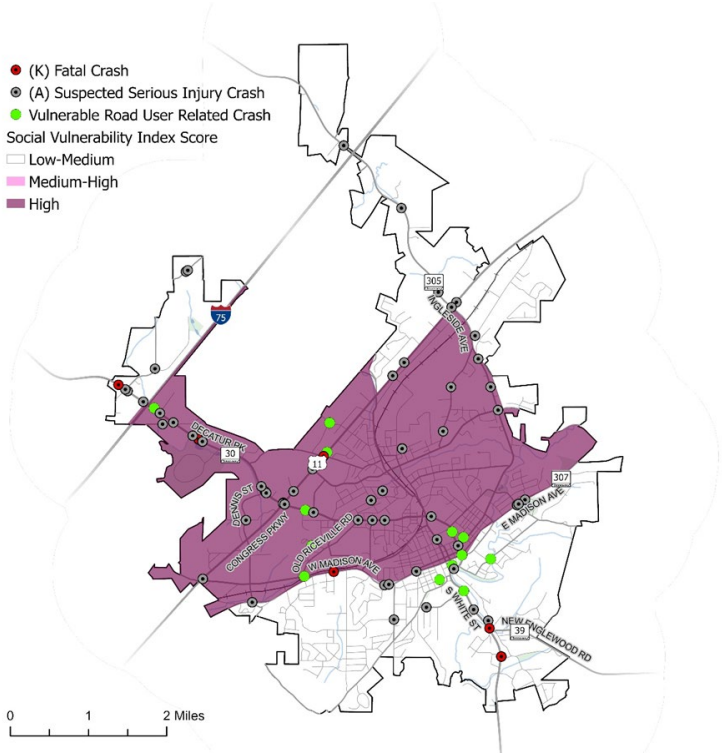
114
Location Specific Comments

Pavement Repairs
Roadway Design
Traffic
Pavement Marking/Signage
Lack of Infrastructure
Lane Adjustments
Safety
Bicycle/Ped Crossing

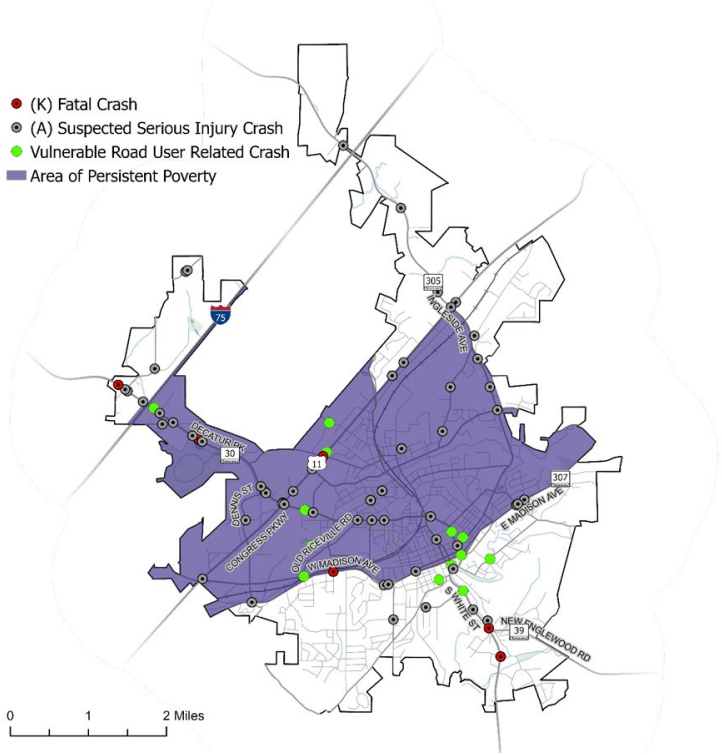


SS4A Action Plan - Components

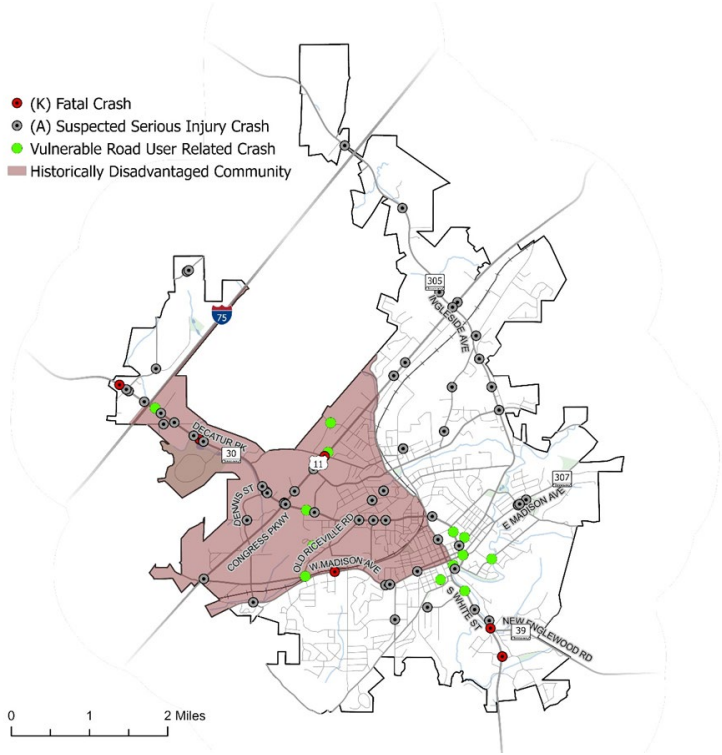
5. Equity Considerations ☑



Social Vulnerability Index Map



Areas of Persistent Poverty Map



Historically Disadvantaged Communities Map

SS4A Action Plan - Components

6. Policy and Process Changes ☑

- Reviewed 11 local plans:
  - Municipal Code, Titles 15 and 16
  - City of Athens Traffic Signal Specifications
  - New Structure Application Packet
  - City of Athens ADA Self Evaluation Plan
  - City of Athens Signal Timing and Operations Study, 2019
  - McMinn County ADA Self Evaluation and Transition Plan, 2019
  - Athens City Schools Traffic Impact Study (2017) and Update (2020)
  - Athens Experience Master Plan
  - Comprehensive 20-Year Land Use Plan
  - City of Athens Community Mobility Plan, 2021
  - Athens Bike and Pedestrian Mobility Plan, 2021
  - Athens Bike and Pedestrian Master Plan, 2023
- Identified their alignment with transportation safety
- Developed policy recommendations

Checklist	Plan	Corresponding City of Athens Plan
◐	**Complete Street Policy Guidelines**	City of Athens Community Mobility Plan, 2021
●	**ADA Transition Plan**	City of Athens, Tennessee ADA Self-Evaluation & Transition Plan
◐	**Multi-Modal Plan**	City of Athens Community Mobility Plan, 2021 ATHENS Bike & Pedestrian Master Plan 2023
○	**Traffic Impact Study Guidelines (with Safety)**	
●	**Comprehensive Plan**	Comprehensive 20-Year Land Use Plan, 2020
○	**Pavement Management Plan**	
●	**Driveway Permit Policy**	New Structure Application Packet
●	**Standard Street and Sidewalk Design Specifications**	
●	**Subdivision Regulations**	

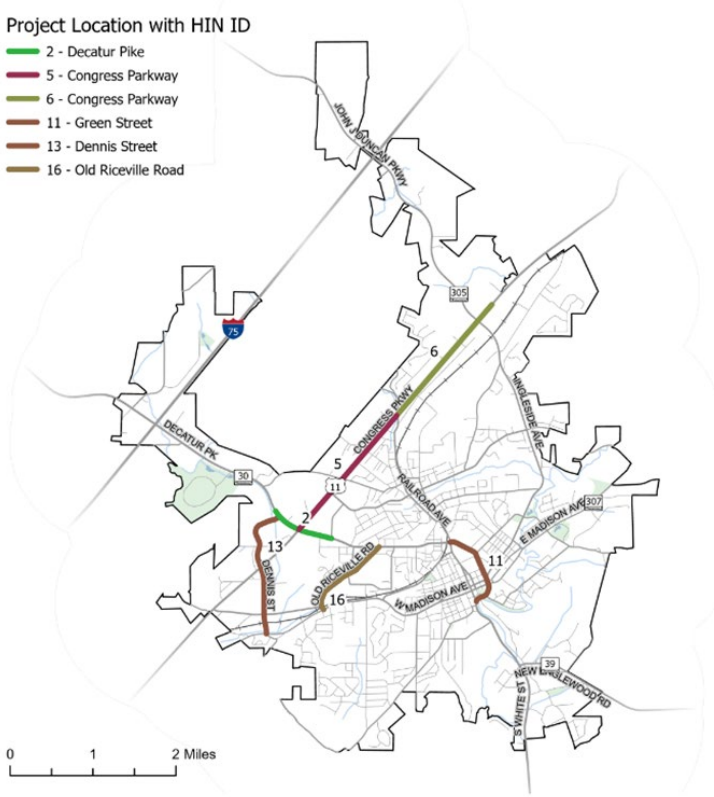
● = Has Plan ◐ = Mentioned in Other Plans ○ = Does Not Have Plan

SS4A Action Plan - Components

HIN ID	Road Name	From	To	Ownership	AADT	Equity	Crash Rate	K&A Crashes	VRU Crashes	Score (100 Max)
1	Decatur Pk (1)	City Limit	Regional Park Dr	TN	40,000	2.0	0.1	1.0	1.0	77
5	***Congress Pkwy (2)***	***Decatur Pk***	***Railroad Ave***	***US***	***15,000***	***2.0***	***0.3***	***0.9***	***0.3***	***61***
13	***Dennis St***	***W Madison Ave***	***Decatur Pk***	***Municipal***	***5,000***	***2.0***	***0.7***	***0.7***	***0.0***	***57***
2	***Decatur Pk (2)***	***W of Dennis St***	***Dupit St***	***TN***	***50,000***	***2.0***	***0.2***	***0.8***	***0.3***	***55***
16	***Old Riceville Rd***	***W Madison Ave***	***Decatur Pk***	***Municipal***	***1,200***	***2.0***	***1.0***	***0.1***	***0.3***	***52***
11	***Green St***	***Decatur Pk***	***S White St***	***TN***	***40,000***	***1.0***	***0.1***	***0.3***	***1.0***	***48***
6	***Congress Pkwy (3)***	***Railroad Ave***	***DG Parking Lot***	***US***	***10,000***	***1.0***	***0.2***	***0.7***	***0.3***	***45***
8	W Madison Ave (2)	Dennis St	Cook Dr	TN	6,000	2.0	0.6	0.3	0.0	42
10	Ingleside Ave	Tellico Ave	Congress Pkwy	TN	12,000	1.0	0.2	0.8	0.0	41
14	N Jackson St	Tellico Ave	Green St	Municipal	1,000	2.0	1.0	0.0	0.0	40
19	Tellico Ave	N Jackson St	Astrid St	Municipal	1,200	2.0	1.0	0.0	0.0	40
23	Railroad Ave	Royal Ave	Tellico Ave	Municipal	2,000	2.0	1.0	0.0	0.0	40
9	W Madison Ave (1)	Cook Dr	N White St	TN	7,000	2.0	0.3	0.4	0.0	39
22	Washington Ave	Green St	W Madison Ave	Municipal	5,000	2.0	0.8	0.1	0.0	38
18	TN SR-307	Forest Ave	Knox Park	TN	5,000	1.0	0.3	0.3	0.3	34
7	S White St	Green St	Ervin St	TN	45,000	0.0	0.1	0.3	0.7	30
15	S Jackson St	Wayne Rd	Ervin St	Municipal	1,200	0.0	1.0	0.1	0.0	29
3	Decatur Pk (3)	Maple St	Howard St	TN	40,000	2.0	0.1	0.3	0.0	29
20	Denso Dr	Private Brand Way	Decatur Pk	Municipal	5,000	0.0	0.5	0.3	0.0	24
4	Congress Pkwy (1)	City Limit	Dennis St	US	15,000	2.0	0.2	0.1	0.0	24
17	Hammer Hill Rd	Anton St	Jenkins Rd	Municipal	1,000	1.0	0.2	0.2	0.0	21
12	John Duncan Pkwy	CR 249	Holiday Inn Dr	TN	9,000	1.0	0.1	0.1	0.0	14
21	Denso Dr (include outside city)	City Limit	City Limit (from Out)	Municipal	1,000	0.0	0.2	0.2	0.0	12

SS4A Action Plan - Components

7. Project and Strategy Selection ☑



- Decatur Pike from west of Dennis Street to Dupit Street
- Old Riceville Road from West Madison Avenue to Decatur Pike
- Green Street from Decatur Pike to South White Street
- Congress Parkway from Decatur Pike to Railroad Avenue
- Dennis Street from West Madison Avenue to Decatur Piker
- Congress Parkway from Railroad Avenue to Dollar General Parking Lot

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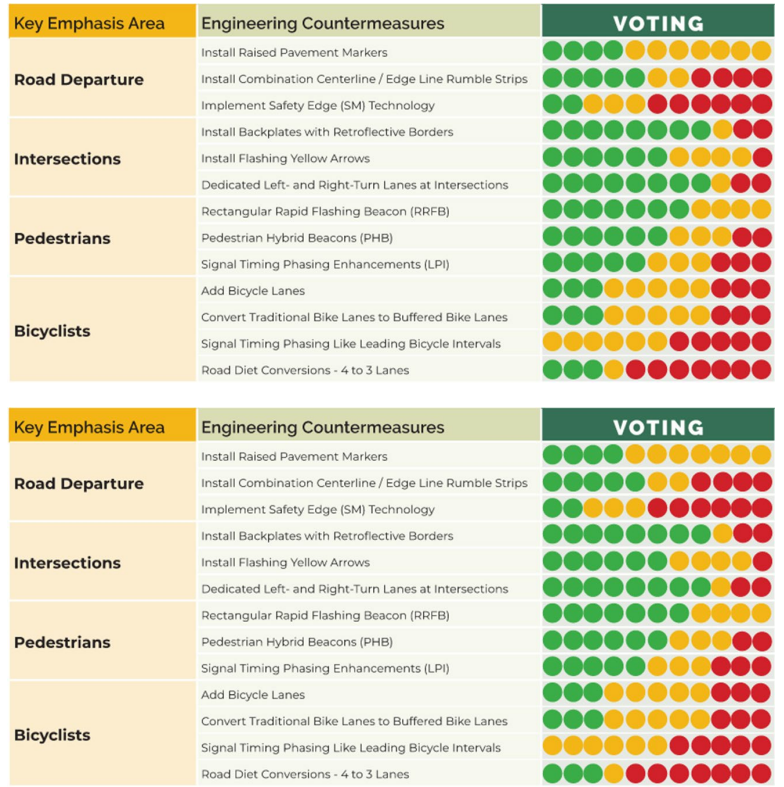
SS4A Action Plan - Components

7. Project and Strategy Selection ☑

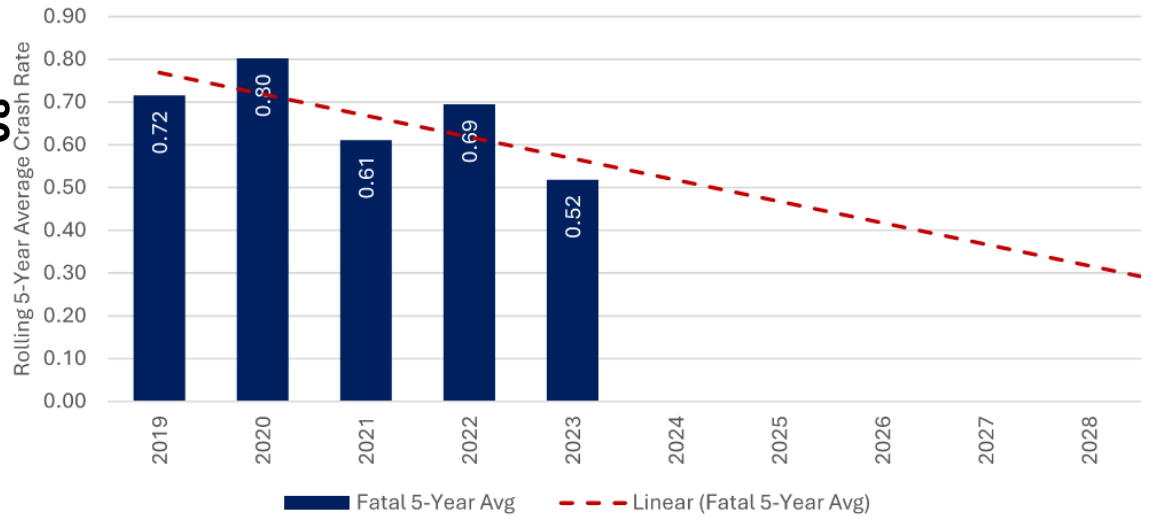
Contributing Factors Involved	City of Athens (2019 - 2023)				State of Tennessee (2019-2023)
	# of Fatal Crashes	# of Serious Injury Crashes	Total	% Fatal & Serious Injury Crashes	% Fatal & Serious Injury Crashes
All Severe Crashes	6	64	70	100.0%	100.0%
Roadway Departure	0	13	13	18.6%	41.6%
Intersections	2	29	31	44.3%	30.6%
Unrestrained Occupants	5	17	22	31.4%	19.0%
Senior Drivers (65+)	0	17	17	24.3%	19.5%
Teen Drivers (13-19)	0	13	13	18.6%	21.3%
Impaired Drivers	1	11	12	17.1%	15.8%
Inattentive, Distracted, and Drowsy Drivers	0	1	1	1.4%	9.5%
Aggressive Drivers / Speeding	1	11	12	17.1%	11.9%
Motorcycles	2	11	13	18.6%	14.0%
Large Trucks (Truck/Bus)	1	3	4	5.7%	5.8%
Pedestrians	2	4	6	8.6%	8.1%
Bicycles	0	2	2	2.9%	1.1%



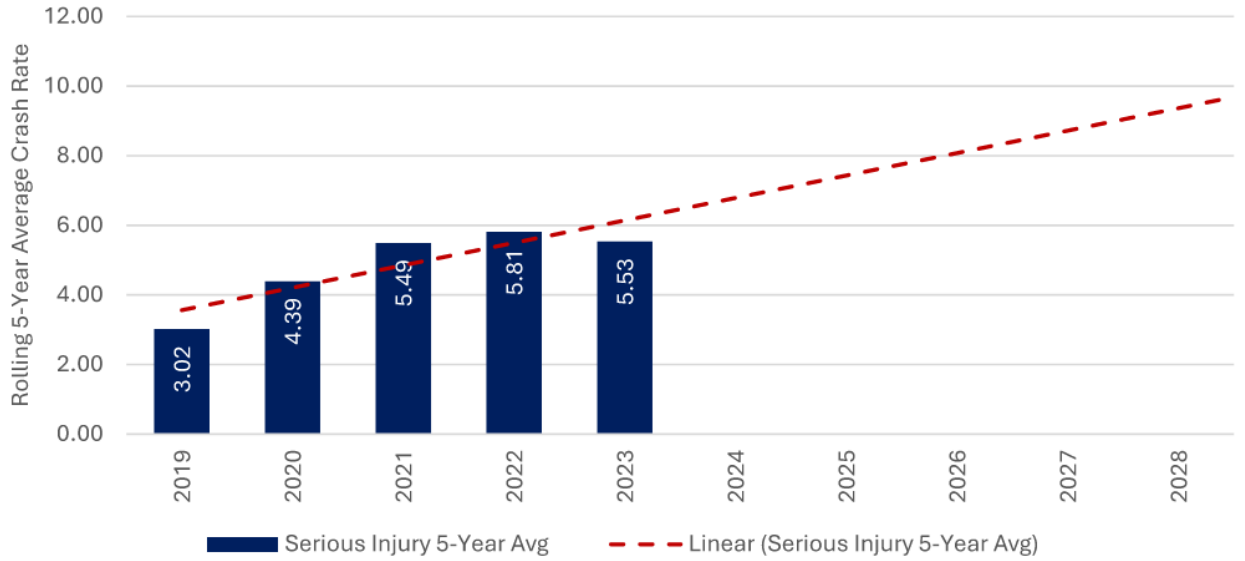
SS4A Action Plan - Components

1. Leadership Commitment and Goal Setting

Fatal Crash Rate Trend



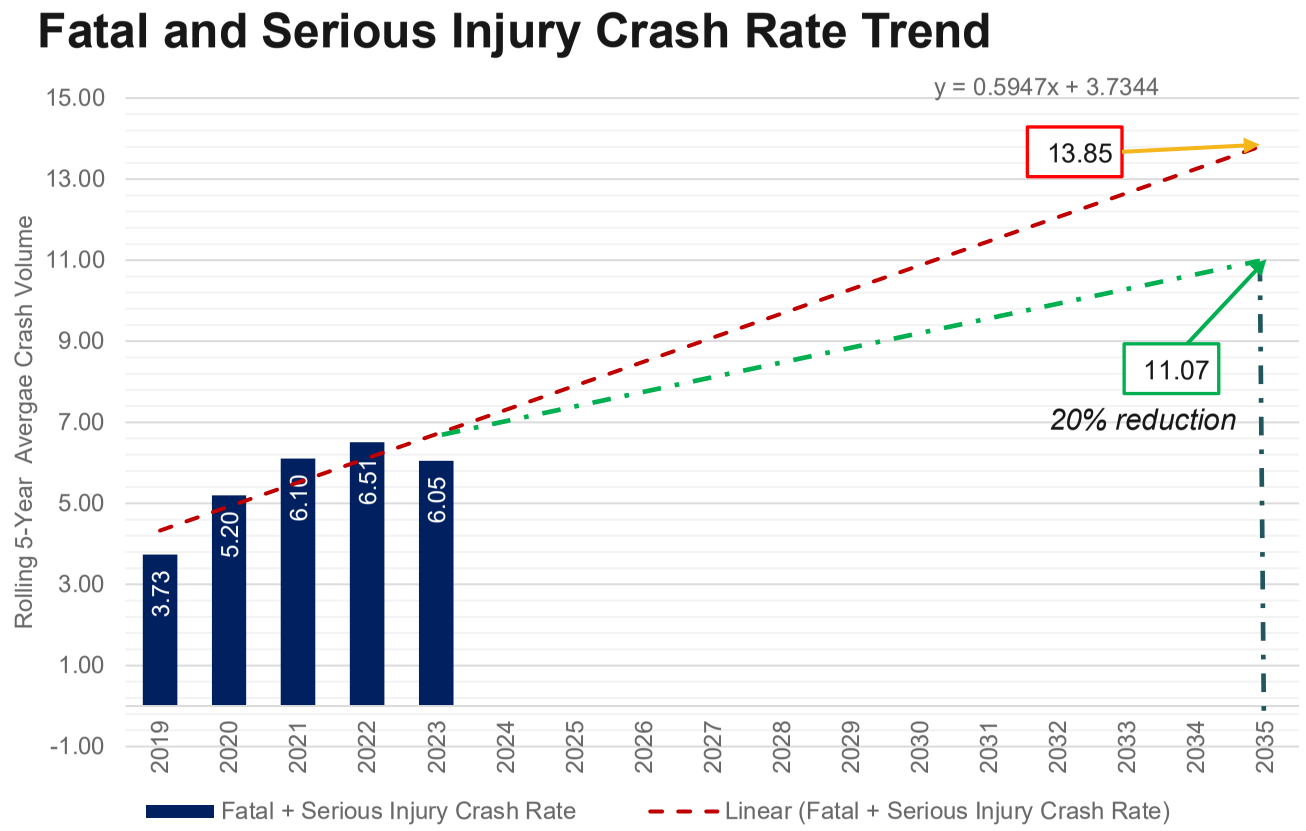
Serious Injury Crash Rate Trend



Five-year rolling average of fatal/serious injury crashes per 100 million vehicle miles traveled (VMT)

SS4A Action Plan - Components

1. Leadership Commitment and Goal Setting



Five-year rolling average of fatal/serious injury crashes per 100 million vehicle miles traveled (VMT)

The City of Athens commits to making progress toward the long-term goal of zero traffic deaths and serious injuries with an interim goal of a 20-percent reduction in fatal and serious injury crash rates by 2035 from the projected trend.

SS4A Action Plan - Components

1. Leadership Commitment and Goal Setting

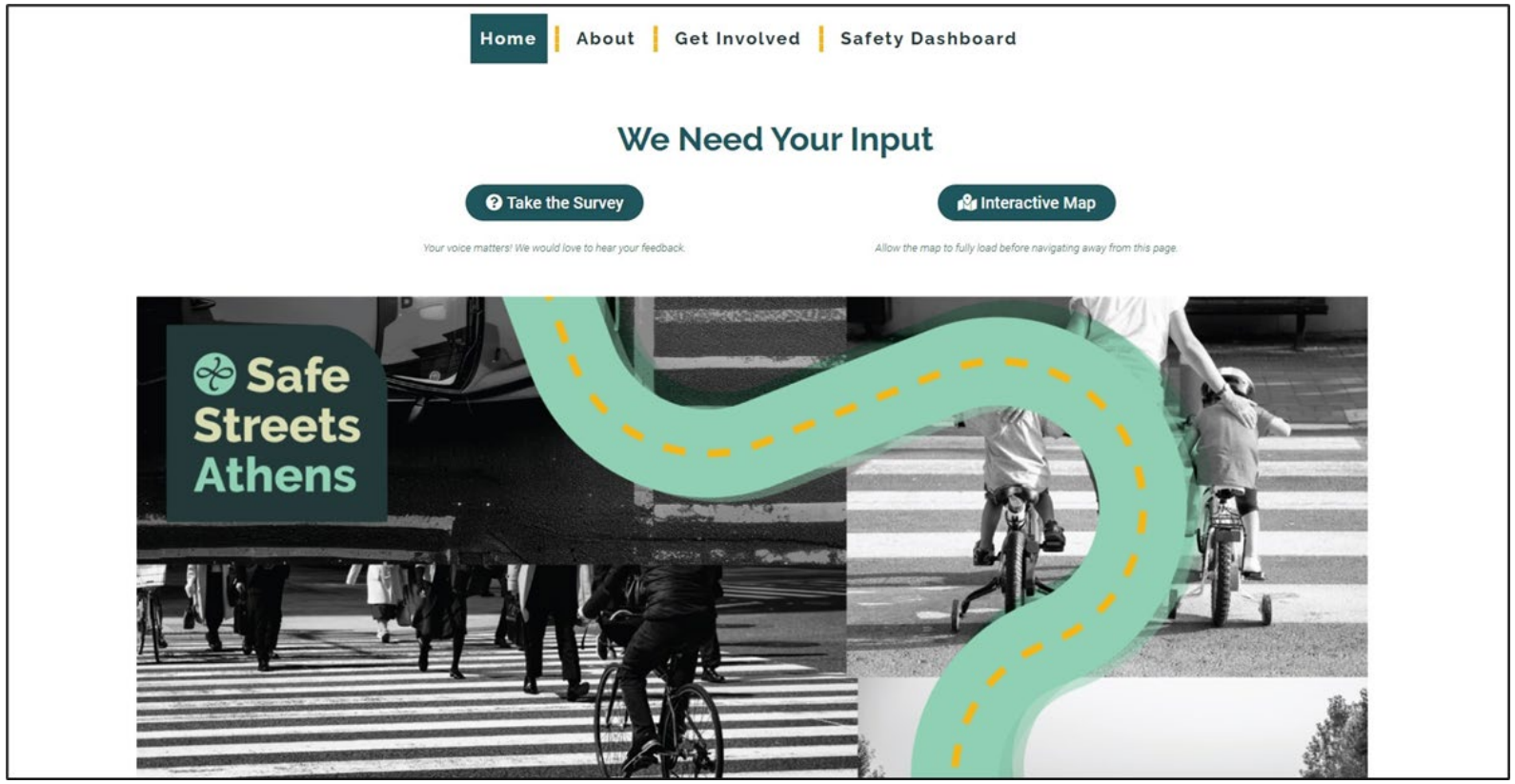
The City of Athens commits to making progress toward the long-term goal of zero traffic deaths and serious injuries with an interim goal of a 20-percent reduction in fatal and serious injury crash rates by 2035 from the projected trend.

SS4A Action Plan - Components

8. Progress and Transparency

The City of Athens SAP recommends a set of actions that will support the successful implementation and monitoring of the recommended projects and strategies.

- Task Force Implementation and Monitoring (Subset of the Steering Committee)
- Convene annually after the adoption of the Athens SAP to review the latest available crash data trends
- Public Posting of the Athens SAP
- Maintain and update the public with new crash data trends as well as accomplishments.



SS4A Action Plan – Next Steps

3/10 – City Council Workshop Presentation

3/13 – Submit Final Draft

3/18 – Safety Action Plan Adoption

Questions?


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

City of Athens Safety Action Plan

March 6th, 2025

OFFICE OF THE MAYOR

March 18, 2025

Dear Residents of Athens,

Ensuring the safety of our roadways is a top priority for our community. Our roads are essential for connecting us to work, school, healthcare, and leisure activities. It is our duty to make sure that these roads are safe for everyone.

From 2019 to 2023, Athens experienced 2,725 reported crashes on our roadways. Tragically, 6 of these crashes were fatal, and 64 resulted in serious injuries. These incidents are heartbreaking for the victims, their families, and our entire community. We believe that traffic fatalities and serious injuries are preventable, and we are dedicated to reducing and ultimately eliminating these occurrences.

To achieve this goal, we need to work together with community members, city departments, and advocacy groups. By collaborating, we can develop and implement programs, create ordinances, and establish infrastructure improvements that address common safety issues such as speeding or impaired driving. Through these collective efforts, we aim to eliminate preventable crashes and fatalities.

Our Comprehensive Safety Action Plan is a critical step toward this goal. This plan is based on available crash and public input data and provides actionable steps to improve safety on our roads. It is designed to benefit everyone in Athens, regardless of their income, location, race, or age.

The success of this plan depends on the support and participation of our community and partner agencies. Everyone has a role to play in making our roads safer. This Safety Action Plan will guide us on what actions to take first, what to do next, and how to track our progress.

We are just beginning this journey, but having a solid plan is essential for achieving our goals and preventing these tragedies. Thank you for your interest in roadway safety in Athens.

Sincerely,

Larry Eaton
Mayor

LARRY EATON
MAYOR

815 NORTH JACKSON STREET
ATHENS, TENNESSEE 37303

Special Thanks

We extend our sincere appreciation and gratitude to the residents, advocacy groups, stakeholders, and the public who assisted in the public surveys, meetings, and the entire planning process. The critical input guided the development of the Safety Action Plan and in turn will have a positive impact on the city.

City of Athens

Kevin Helms – Project Manager

Ben Burchfield – Public Works Director

Frank Clark – Communications Coordinator

Matt Siniard – Parks and Rec Director

Lt. Casey Patterson – Police Department

Chief Brandon Ainsworth – Fire Department

Anthony Casteel – Director of Community Development

Andrew Kimball – Athens City Schools

Linda Long – Community Member

Tennessee Department of Transportation

Landon Castleberry – TDOT Region II

McMinn County Schools

Joe Young – McMinn County High School

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Introduction

Alignment with SS4A

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary program to fund regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries involving motorists, pedestrians, and cyclists.

One of the initiatives funded by the SS4A program is the development of a Comprehensive Safety Action Plan. A SAP is a planning document that prioritizes safety improvements and justifies investment decisions. Having a formal plan will help the City of Athens communicate clearly with stakeholders and access funding opportunities under this program.

FIGURE 1: ALIGNMENT WITH SS4A

Document Organization

The City of Athens SAP is organized into the following Chapters:

- **Introduction**: Presents the project background, goals, and purpose of the SAP
- **Safety Analysis**: Provides an overview of citywide crash trends and explains how equity informed the SAP
- **Equity Considerations**: Identifying underserved communities through data and partner collaboration and analyzing population characteristics and equity impacts of proposed projects and strategies.
- **Engagement and Collaboration**: Provides a summary of the City's efforts to inform, consult, involve, collaborate with and empower the public in the development of this plan.
- **Strategies**: Describes potential engineering and driver-related countermeasures.
- **Policy and Process Changes**: Includes an assessment of current policies, plans, and standards to identify opportunities for prioritizing transportation safety, with implementing through adopting revised or new policies and guidelines.
- **Project Selection**: Includes criteria for prioritizing project and corridors, indicating where improvements should be implemented first.
- **Progress and Transparency**: Includes a description of measures the City will take over time to ensure transparency with stakeholders, including annual reporting on progress toward reducing roadway fatalities and serious injuries and posting the Action Plan online.

Purpose of the SAP

The Athens SAP provides a framework for identifying and prioritizing safety improvements that can be implemented. The SAP recommendations focus on transportation improvements that can be used to reduce fatal and suspected serious injury crashes guided by the principles established in the TN SHSP and through a systemic data analysis conducted specifically for the City of Athens.

This report serves as an SS4A Action Plan, aligning with the components required to apply for SS4A Implementation Grant funding. As such, the SAP involves a community-informed and data-driven approach to roadway safety, with commitment from City leadership to reducing roadway fatalities and suspected serious injuries.

Leadership Commitment and Goal Setting

The City of Athens' leadership commits to making progress toward the long-term goal of zero traffic deaths and serious injuries with an interim goal of a 20-percent reduction in fatal and serious injury crash rates (expressed in crashes per 100 million vehicle miles traveled [VMT]) by 2035 from the projected trend. **Figure 2** illustrates the five-year rolling averages of fatal/serious injury crash rates for the years 2019 to 2023. More detail is included in the **Crash Data Analysis** section of this document. The activities conducted during this study build upon the federal Safe System Approach, the TN SHSP, and City-specific data analysis findings and community feedback.

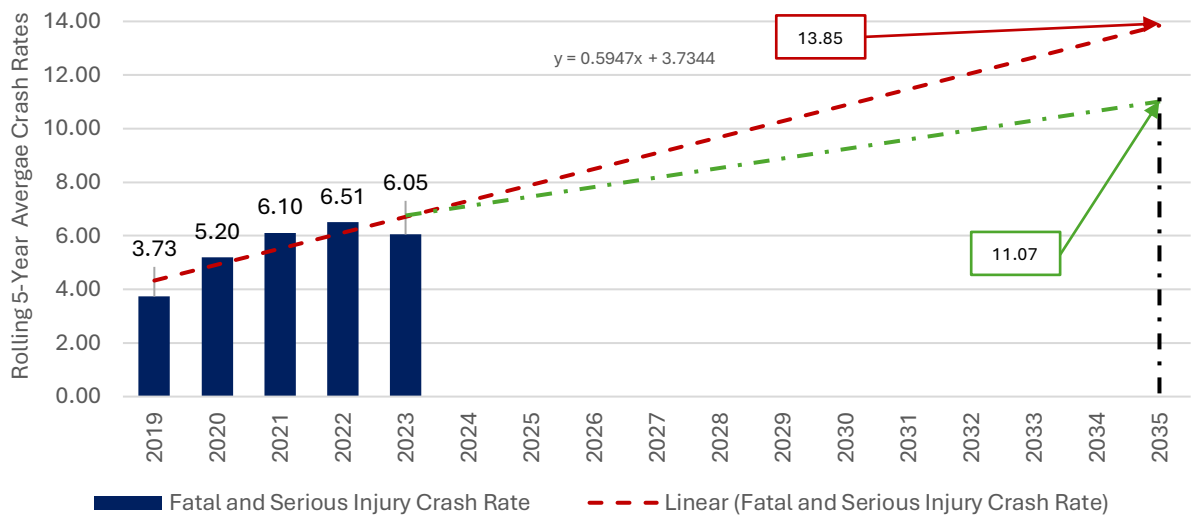


FIGURE 2: ATHENS FATAL AND SERIOUS INJURY CRASH RATE TREND

The Safe System Approach is the guiding paradigm of the USDOT regarding roadway safety (see **Figure 2**). It prioritizes the elimination of crashes that result in death or serious injury. This approach is a shift from the conventional safety approach in that it focuses on both human mistakes and human vulnerability and seeks to design a system with multiple layers of protection. See **Figure 3** for a comparison between the traditional approach versus Safe System Approach. This Safety Action Plan will integrate the Safe System Approach by analyzing the transportation system holistically and proposing solutions and strategies across the spectrum of principles that make up the Safe System Approach. Those principles are as follows:

- Deaths and Serious Injuries are Unacceptable
- Humans Make Mistakes
- Humans Are Vulnerable
- Responsibility is Shared
- Safety is Proactive
- Redundancy is Crucial

FIGURE 3: ELEMENTS OF THE SAFE SYSTEMS APPROACH (SOURCE: USDOT)

Traditional Approach	vs	Safe Systems Approach
Traffic Deaths and Serious Injuries are **Inevitable**		Traffic Deaths and Serious Injuries are **Preventable**
Improve human behavior		**Integrate** human error into approach
Individual responsibility		**Shared** responsibility
Prevent **Collisions**		Prevent **Fatal** and **Serious Injury Crashes**
React based on crash history		**Proactively** identify and address risks
Saving lives is **Expensive**		Saving lives is **Not Expensive**

FIGURE 4: TRADITIONAL APPROACH VS SAFE SYSTEMS APPROACH

Study Area

The City of Athens, located within McMinn County, Tennessee, encompasses approximately 13.98 square miles of land and is home to over 14,000 residents. Athens is home to Tennessee Wesleyan University and the site of the state's first railroad.

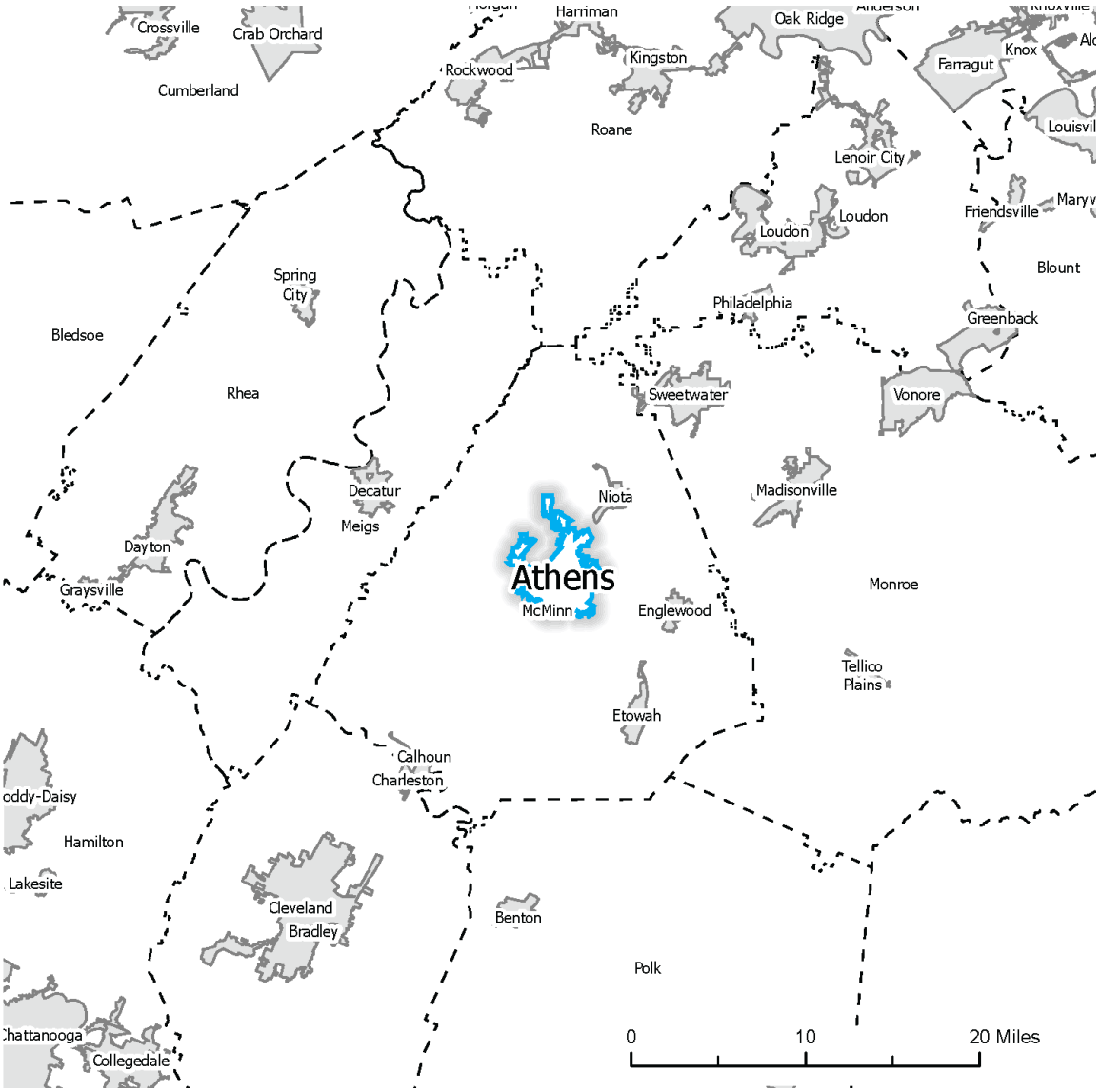


FIGURE 5: CITY OF ATHENS WITH SURROUNDING AREAS

History

The City of Athens, Tennessee, was established in 1822 on land obtained from William Lowry and Joseph Calloway. The town originally consisted of 35 acres bordering on the Eastnalle Creek, which was used as a source of waterpower for various mills. Athens is the county seat of McMinn County and is known as "The Friendly City". The city was laid out and chosen as the county seat in 1822, and by 1834, it had grown to over 500 residents.

Athens lies in the Tennessee River valley, between the Great Smoky Mountains to the east and the Cumberland Plateau to the west. The Hiwassee Railroad, chartered in the mid-1830s, began construction in 1837, although it faced delays and was completed in 1851. The name "Athens" was likely chosen due to perceived topographical similarities to Athens, Greece

Land Uses and Attractions

Athens, Tennessee, offers a diverse range of land uses and attractions that cater to both residents and visitors. The city features a mix of residential, commercial, and industrial zones, with areas dedicated to parks and recreational activities. Notable attractions include the Athens Regional Park, which provides ample space for outdoor activities and community events, and the McMinn County Living Heritage Museum, where visitors can explore the rich history of the region. Another key attraction is the Mayfield Dairy Farms, where visitors can enjoy fresh ice cream and learn about the dairy production process. The Eureka Trail is another popular spot, offering a scenic route for hiking, biking, and horseback riding along a historic rail line. Additionally, the downtown area boasts charming shops, local eateries, and historic buildings, making it a vibrant hub for social and cultural activities. Whether you're interested in exploring nature, learning about local history, or enjoying the local cuisine, Athens has something to offer for everyone.

Schools

There are five (5) schools located within the City of Athens, including two (2) elementary schools, one (1) middle school, one (1) high school, and one (1) combined (K-12) school.

- Athens Intermediate School
- Athens Primary School
- Athens Middle School
- McMinn County High School
- Christ’s Legacy Academy

Roadway Networks

The City of Athens is centered mainly around the intersection of US-11 (Congress Parkway) and SR-30 (Decatur Pike/Green Street/South White Street). Excluding I-75, US-11 is the highest volume roadway in Athens, experiencing over 12,000 vehicles per day. Athens is located at the midpoint of Knoxville and Chattanooga, roughly 60 miles from each of the cities when travelling I-75. Other prominent roadways in Athens include state routes TN-39 (New Englewood/West Madison Avenue), TN 305 (John J Duncan Parkway/Ingleside Avenue), and TN 307 (E Madison Avenue).

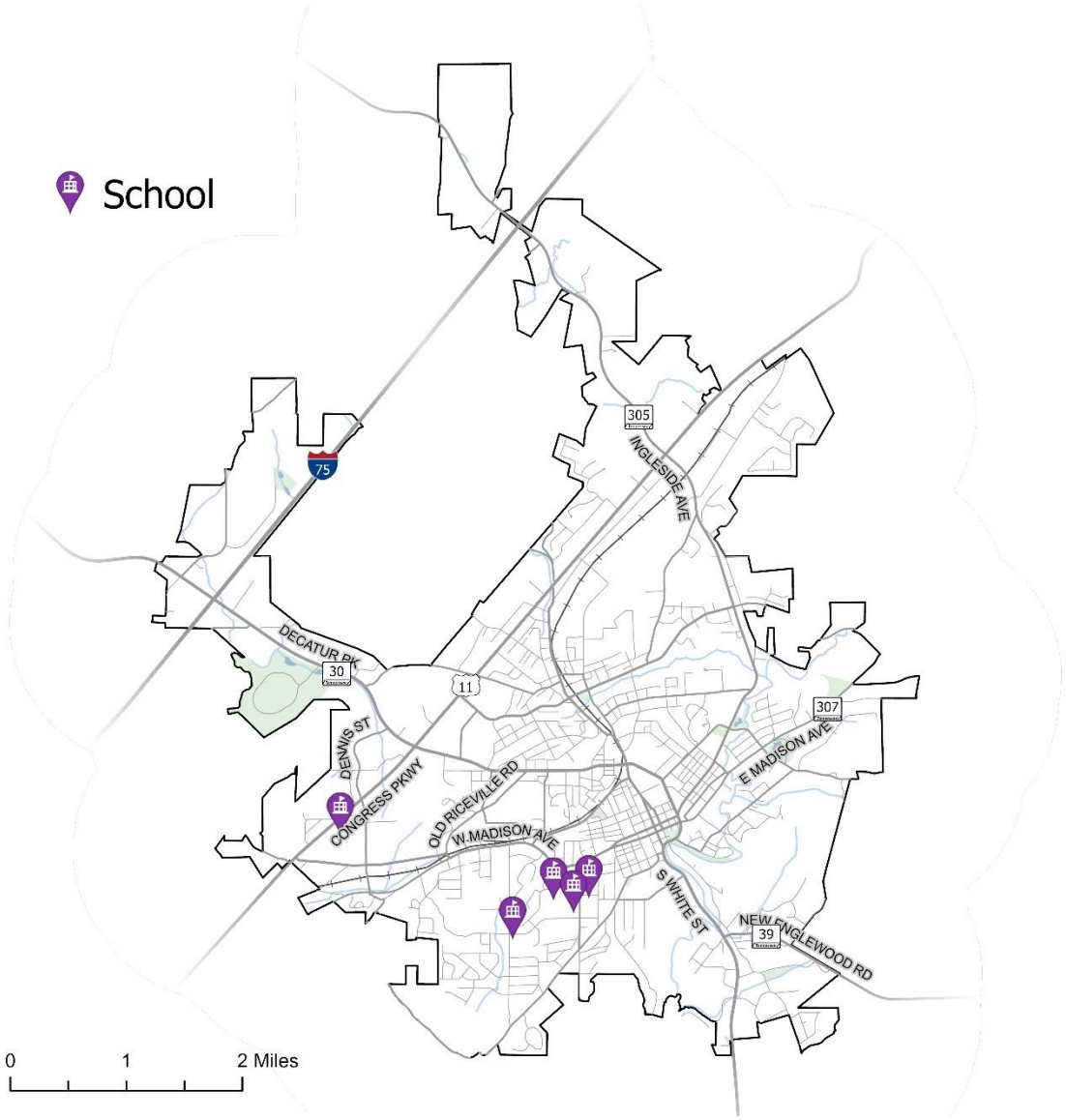


FIGURE 6: ROADWAY NETWORKS OF ATHENS

Safety Analysis

The safety analysis for the Athens SS4A Action Plan examined city-wide historical trends to understand crash locations, severities, and contributing factors. This section summarizes data sources, safety emphasis areas, city-wide crash trends, transportation equity considerations, and the identification of the high-injury network. The findings from this analysis informed the development of the engineering projects and strategies outlined in this plan.

KABCO Crash Severity: The KABCO scale measures the injury severity for any person involved in the crash and is defined as K for fatal injury, A for suspected serious injury, B for suspected minor injury, C for possible injury, and O for no apparent injury. From January 2019 to December 2023, there were 2725 reported crashes on roadways in the City of Athens, of which 70 resulted in fatalities or serious injuries.

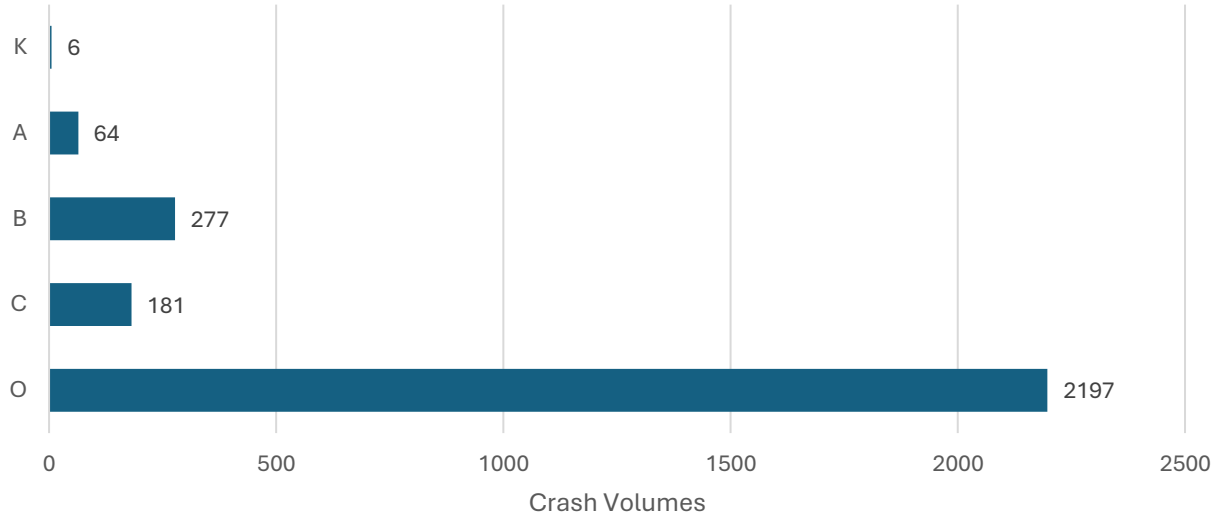


FIGURE 7: CRASHES IN ATHENS BY KABCO SCALE

Data Gathering

Historical data was obtained from the Tennessee Department of Transportation's AASHTOWare Safety for crashes reported from 2019 to 2023. These findings are intended to represent trends for the study area, and the absolute values may not match different statewide crash data reporting sources. The data was combined and cleaned at a high level to provide a more complete record of crashes within the City. This cleaning included filtering out interstate crashes, duplicate crashes, erroneous crash information, and geographically inaccurate crash data. The analysis also incorporated roadway ownership information and additional roadway characteristics (such as road type and signal locations) provided by TDOT.

Emphasis Areas

The Tennessee Department of Transportation, TDOT, are required to develop Strategic Highway Safety Plans under the Federal Highway Administration's (FHWA) direction to identify safety emphasis areas based on historical crash trends and severities. Crashes resulting in fatalities and suspected serious injuries were evaluated in the 2020-2024 Tennessee Strategic Highway Safety Plan (TN SHSP) to identify the top statewide safety emphasis areas. These analysis results help inform how transportation safety funding should be directed to reduce statewide fatal and serious injury crashes for all road users.

Table 1 shows a comparison of the City of Athens' fatal and serious injury crashes to statewide totals for crashes reported between 2019 and 2023. **Table 1** is formatted to emulate the emphasis areas documented in the TN SHSP and intends to highlight how the emphasis areas in Athens compare to statewide trends. Athens experienced higher percentages for several emphasis areas, including crashes at intersections, and involving unrestrained occupants, senior drivers, impaired and or aggressive drivers. Fatal and Serious Injury crashes involving motorcycles and pedestrians were also higher than the state average. It should be noted that individual crash events may be associated with more than one emphasis area. For example, a roadway departure crash could have involved an impaired young driver. As such, the values in the columns may not add to equal the exact totals. In **Table 1**, green shaded cells show which contributing factors were more prevalent in the City of Athens than the statewide data over the five-year study period while the blue shaded cells show which contributing factors were less prevalent in the City of Athens.

TABLE 1: CRASHES IN ATHENS BY CONTRIBUTING FACTORS

Category	Emphasis Areas	City of Athens (2019-2023)				State of Tennessee (2019-2023)			
		# of Fatal Crashes	# of Suspected Serious Injury Crashes	Total	% Fatal & Serious Injury Crashes	# of Fatal Crashes	# of Suspected Serious Injury Crashes	Total	% Fatal & Serious Injury Crashes
All Severe Crashes		6	64	70	100.0%	5344	25731	31075	100.0%
Roadway	Roadway Departure	0	13	13	18.6%	2892	10046	12938	41.6%
	Intersections	2	29	31	44.3%	1241	8267	9508	30.6%
Drivers	Unrestrained Occupants	5	17	22	31.4%	1659	4242	5901	19.0%
	Older Drivers (65+)	0	17	17	24.3%	1155	4893	6048	19.5%
	Teen Drivers (13-19)	0	13	13	18.6%	941	5673	6614	21.3%
	Impaired Drivers	1	11	12	17.1%	1418	3495	4913	15.8%
	Inattentive, Distracted, and Drowsy Drivers	0	1	1	1.4%	341	2609	2950	9.5%
	Aggressive Drivers / Speeding	1	11	12	17.1%	916	2770	3686	11.9%
Vehicles	Motorcycles	2	11	13	18.6%	782	3558	4340	14.0%
	Large Trucks (Truck/Bus)	1	3	4	5.7%	474	1331	1805	5.8%
Special Users	Pedestrians	2	4	6	8.6%	754	1753	2507	8.1%
	Bicycles	0	2	2	2.9%	49	286	335	1.1%

Crash Data Analysis

Table 2 summarizes crashes by KABCO Scale severity and year occurring on all roadways (excluding interstates) within the City of Athens.

TABLE 2: YEARLY CRASHES IN ATHENS BY KABCO SCALE

Year	Fatal Injury (K)	Suspected Serious Injury (A)	Suspected Minor Injury (B)	Possible Injury (C)	Property Damage Only (O)	Total
2019	1	5	86	14	489	595
2020	1	19	59	22	404	505
2021	2	17	39	53	414	524
2022	2	11	44	48	440	544
2023	0	12	49	44	450	555
Total	6	64	277	181	2197	2725
Percentage of All Crashes	0.22%	2.35%	10.17%	6.64%	80.62%	100%

For the purposes of this study, the data includes the total number of fatalities and serious injuries resulting from crashes within the analysis period. It's important to note that a single fatal crash can result in multiple fatalities, and similarly, a serious injury crash can lead to multiple serious injuries. Figures 9-11 provide the five-year rolling averages of fatal crash rates, serious injury crash rates, and fatal and serious injuries combined rates for the period of 2019-2023. The historic data points are considered to have a “good fit” with the fatality trend as all values fall along or are close to the projected trendline. As shown in Figures 9-11, the overall trend shows a decrease on vehicular fatalities, while serious injury crashes and VRU charts indicates an increase year over year.

Vehicle Miles Travelled

Vehicle Mile Traveled data was collected through the TDOT’s Highway Performance Monitoring System, organized by administrative systems, functional class, or county. From 2014 to 2023, McMinn County experienced approximately 1 percent growth in millions of vehicle miles traveled.

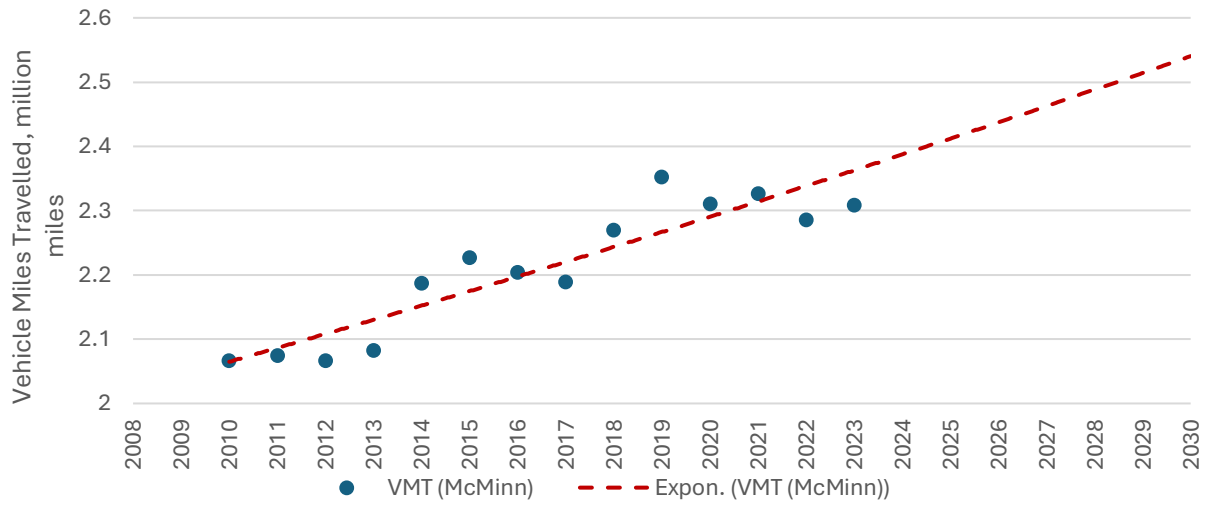


FIGURE 8: VEHICLE MILES TRAVELLED, MCMINN COUNTY

Fatal Crash Rates

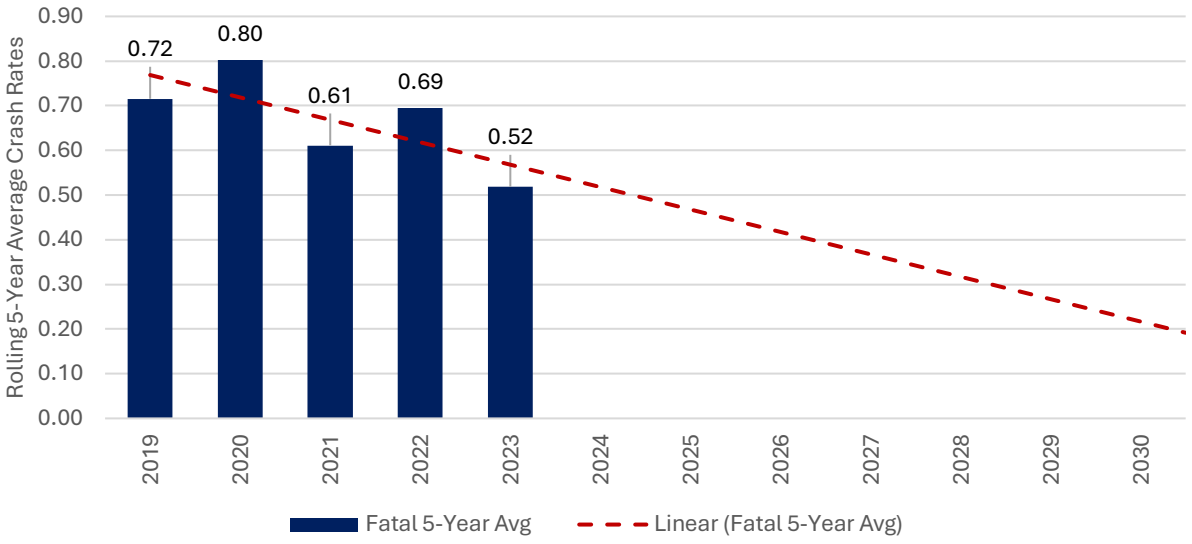


FIGURE 9: FATAL INJURIES: RATES

Serious Injury Crash Rates

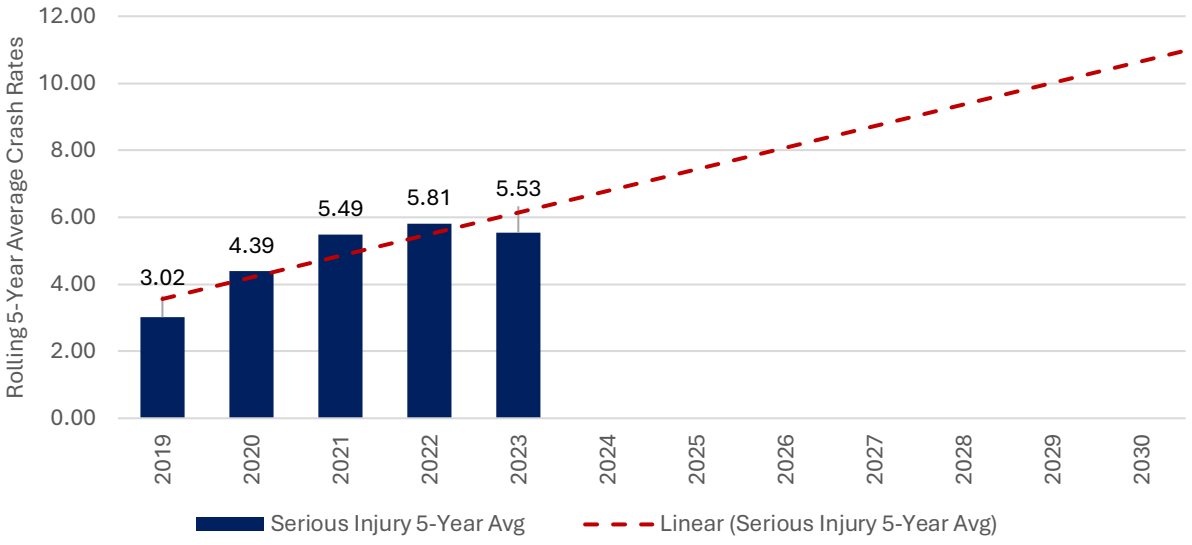


FIGURE 10: SERIOUS INJURIES: RATES

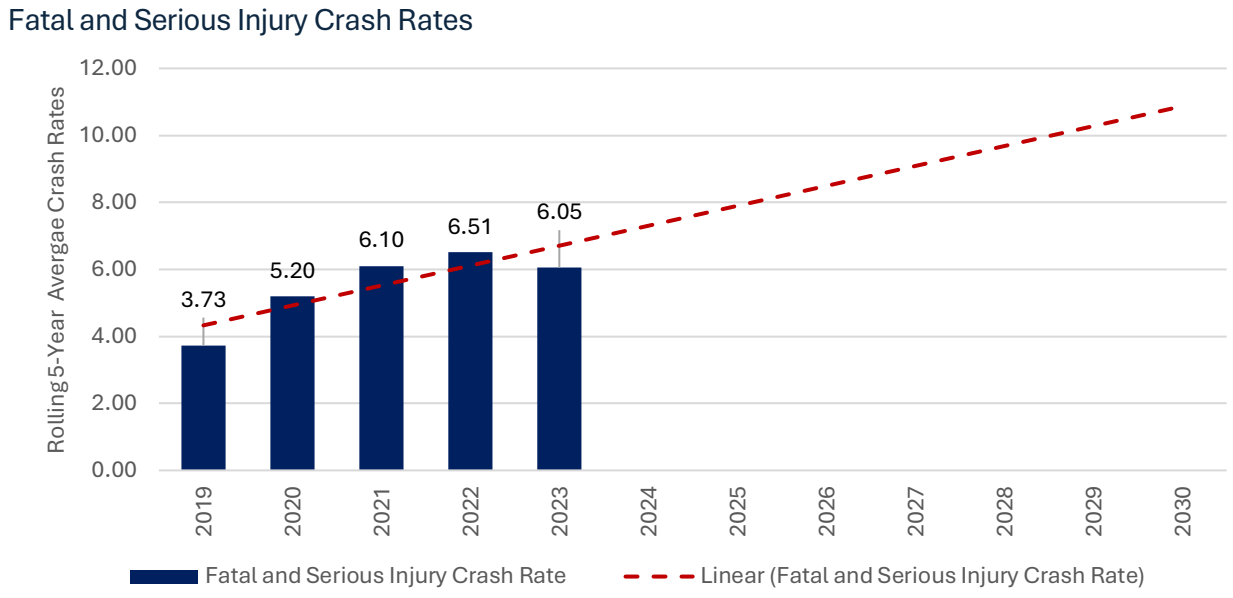


FIGURE 11: FIVE-YEAR ROLLING AVERAGE OF COMBINED FATAL AND SERIOUS INJURY CRASH RATES

Crash Density

Crash density is defined as the total number of crashes per unit of road length, commonly measured as crashes per mile. **Figure 12** displays a total crash density map, highlighting locations where fatal and suspected serious injury crashes occurred along the roadway network. The highest crash densities are typically observed at locations with higher traffic volumes, as this translates to more exposure and potential risk for all road users. The highest crash density is found near the intersection of Decatur Pike (TN-30) and Congress Parkway (US-11 and TN-02), both major thoroughfares in the city. Another area of high crash density is near the 'Five-Points Intersection' in the City's Downtown area.

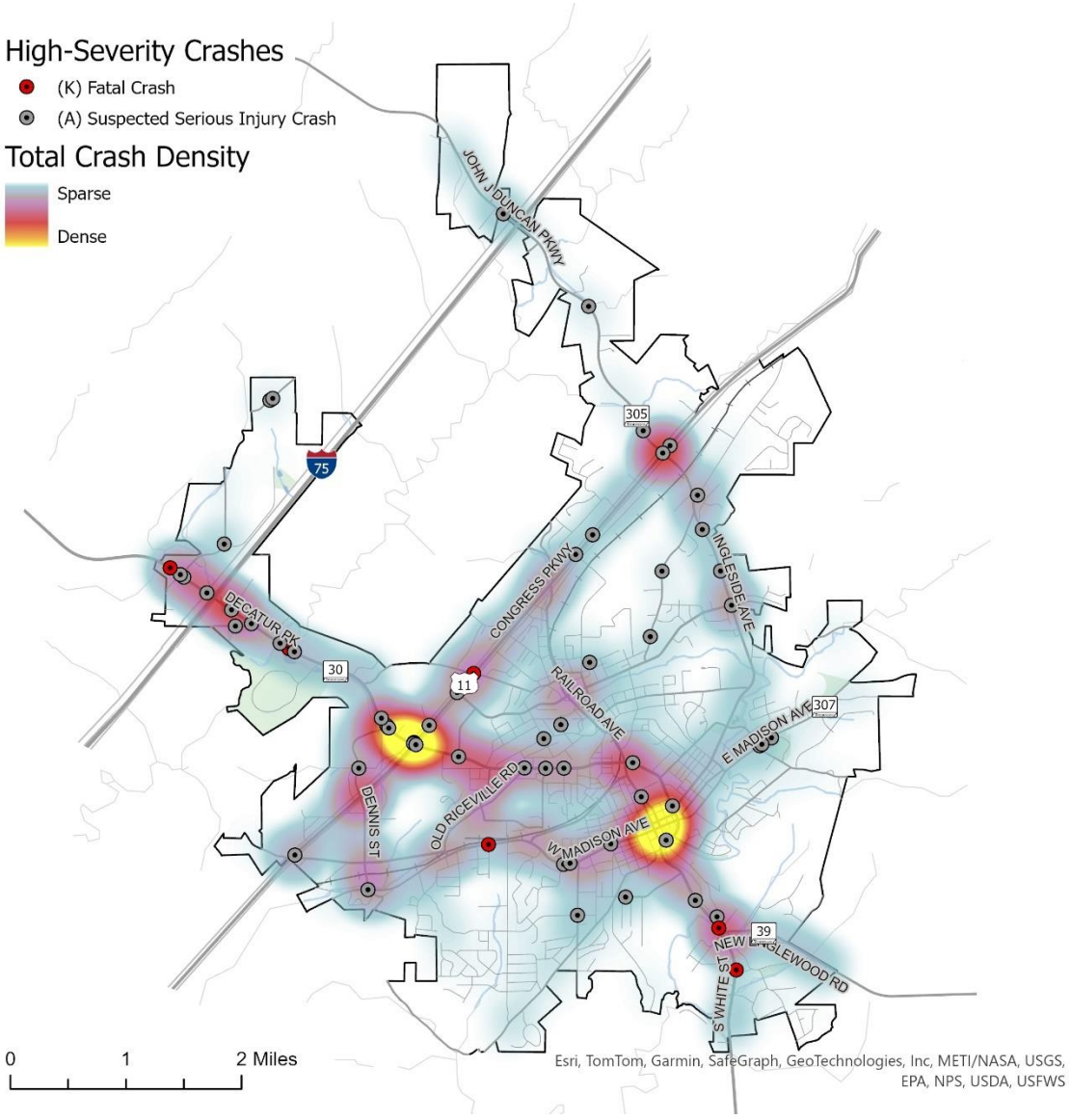


FIGURE 12: KA CRASHES WITH OVERALL HEATMAP

Crashes by Type

Crash type is indicated on crash reports submitted by law enforcement agencies. Angle crashes were the most common type over the study period, and they typically occur at intersections. They also tend to be more severe than many other crash types. Rear-end crashes were the second most common crash type, often occurring in congested traffic or when drivers are distracted. These types of crashes tend to be less severe because they often occur at lower speeds since they are also associated with more congested areas.

TABLE 3: CRASHES IN ATHENS BY TYPE

Type of Crash	2019	2020	2021	2022	2023	Total
Angle	187	160	153	169	171	**840**
Rear-end	160	146	172	136	135	**749**
No Collision with Vehicle	103	107	89	102	115	**516**
Sideswipe - Same Direction	39	26	41	33	65	**204**
Head-On	32	12	10	14	12	**80**
Sideswipe - Opposite Direction	13	10	13	13	10	**59**
Rear to Side	2	6	10	1	1	**20**
Rear to Rear	4	2	1	0	1	**8**
Other	55	36	36	77	45	**249**
Total	595	505	525	545	555	**2725**

Compared to statewide data, the City of Athens experienced a higher percentage of rear-end crashes and a lower percentage of crashes involving single vehicles (No Collision with Vehicle). This is largely due to the City of Athens exhibiting more urban characteristics than other areas within the state, resulting in more traffic congestion and driver conflicts. Single vehicle crashes often occur along curves and uninterrupted rural sections of roadways, which usually tends to be outside of a city's limits.

Compared to other urban areas within the State of Tennessee, Athens experienced a lower percentage of angle crashes, but a higher percentage of rear-end & NCMV crashes. Overall, the trend comparisons between the City of Athens and the State of Tennessee are relatively consistent, with the general order of crash types remaining consistent and no crash type experiencing more than a 2 percent difference.

Crashes by Lighting Conditions

Street lighting often serves as a safety countermeasure against nighttime crashes, and it can be a streetscaping asset if it fits the context of the community and built environment. Approximately 19 percent of crashes in Athens occurred during non-daylight conditions (I.e., Dark, Dark – Not Lighted, Dark – Lighted, Dusk, and Dawn) which is lower than the statewide average of 30 percent .

TABLE 4: CRASHES BY LIGHTING CONDITIONS

Lighting Condition	2019	2020	2021	2022	2023	Total
Daylight	420	367	405	390	415	**1997**
Dark - Lighted	90	63	58	68	50	**329**
Dark - Not Lighted	19	26	28	23	22	**118**
Dusk	7	11	4	4	11	**37**
Dawn	7	5	5	2	7	**26**
Other	52	33	25	58	50	**218**
Total	595	505	525	545	555	**2725**

Crashes by Road Surface Conditions

Pavement friction affects how vehicles interact with the roadway and directly influences the frequency of crashes. Wet pavement can further reduce traction and exacerbate the frequency and severity of vehicle crashes. Approximately 14 percent of crashes in Athens occurred during non-dry road surface conditions, which is lower than the statewide average of 17 percent over the same period.

TABLE 5: CRASHES BY ROADWAY SURFACE CONDITIONS

Surface Condition	2019	2020	2021	2022	2023	Total
Dry	455	383	433	431	438	**2140**
Wet	89	86	71	50	78	**374**
Snow	1	5	0	3	0	**9**
Ice	0	0	0	4	0	**4**
Other	50	31	21	57	39	**198**
Total	595	505	525	545	555	**2725**

High-Crash Segments

The total number of crashes at a location does not tell the whole story, as areas with a higher traffic volume are more likely to experience a greater absolute number of crashes. Furthermore, locations with high traffic volumes often experience congestion which may result in lower crash severities. Crash rate calculations account for the traffic volumes at specific locations to provide a more effective comparison between similar locations with safety concerns. The crash rates shown below are expressed as crashes per 100 million vehicle-miles of travel and were calculated in AASHTOWare using the FHWA Roadway Departure Safety manual methodology. The following tables summarize the top 10 city roadway segments and intersections, respectively, ranked by total crashes and crash rates. Identifying these segments and intersections was an important step toward defining the High-Injury Network, which is introduced in a later section.

TABLE 6: HIGH-CRASH SEGMENTS

ID	Segment (Milepost Length)	Length (miles)	Crashes	Rank by Crashes	Segment AADT	Crash Rate	Rank by Crash Rate
1	Decatur Pk (6.68-8.5)	1.82	108	1	19859	1.6	6
2	Congress Pkwy (8.59-13.47)	4.88	76	2	7303	1.2	8
3	Decatur Pk (8.7-9.32)	0.62	59	3	20909	2.5	3
4	New Englewood Rd (9.44-11.45)	2.01	52	4	6406	2.2	4
5	Sweetfield Valley Rd (0-3.06)	3.06	52	5	4452	2.1	5
6	Decatur Pk (6.51-6.58)	0.17	36	6	10579	10.7	1
7	S White St (10.9-11.65)	0.75	35	7	17309	1.5	7
8	Decatur Pk (8.5-8.7)	0.2	35	8	20909	4.6	2
9	Congress Pkwy (14.93-16.2)	1.27	32	9	12720	1.1	10
10	S White St (11.65-12.77)	1.12	28	10	11284	1.2	8

TABLE 7: HIGH-CRASH INTERSECTIONS

ID	Intersection	Crashes	Rank by Crashes	TEV	Crash Rate	Rank by Crash Rate
1	Decatur Pk at Congress Pkwy	99	1	27162	2.0	4
2	John J Duncan Pkwy at Congress Pkwy	79	2	20998	2.1	3
3	Decatur Pk at Dennis St	68	3	24311	1.5	5
4	Congress Pkwy at Dennis St	47	4	11755	2.2	2
5	Green St at N Jackson St	45	5	25493	1.3	6
6	Green St at E Madison Ave	37	6	21335	1.2	7
7	Decatur Pk at Holiday Dr	36	7	19859	0.5	10
8	Green St at S Jackson St	33	8	16699	1.1	8
9	Maple St at Old Riceville Rd	32	9	9943	2.8	1
10	New Englewood Rd at S White St	29	10	20284	0.8	9

Crashes Involving Vulnerable Users

Vulnerable road users (VRU) include pedestrians, cyclists, mobility device users (e.g., wheelchairs), and shared micromobility riders (e.g., e-scooter). VRUs are more exposed and at-risk in the event of a crash with motorists. Over 30 percent of crashes involving VRUs resulted in serious injuries or fatalities in Tennessee between 2019 to 2023[1]. Furthermore, fatal and serious injury pedestrian and cyclist crashes increased by over 44 percent and 18 percent, respectively, from 2018 to 2022. The City of Athens far exceeds that percentage, as over 37 percent of crashes involving vulnerable road users result in fatalities or serious injuries. In Athens, serious injuries were the most likely outcome of a VRU crash, at roughly 27 percent (9 percent fatal). The percentage for serious injuries exceeds other urban areas in the state by over 10 percent (20 percent statewide urban areas). The characteristics of roadways and their surrounding areas such as retail density, number of travel lanes, and roadway speed limits can pinpoint locations with potentially higher risk for VRUs.

FIGURE 13: CRASHES INVOLVING VULNERABLE ROAD USERS

[1] TDOT, Tennessee VRU Safety Assessment, 2023
https://www.tn.gov/content/dam/tn/tdot/strategic/TDOT%202023%20VRU%20Safety%20Assessment%20Final%20w%20Appendix%2011-15-2023.pdf

Identifying a High Injury Network

A High-Injury Network (HIN) was developed to identify the routes with the most fatal and serious injury crashes in the City of Athens. A HIN is a collection of corridors where a disproportionate number of these crashes occur, as well as corridors that may pose higher risks for all road users. Developing a HIN allows for the proper allocation of effort and funds towards specific areas of the City that need it most. While the HIN typically includes the major thoroughfares of a study area, the methodology used also allows for minor roads to be considered for improvements. Creating the HIN is a key step toward focusing resources in the right direction to develop projects that will help reduce fatal and serious injury crashes for all road users in the City of Athens.

Methodology

The HIN was identified by first evaluating segments along the City of Athens roadway network with the highest reported crash rates during the study period (2019-2023) using TDOT's AASHTOWare Safety Network Screening platform. Twenty-three high-crash-rate segments were identified at logical termini (i.e., municipal boundary, road name changes, or roadway characteristics such as number of lanes). **Figure 14** shows the HIN identified in the table.

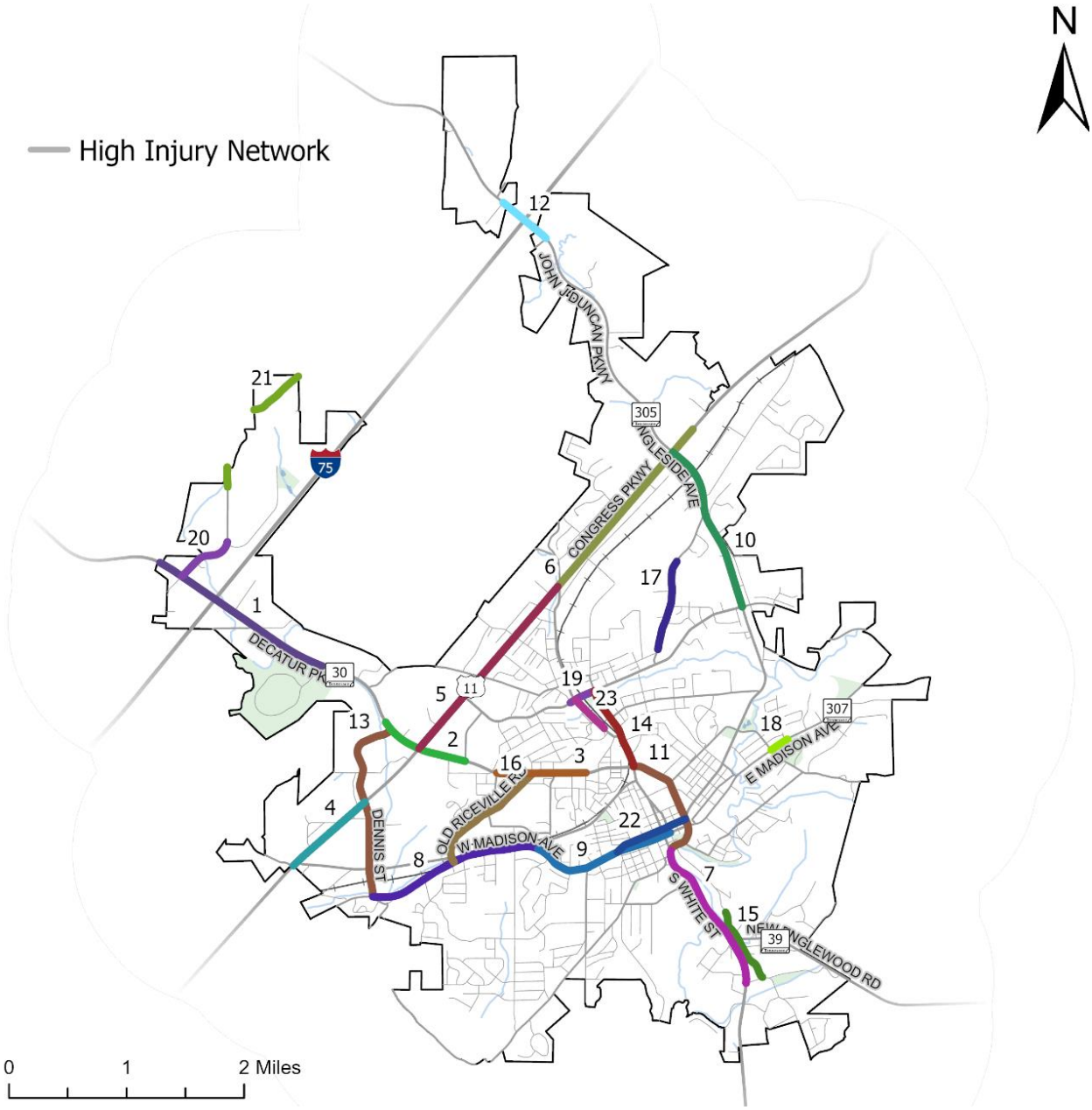


FIGURE 14: HIGH INJURY NETWORK

Equity Considerations

Equity considerations are integral to addressing the needs of disadvantaged communities or vulnerable populations. Three measures of equity were utilized in the City of Athens SAP process: the Centers for Disease Control (CDC) Social Vulnerability Index, Area of Persistent Poverty designation, and Historically Disadvantaged Community designation. Justice40 Interim Guidance defines these measures as follows:

- The CDC's Social Vulnerability Index uses a combination of socioeconomic factors, household characteristics, racial and ethnic minority status, and housing and transportation issues to rank the social vulnerability of each census tract across the City. Those falling in or above the Medium-High or High Vulnerability groups were considered tracts of concern in the Athens SAP.
- Areas of Persistent Poverty meet at least one of the following conditions:
    - The City in which the project is located consistently had greater than or equal to 20 percent of the population living in poverty in all three of the following datasets: (a) the 1990 decennial census; (b) the 2000 decennial census; and (c) the most recent (2021) Small Area Income Poverty Estimates; OR
    - The Census Tract in which the project is located has a poverty rate of at least 20 percent as measured by the 2014-2018 5-year data series available from the American Community Survey of the Bureau of the Census; OR
    - The project is in any territory or possession of the United States.
- Historically Disadvantaged Communities have been "marginalized by underinvestment and overburdened by pollution or include any Federally Recognized Tribe or Tribal entity, whether or not they have land". Note, the most recent downloadable geodatabase available (dated December 20, 2024) from the USDOT's Justice40 Initiative website included a list of census tracts considered by USDOT as Historically Disadvantaged Communities and Areas of Persistent Poverty in McMinn County.

The City of Athens SAP considered these three measures in developing project implementation prioritization as these geographic areas are representative of equity concerns. **Figure 15** describes the demographics of Athens, while Figures 16-18 show areas of equity consideration. Disadvantaged communities and vulnerable populations in the City of Athens generally follows Decatur Pike and Congress Parkway or are in the center of the City.

The public and stakeholder involvement activities which were part of the City of Athens SAP were done in person and virtually to be inclusive and representative of a broad cross-section of City's residents.

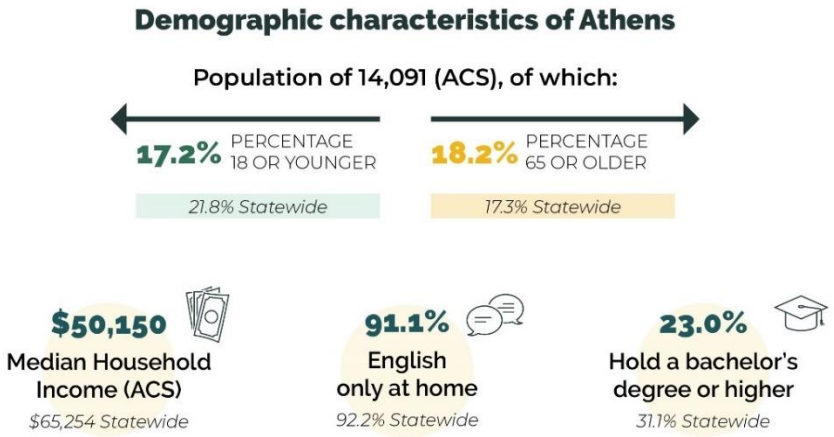


FIGURE 15: DEMOGRAPHICS OF ATHENS

Social Vulnerability Index

The Centers for Disease Control and Prevention (CDC) developed the Social Vulnerability Index (SVI)[2] tool that considers four overall categories of vulnerability: Socioeconomic Status, Household Characteristics, Racial & Ethnic Minority Status, and Housing Type & Transportation. Between these four categories, 159 individual sub-categories are scaled and calculated to form an overall index score, ranging from 0 to 1 (where an index value of 1 is defined as the most socially vulnerable). Of the 70 KA crashes occurring in Athens, 45 crashes were found to have occurred in areas of high social vulnerability. These numbers represent approximately 65 percent of all total fatalities or suspected serious injury crashes within the City for the period between 2019 and 2023.

FIGURE 16: SOCIAL VULNERABILITY INDEX MAP

[2] CDC/ATSDR SVI, https://www.atsdr.cdc.gov/placeandhealth/svi/index.html

Areas of Persistent Poverty

Of the 2,725 crashes occurring in Athens, 1,905 were found to have occurred in areas of persistent poverty, with 45 resulting in a fatality or suspected serious injury. These numbers represent approximately 65 percent of all total fatalities or suspected serious injury crashes within the City for the period between 2019 and 2023.

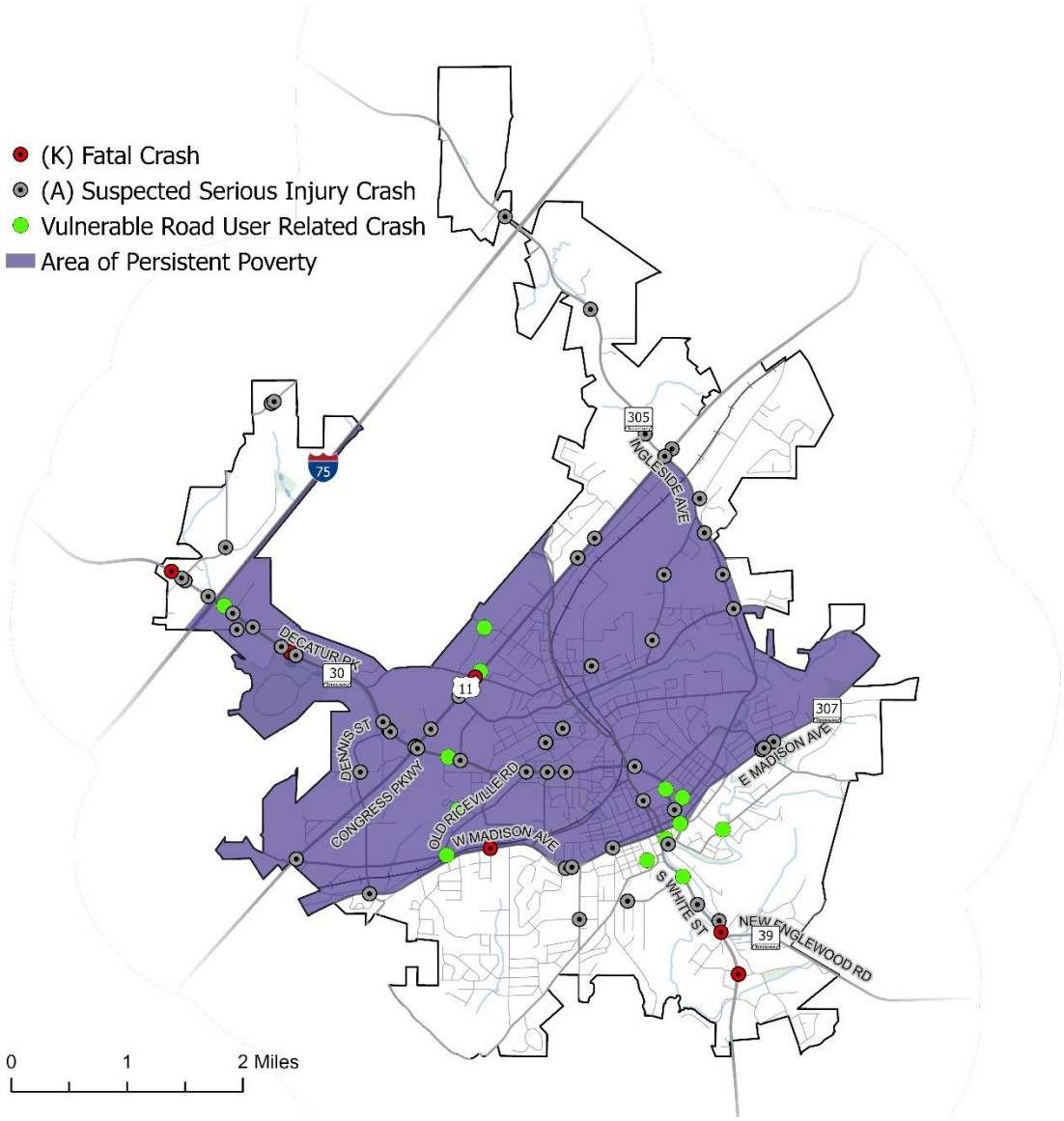


FIGURE 17: AREAS OF PERSISTENT POVERTY MAP

Historically Disadvantaged Communities

The Climate and Economic Justice Screening Tool highlights disadvantaged census tracts nationwide. A community is considered disadvantaged if it is located within a census tract that meets the threshold for one or more environmental, climate, or other burdens, and at least two associated socioeconomic burdens. Of the 2,725 crashes that took place in Athens during the study period, 1,399 occurred in areas determined by the USDOT to be labeled as a Historically Disadvantaged Community, with 28 resulting in a fatality or suspected serious injury. Those numbers represent approximately 40 percent of all total fatalities or suspected serious injury crashes within the City, for the period between 2019 and 2023.

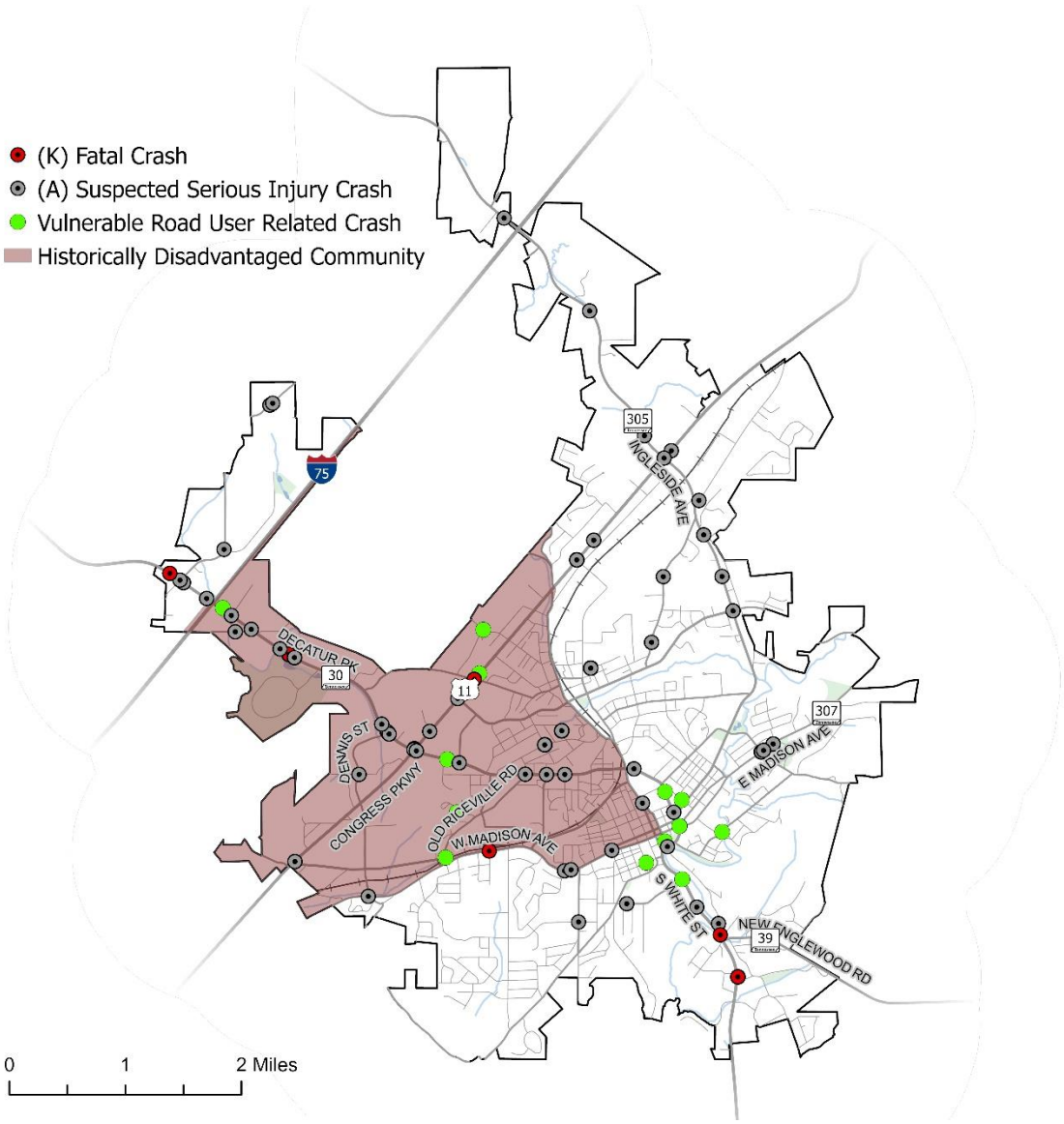


FIGURE 18: HISTORICALLY DISADVANTAGED COMMUNITIES MAP

Engagement and Collaboration

Introduction

Public Outreach and Engagement plays a crucial role in collecting valuable insight into what community residents encounter daily while travelling routes in the study area, whether it is by car, bike, foot or bus. During the study, multiple opportunities for participation and input were offered to community stakeholders. This included in-person events, targeted e-mail outreach, social media postings and a dedicated project website to gather and record public input as well as providing for the dissemination of information regarding the SS4A Grant Program. Through this variety of methods to gather input, it was intended to capture feedback from all residents, especially those that are traditionally underserved population.

Following the kick-off meeting in July 2024, the following engagement schedule was utilized:

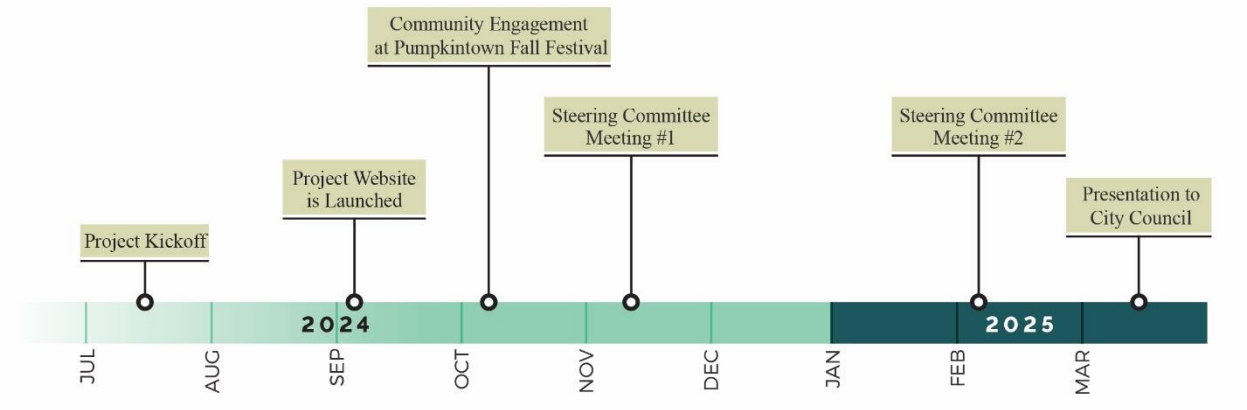


FIGURE 19: ENGAGEMENT AND COLLABORATION SCHEDULE

Formation of a Steering Committee (Planning Structure)

To help guide the study, a Steering Committee of City representatives with a two-fold role was created. First, to provide local, informed input regarding current conditions and opportunities for improvement in Athens. Secondly the members of the Steering Committee were to act as outreach conduits to the community. Many times, during the public engagement phase, the City and members of the Steering committee encouraged residents to get involved and provide input through direct e-mail communications, social media blasts or direct communication to groups in the community. The work of this committee is in large part responsible for the success of the public outreach portion of this study.

Project Website

To facilitate the dissemination of crash related information as well as to provide a portal for input and information gathering from community stakeholders, a project specific website was created, http://safestreetsathens.com. Within the website, users could find information on what a Safety Action Plan is, how it can benefit the community, and how they can participate by providing input. This site yielded 736 individual page views.

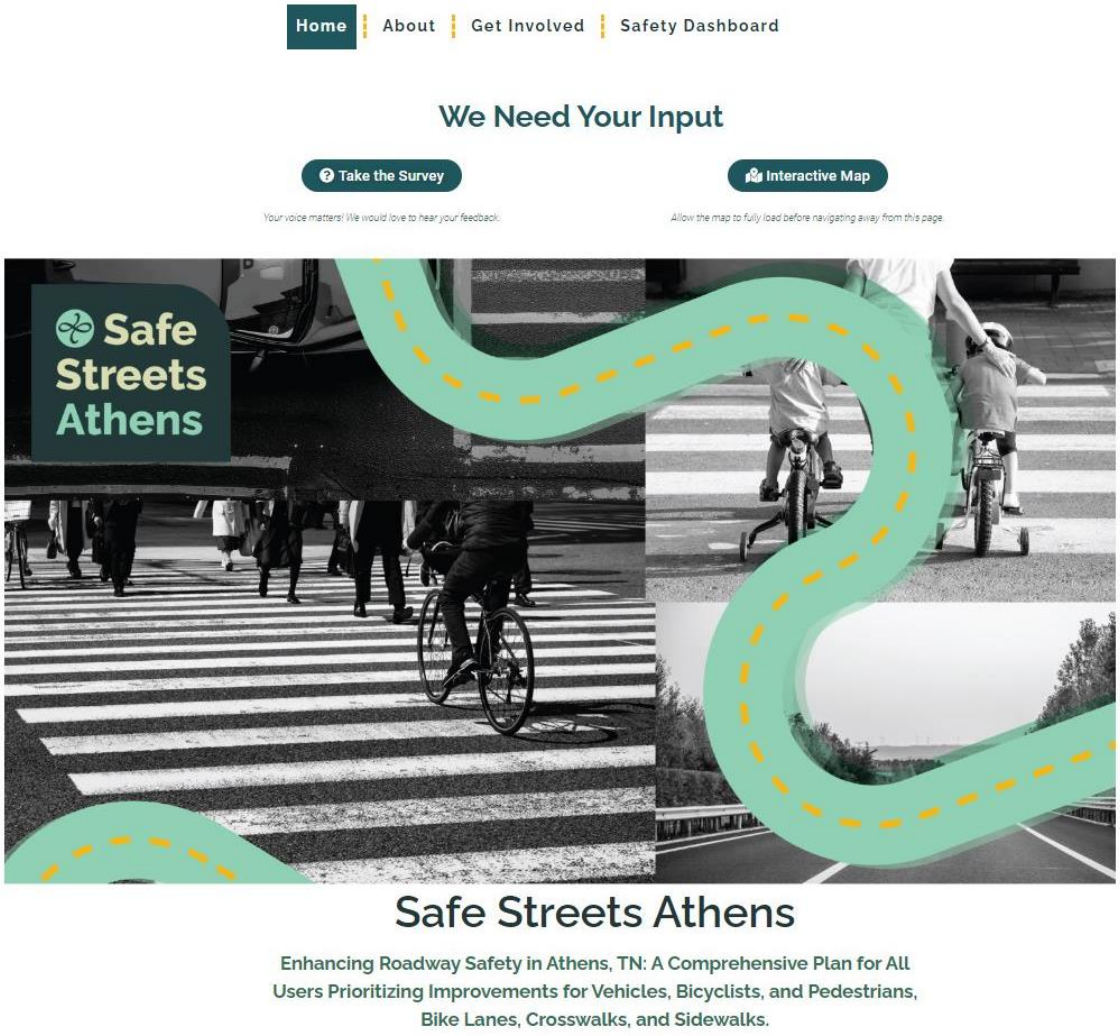
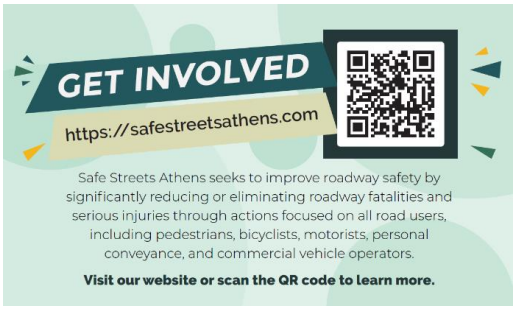


FIGURE 20: CITY OF ATHENS SAP WEBSITE

Public Outreach

In September and October of 2024, members of the team attended the Run to the Table 5k Race and Pumpkintown Festival to inform residents about the new Safety Action Plan aimed at enhancing local safety measures. At both events, our team provided detailed information on the plan's objectives and implementation strategies. To ensure inclusive community engagement, QR codes were made available, allowing attendees to easily access the plan's website and complete an online survey to share their feedback and suggestions. These initiatives were a collaborative effort to create a safer environment for all Athens residents through proactive public involvement, which overlapped with areas of persistent poverty and a high social vulnerability index.



Public Engagement Process (Online Engagement)

Public notification of the on-line survey and interactive map was achieved through a combination of tools as outlined in this section, each intended to drive traffic to and through the project website for ease of data collection and dissemination of project information.

Online Survey

In addition to providing a broad range of safety information, the website hosted two key participation avenues. The first was an on-line survey that focused on user demographics and concerns. A total of 124 participants completed the on-line survey, providing input and background data, ranging from travel related characteristics and demographic information to specific safety concerns. Embedded within the survey were open ended questions that served to measure participant sentiment, which resulted in a broad range of inputs as shown below.

FIGURE 21: ONLINE SURVEY INPUT BY IMPROVEMENT CATEGORY

FIGURE 22: ONLINE SURVEY IMPROVEMENT-RELATED PUBLIC COMMENTS

Multimodal infrastructure and safer crossings were mentioned frequently along with desires for traffic enforcement. Additionally, people were concerned about speeding. The data gathered from the on-line survey as well as individual comments provided were shared with the Steering Committee as part of their review and ranking of projects during a steering committee meeting.

Interactive Map

The second avenue for interactive input via the website was an interactive map that allowed users to identify concerns related to vehicle, pedestrian and bike safety as well as general concerns. This map allowed the users to drop 'pins' at specific locations where they had or have experienced safety related concerns.

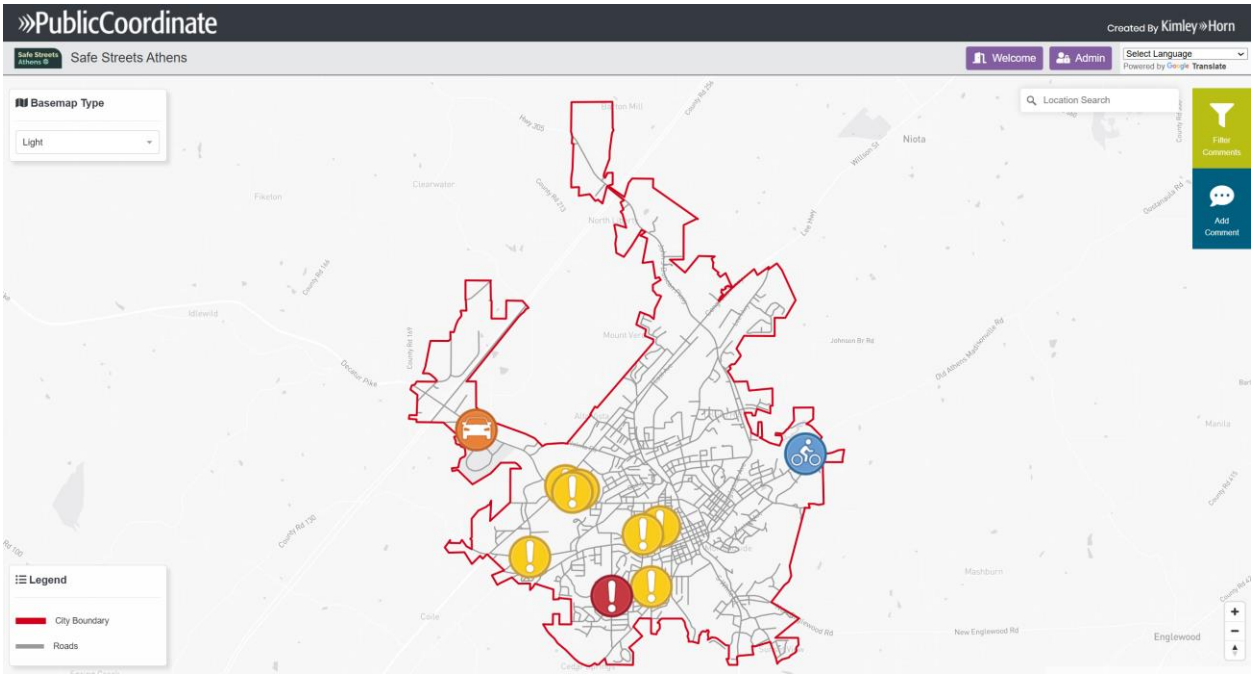


FIGURE 23: RESULTS FROM INTERACTIVE MAP

This map provided 10 separate comments or replies to comments in the categories of pedestrian, near crash, mobility, driver, and bicyclist. Individual comments were analyzed and placed in descriptive categories for review by the Steering Committee as part of their considerations in project ranking. Below, a word cloud summarized many of the comments received via the interactive map.

FIGURE 24: INTERACTIVE MAP INPUT BY IMPROVEMENT CATEGORY

FIGURE 25: INTERACTIVE MAP IMPROVEMENT-RELATED PUBLIC COMMENTS

Public Outreach and Engagement Summary

Throughout the course of this study, thousands of community members were reached across a variety of events and platforms as described above. This resulted in a robust response with 736 pageviews being logged on the project website. Additional engagement metrics are shown below.

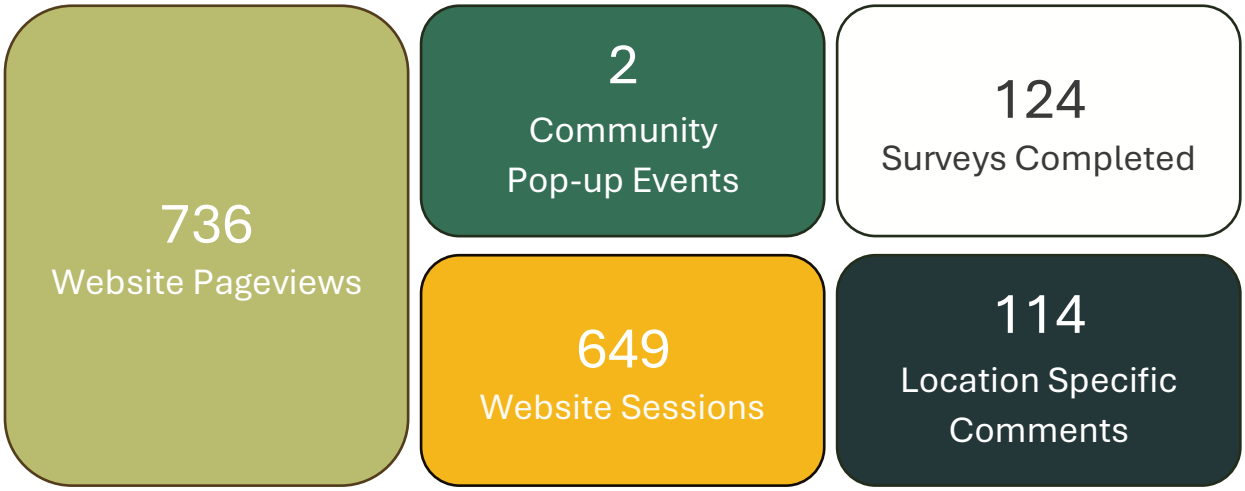
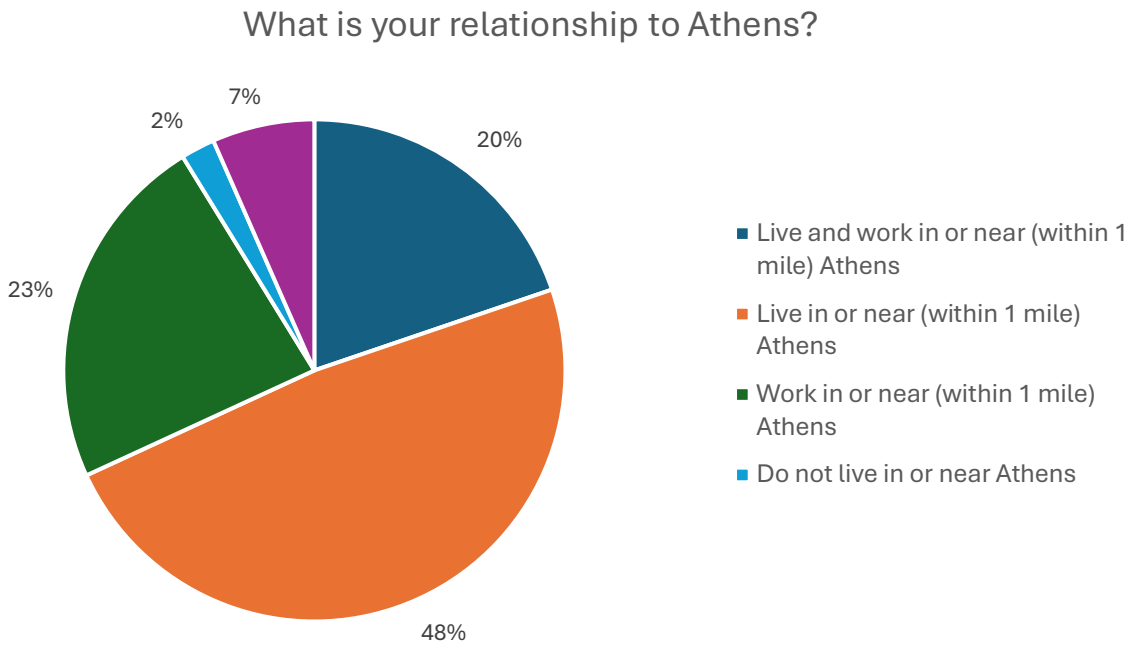


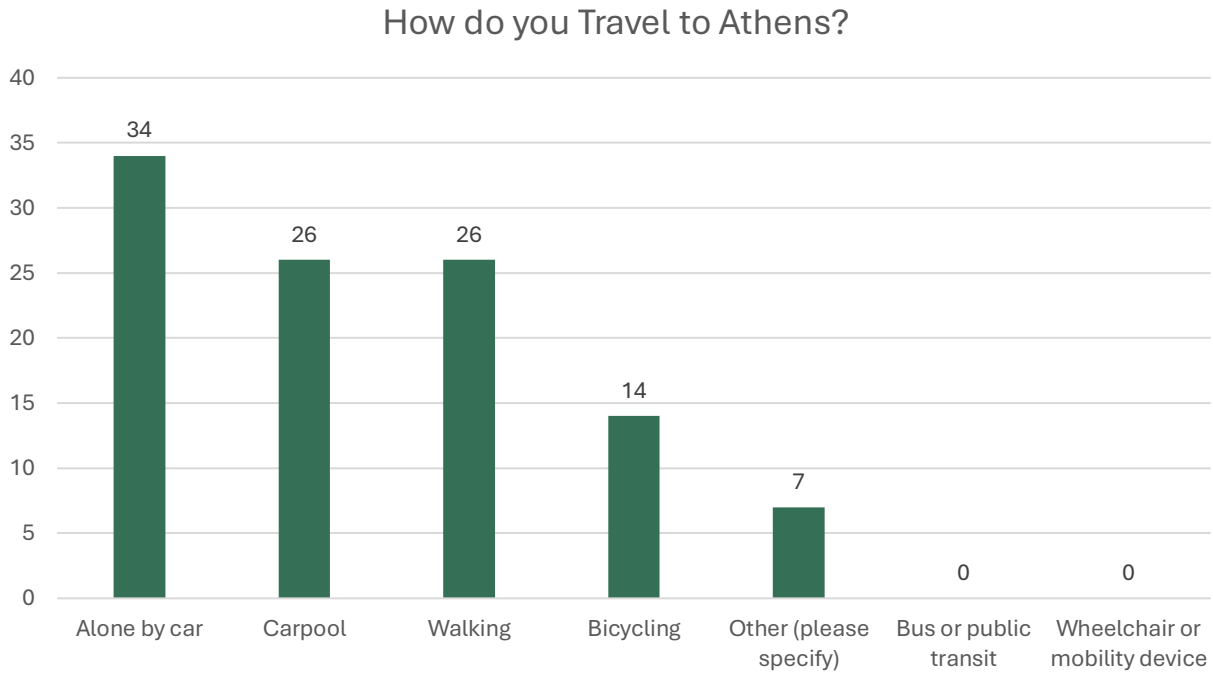
FIGURE 26: ENGAGEMENT AND COLLABORATION SUMMARY

The online survey was designed to gather feedback from people in Athens about safety issues or concerns they may have. The survey asked a series of questions to understand trends, concerns, and improvements that the public would like to see. The first few questions were about the respondents' relationship to the area and how they usually get around. Then, the survey asked about specific improvements for driving, walking/biking, and intersections. Finally, there were optional questions about the respondents' demographics. The goal of the survey was to gather a wide range of perspectives and suggestions to help improve safety in Athens.

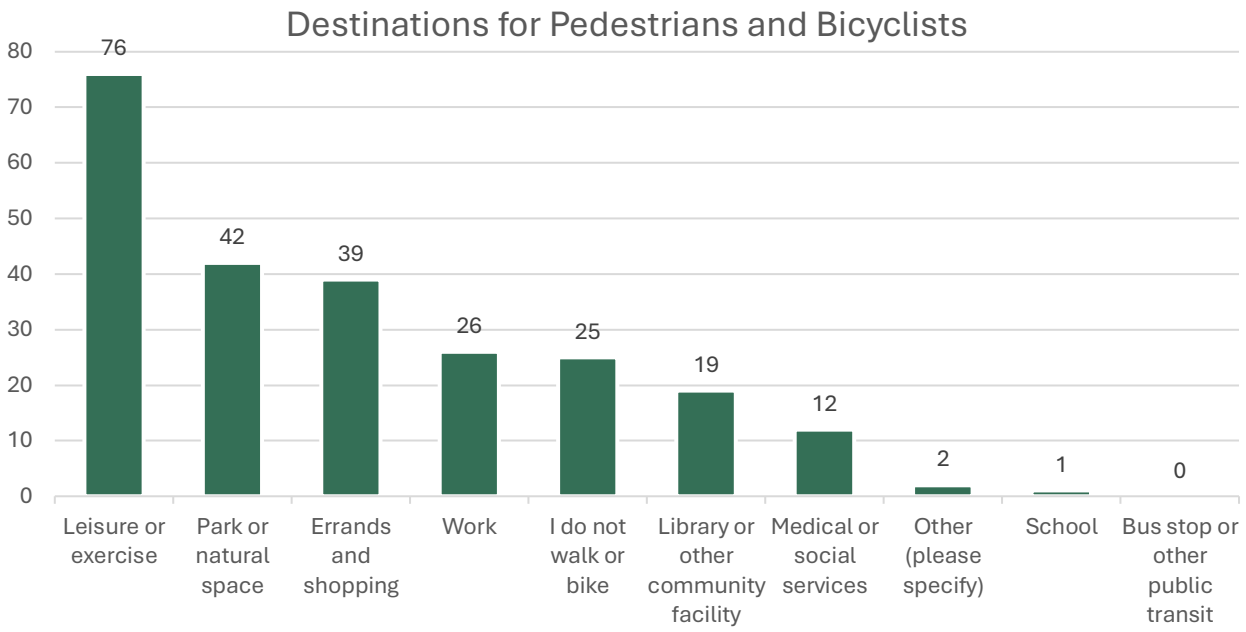
At the beginning of the survey, members were asked what their relationship to Athens was, whether they live or work in the area. 94 percent of all respondents live or work either in or within one mile of Athens, further validating that their experiences are focused on areas within the City.



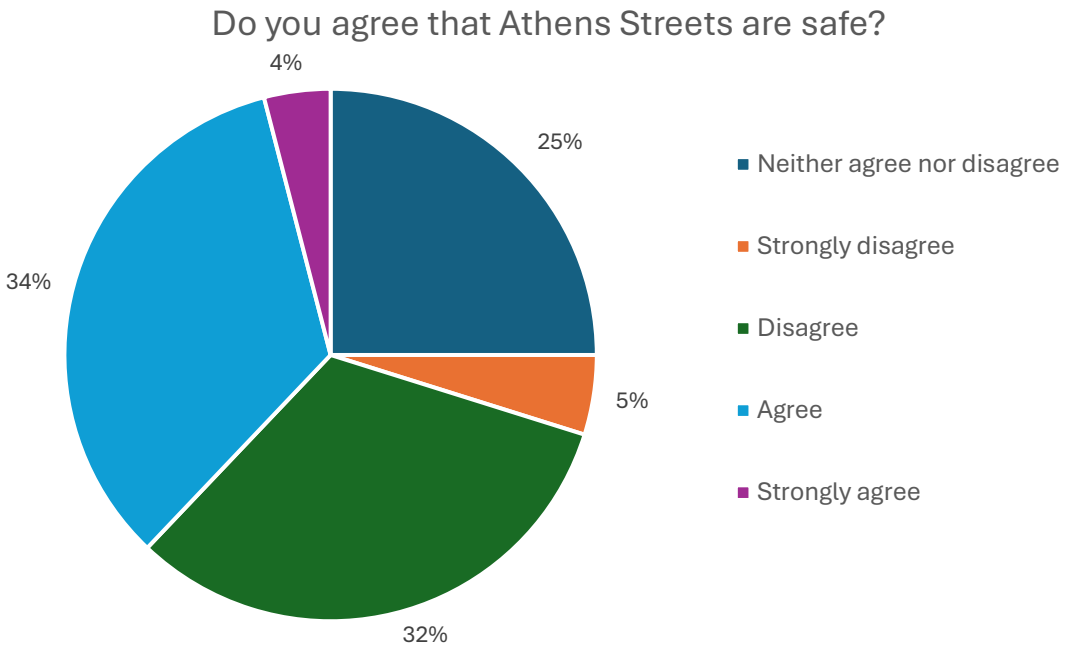
In the response to one question, people provided information on how they travel to Athens. They were allowed to select all modes of travel that apply to them. Most respondents travel alone by car (120 responses). Some people walk (26 responses) and carpool (15 responses).



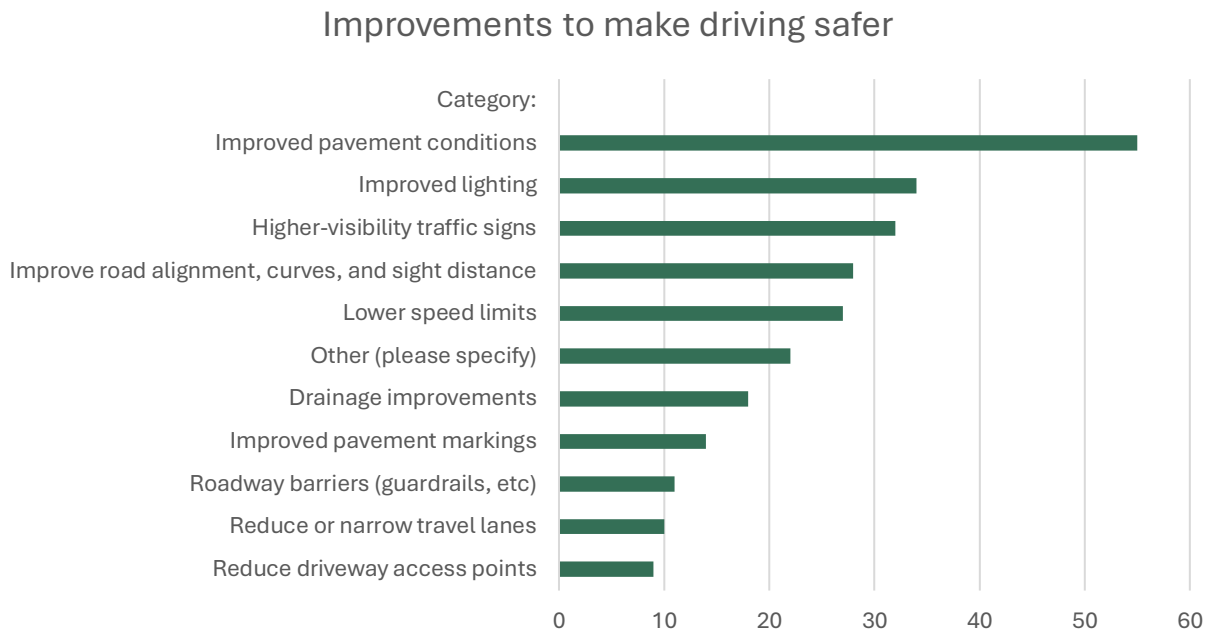
For people that walk or bike in Athens, they were asked to select what destination they are going to. The top two responses were that they either walk or bike for leisure or exercise (73 responses) or do so to get to a park or nature space (42 responses).



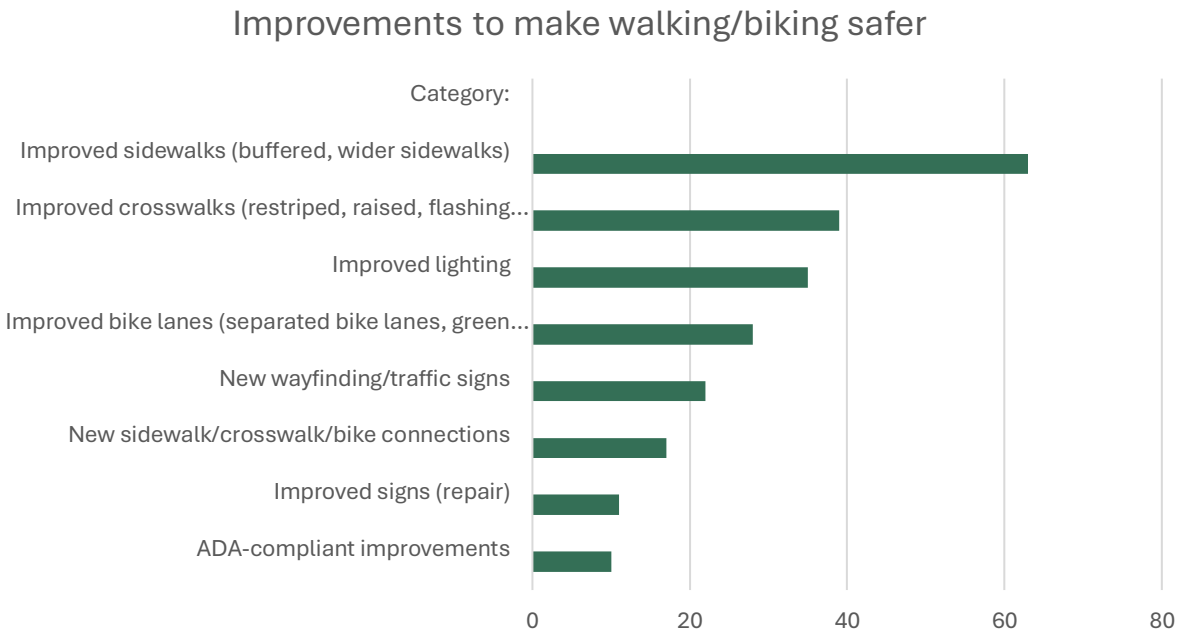
Respondents were also asked how strongly they agree that Athens streets are safe. About 38 percent of respondents felt that Athens streets were safe. Around 37 percent respondents disagree however, indicating that they feel unsafe on the streets in Athens.



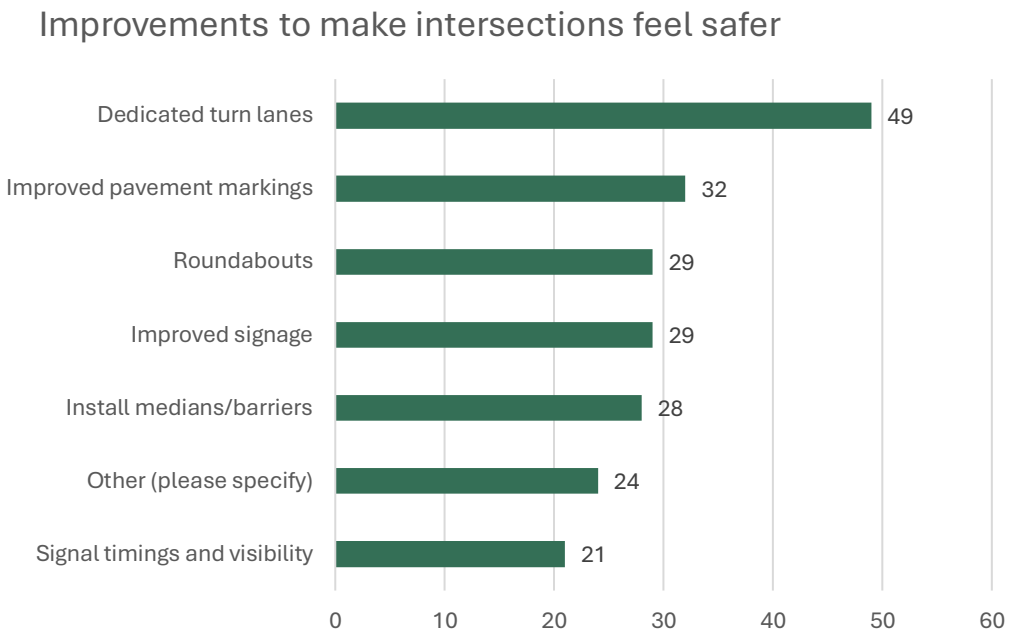
Respondents were asked to select up to three improvements that would make driving in Athens feel safer. The top three responses were improved pavement conditions (55 responses), improved pavement markings (39 responses), and improved lighting (34 responses).



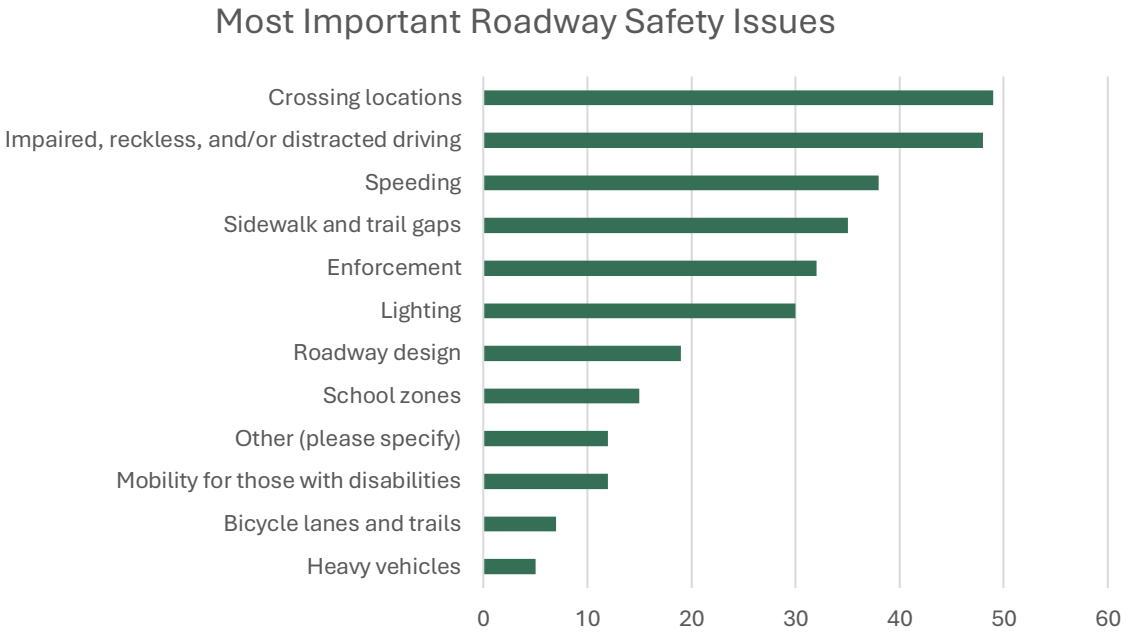
Respondents selected up to three improvements that may make walking/biking feel safer in Athens. The top three were new sidewalk/crosswalk/bike connections (64 responses), improved sidewalks (58 responses), and improved crosswalks (39 responses).



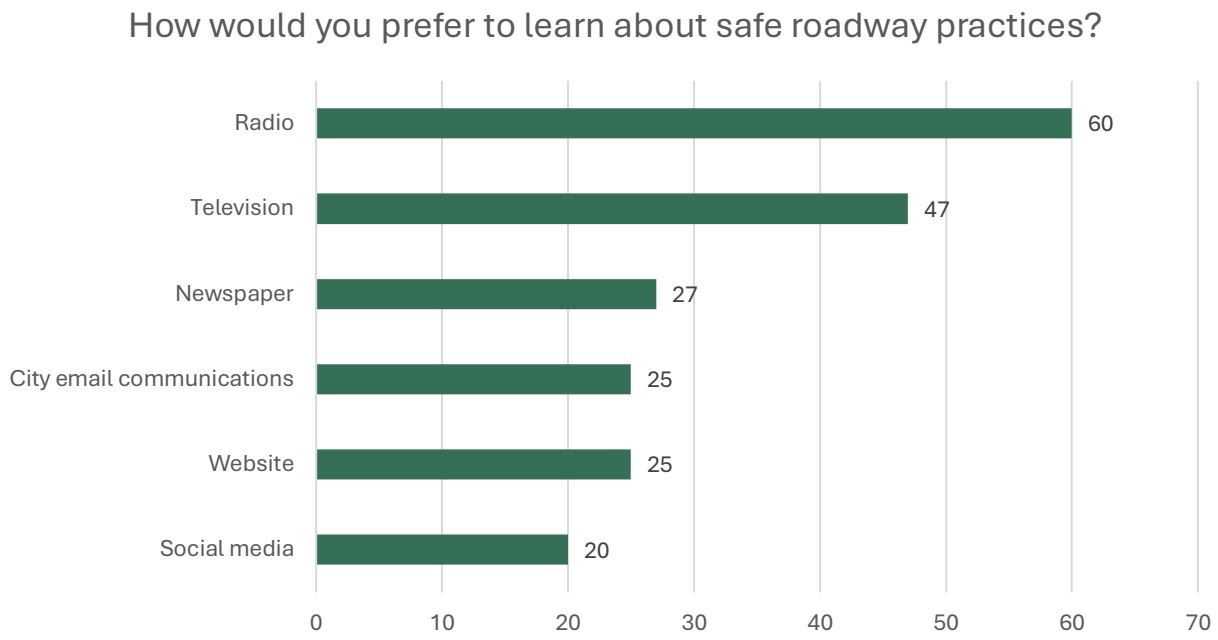
Respondents then selected up to three improvements that would make intersections feel safer. Signal timings and visibility improvements (68 responses) received the highest count followed by dedicated turn lanes (49 responses) and improved pavement markings (32 responses).



Respondents were then given the opportunity to select up to three safety issues that are most important to them. The most selected issue was impaired, reckless, and/or distracted driving (48 responses) then crossing locations (39 responses) and speeding (38 responses), which indicate a desire for enforcement and pedestrian improvements.



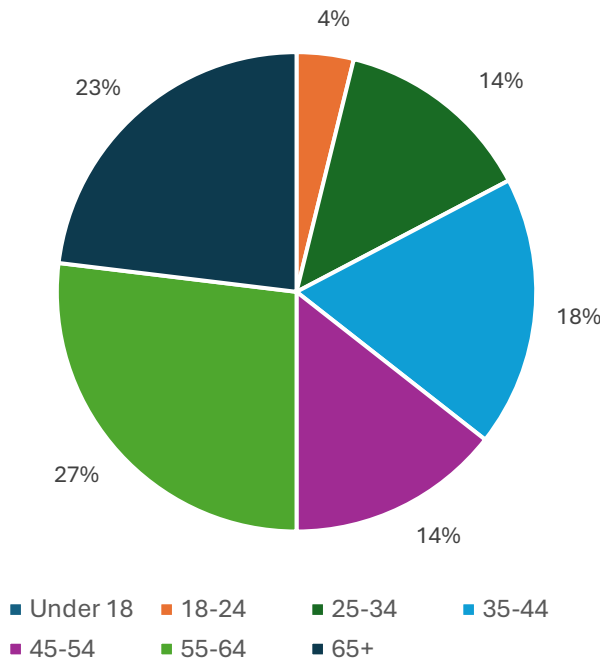
The next question then asked the preferred way people want to learn about safe roadway practices. The most common response was social media (77 responses). The second and third highest were City email communications (58 responses) and by website (47 responses), both of which were significant, indicating a broad communication approach would best serve the town.



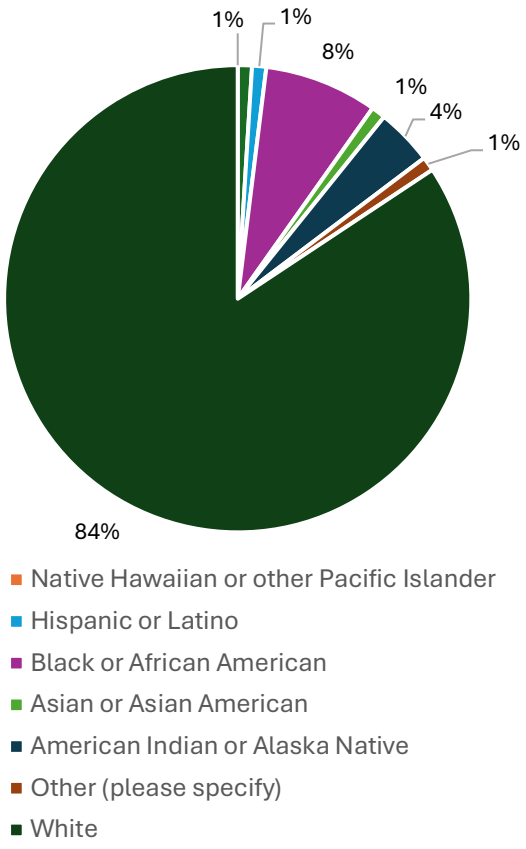
Key Demographics

The survey concluded with asking demographic questions that members could choose to answer. Responses were representative of the community makeup.

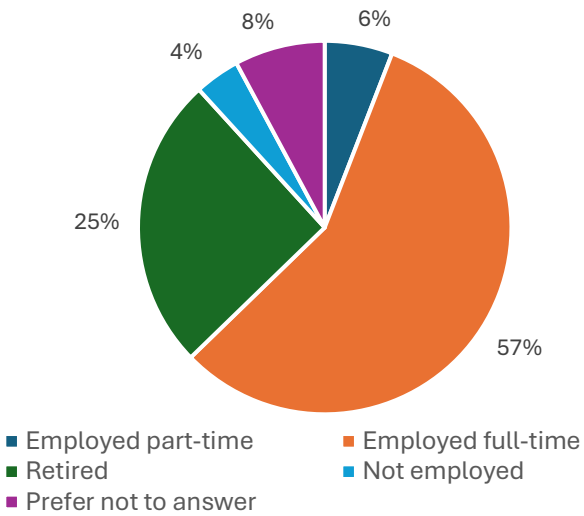
Age



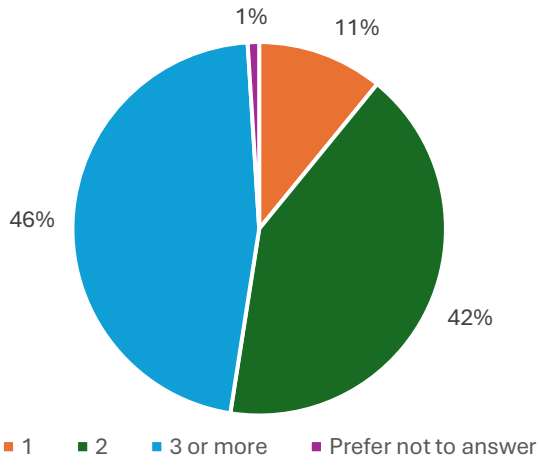
Race



Employment Status



Number of Vehicles in the Household



Summary of Survey Results

The survey results reveal that a significant number of respondents reside and work in Athens, primarily relying on driving alone for their transportation needs. Respondents reported mostly biking or walking for leisure purposes. Though many participants felt that Athens streets are safe, around a third felt they were unsafe. There was strong support for various improvements, including better lighting, new sidewalk/crosswalk/bike connections, creating dedicated turn lanes, and addressing signal timing and visibility. The survey also highlighted that the most prominent roadway issue in Athens is reckless driving and roadway design. Concerns were expressed about lane configurations and pavement markings. Additionally, respondents indicated a preference for accessing safety information through social media platforms, City email communications, or the website.

Public Input Heat Map

Combining the input provided in Public Coordinate with the location-specific comments from the survey, a heat map is shown below. As illustrated in the map, there is a direct correlation between the crash density heat map presented earlier in the report and the areas receiving the most public comments for safety concerns. Specifically, the Five Point Intersection received the largest number of public comments, highlighting the need for improvements in this area near Downtown Athens. **Figure 27** shows the concentration of public input comments within the City. The map also features polygons representing Areas of Persistent Poverty (APP), regions with a high Social Vulnerability Index (SVI), and Historically Disadvantaged Communities (HDC). The heat map highlights that multiple comments have been made within these regions. Notably, the areas where all three underserved indicators—APP, high SVI, and HDC—converge show a concentration of comments, highlighting the community's needs and concerns.

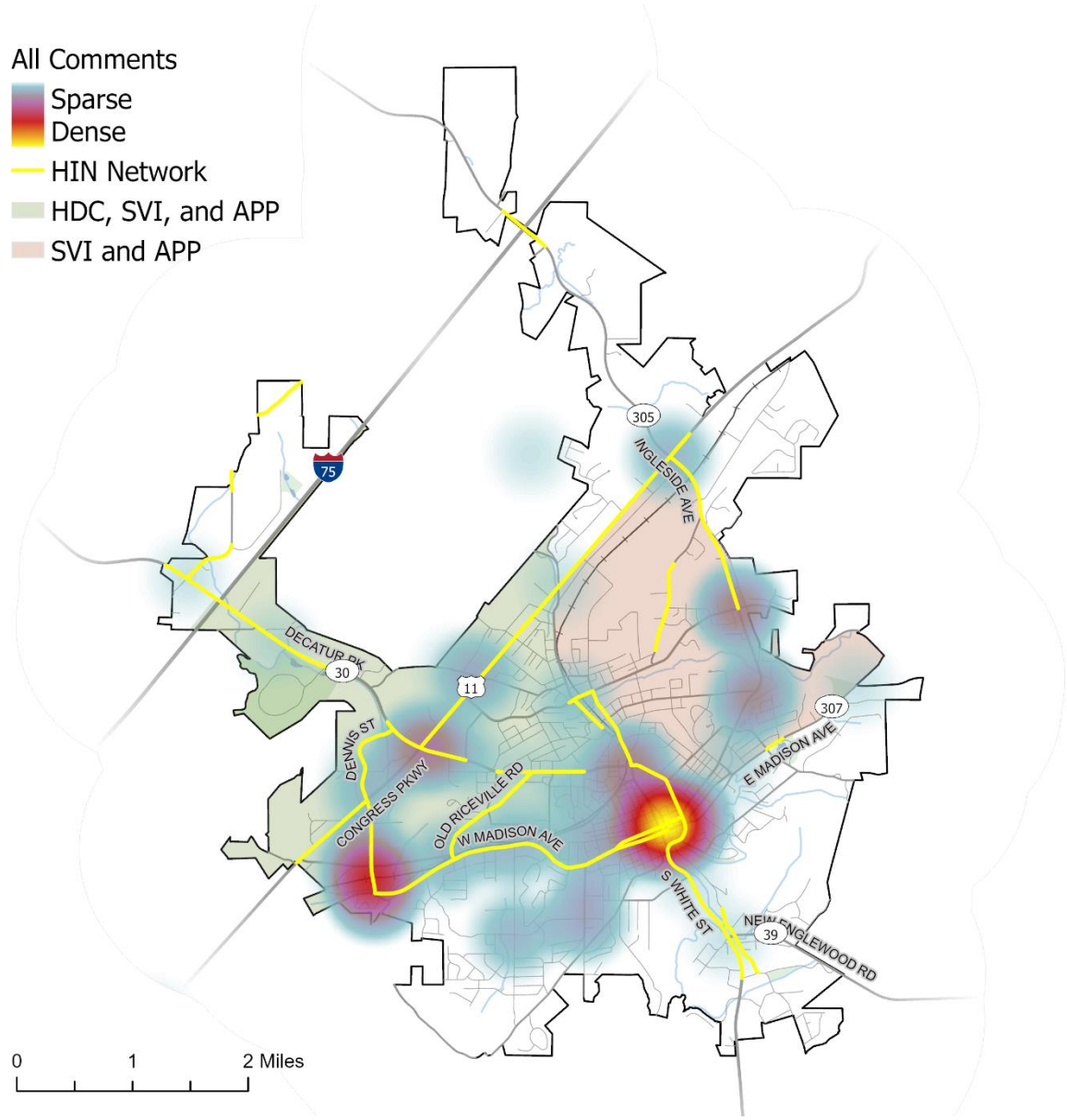


FIGURE 27: CONCENTRATION OF LOCATION SPECIFIC PUBLIC COMMENTS

Key Takeaways

Based on the survey responses, concerns about lane configuration were prominent, with a balanced number of respondents viewing Athens as safe. Safety problems identified include reckless driving, speeding, and dangerous crossing locations. Participants highlighted the need for improvements in pavement conditions, markings, and lighting. There is a strong demand for new multimodal infrastructure, as well as enhancements to existing sidewalks and crossings. Signal timings and visibility, along with turn lanes, also require attention. These insights align with the need to address safety concerns in locations that have a higher likelihood of accidents or injuries, as reflected in the high injury network. By incorporating improvements in these areas, it allows for a targeted approach to enhance transportation safety for both drivers and pedestrians.

Strategies

The SAP identifies countermeasures and strategies addressing the City's fatal/suspected serious injury emphasis areas mentioned in the Safety Analysis Section. The countermeasures are classified into two categories: (1) Engineering Countermeasures (project recommendations) and (2) driver related countermeasures (Education, Enforcement, and Emergency Medical Services).

Engineering Countermeasures

Engineering Countermeasures in a Safety Action Plan refer to specific physical changes or improvements made to the roadway environment to enhance safety and reduce the likelihood of crashes. These measures can include:

- **Traffic signal upgrades**: Installing or improving traffic signals to better manage traffic flow and reduce collisions.
- **Roadway design changes**: Modifying road layouts, such as adding roundabouts, medians, or bike lanes, to improve safety for all users.
- **Pedestrian and cyclist infrastructure**: Enhancing crosswalks, sidewalks, and bike paths to protect non-motorized road users.
- **Speed management**: Implementing measures like road diets, bulb-outs, chicanes, or road narrowing to control vehicle speeds.
- **Visibility improvements**: Increasing street lighting, adding reflective signs, and improving road markings to enhance visibility for drivers.

These countermeasures are designed based on data analysis and safety studies to address specific risks and improve overall road safety

Crash Modification Factors (CMF)

Because funding for infrastructure improvements is limited, the City of Athens can benefit from a way to quantify and compare the potential benefit of safety countermeasures and treatments. Crash Modification Factors (CMF) can be used to assess the potential safety impact of improvements. A CMF is a numerical value that indicates the proportion of crashes that would be expected at a location after implementing a safety countermeasure. A CMF with a value of less than 1.0 indicates an expected decrease in crashes. Conversely, a CMF with a value greater than 1.0 indicates an expected increase in crashes. The FHWA maintains the CMF Clearinghouse, an online repository of CMFs documented in the Highway Safety Manual (HSM) and other industry resources. The following provides guidance to be considered when selecting and applying CMFs:

- Use a minimum of three years of crash data for urban and suburban sites and five years of crash data for rural sites.
- CMFs should be selected from Part D of the HSM or FHWA's CMF Clearinghouse website (https://www.cmfclearinghouse.org/).
- If possible, use CMFs with star ratings of four or five. The star rating indicates the quality or confidence in the results of the study producing the CMF.

CMFs are multiplicative. However, the application of multiple CMFs can overestimate the expected crash reduction. It is recommended to use no more than three (3) independent CMFs at a particular site.

Engineering Countermeasures Toolkit

A toolkit of engineering countermeasures was compiled based on general applicability in the study area, their level of evidence in crash reduction, and stakeholders and public feedback obtained during the public engagement. **Table 8** provides a summary of these countermeasures, their source, crash modification factor (where available), and the order of magnitude cost for their implementation.

TABLE 8: ATHENS COUNTERMEASURES TOOLBOX

Source	Countermeasure	Cost
● ● ●	Improve Corridor Access Management	$$$
●	Clear Obstacles in Driver Sight Triangles	$
● ●	Install Backplates w/ Retroreflective Borders	$
● ● ●	Realign Intersection Approaches to Reduce or Eliminate Intersection Skew	$$$
● ●	Wider Edge Lines	$
●	Install Raised Pavement Markers	$
● ● ●	Install Side Path/Sidewalks	$$
● ● ●	Install Crosswalk	$
● ● ●	Rectangular Rapid Flashing Beacon (RRFB)	$
● ● ●	Optimize Signal Timings & Cycle	$
● ●	Eliminate Negative offset Left-Turns	$$$
● ● ●	Package of Low-Cost Intersection Improvements (Can Include Signing, Marking, Transverse Rumble Strips)	$
● ● ●	Upgrade Signage and Pavement Marking	$
● ●	Implement Various Pavement Friction Applications	$
● ●	Convert 5-Section Signal Heads to FYAs (Flashing Yellow Arrow)	$
● ● ●	Replace TWLTL with Median (Install Left-Turn Lanes as Necessary)	$$$
● ●	Restricted Crossing U-Turn (RCUT)	$
●	Rail Pre-Emption Improvements	$$$$
●	Improve At-Grade Crossing Equipment & System	$$$$
● ●	Install Curve Feedback Warning Signs	$
● ●	Install Optical Speed Bars w/ Retroreflective Pavement Markings and RPMs	$
● ●	Install Advanced Warning Signage ahead of Stop-Controlled Intersection	$
● ●	Conduct ICE (Intersection Control Evaluation) Study	$$
● ● ●	Implement Roadway Diet / Reconfiguration	$$$
● ● ●	Install High-Emphasis Crosswalks	$
● ●	Restrict Left-Turn Movements	$$
●	Convert Approach to Right-In Right-Out (RIRO)	$$
● ●	Install Red-Light Flashing Beacons	$

●	FHWA Proven Safety Countermeasure
●	Crash Modification Factors Countermeasure
●	Vulnerable Road User Related Countermeasure

$	0 - 50,000
$$	50,001 - 100,000
$$$	100,001 - 500,000
$$$$	> 500,0000

Driver-Related Countermeasures

As described and presented in the Safety Analysis Section. The data shows the City of Athens experienced higher percentages of crashes involving unrestrained occupants, older drivers, impaired and or aggressive drivers than the State of TN average. The following includes specific strategies to reduce crashes on these emphasis areas. These strategies incorporate the remaining three Es of traffic safety: Education, Enforcement, and Emergency Medical Services.

Unrestrained Occupants

Unrestrained Occupants refer to individuals in a vehicle who are not using seat belts or other safety restraints at the time of a crash. This term typically includes drivers and passengers who are not wearing seat belts, as well as children who are not properly secured in car seats or booster seats. As shown earlier in the Safety Analysis Section, 31.4 percent (22 crashes) of all fatal and serious injury crashes between 2019 and 2023 in the City of Athens involved unrestrained occupants as a contributing factor. This is 12.4 percent higher than the TN State Average of 19 percent.

In Tennessee, the Child Passenger Restrain Law requires that:

- **Children under 1 year old or weighing 20 pounds or less** must be secured in a rear-facing child passenger restraint system in the rear seat, if available
- **Children aged 1 to 3 years and weighing more than 20 pounds** must be secured in a forward-facing child passenger restraint system in the rear seat, if available
- **Children aged 4 to 8 years and measuring less than 4 feet 9 inches** must be secured in a belt-positioning booster seat system in the rear seat, if available
- **Children aged 9 to 12 years or any child through 12 years of age measuring 4 feet 9 inches or more** must be secured in a seat belt system
- **Children aged 13 to 15 years** must be secured using a passenger restraint system, including safety belts

The law also provides for the use of medically prescribed modified child restraints for children who cannot be safely transported in conventional systems

The following are recommended strategies that should be implemented to reduce fatal and serious injury crashes with unrestrained occupants:

TABLE 9: UNRESTRAINED OCCUPANTS COUNTERMEASURES

Countermeasure	Strategy
Conduct High-Visibility Enforcement	Continue to collaborate with Athen's police department to conduct high-visibility enforcement at targeted areas for occupant protection compliance.
Promote Proper Child Restraint Use	Continue to coordinate and promote child passenger safety initiatives.
Conduct Social Media Campaigns	Promote high-risk driver-education programs and defensive driving programs targeting drivers aged 15-21 focusing on seatbelt usage such as Bucke Up in your Truck Campaign and Click it or Ticket.
Enforce the Child Passenger Restraint Law	Participate in conference and training programs for law enforcement officers to be aware and implement the Child Passenger Restraint Law.

Older Drivers (65+)

Older Drivers refers to drivers aged 65 and older. This group is often considered due to age-related changes in vision, physical fitness, and cognitive abilities, which can affect driving performance and increase crash risk. As shown earlier in the Safety Analysis Section, 24.3 percent (17 crashes) of all fatal and serious injury crashes between 2019 and 2023 in the City of Athens involved older drivers. This is 4.8 percent higher than the TN State Average of 19.5 percent. The following are recommended strategies that should be implemented to reduce fatal and serious injury crashes involving older drivers:

TABLE 10: OLDER DRIVERS (65+) COUNTERMEASURES

Countermeasure	Strategy
License Renewal Process	Support the pursue of legislation to require in-person driver license renewal and vision testing for older drivers every five years starting at age 75
Educational Programs	Support education programs for older drivers including Yellow Dot, AAA Driver Improvement Program, and Car Fit check events.
Encourage Alternative Transportation Options	Encourage efforts to link seniors to the Southeast Tennessee Human Resource Agency (SETHRA) Transit System, and other ride-share options and increase awareness of public and private transportation alternatives to driving.

Impaired Drivers

Impaired Drivers refer to individuals operating a vehicle while under the influence of alcohol, drugs (including prescription, over-the-counter, and illicit substances), or other substances that impair their ability to drive safely. This definition encompasses any condition that affects a driver's cognitive, physical, or motor skills, increasing the risk of crashes and endangering all road users. As shown earlier in the Safety Analysis Section, 17.1 percent (12 crashes) of all fatal and serious injury crashes between 2019 and 2023 in the City of Athens involved impaired drivers. This is 1.3 percent higher than the TN State Average of 15.8 percent. The following are recommended strategies that should be implemented to reduce fatal and serious injury crashes involving impaired drivers:

TABLE 11: IMPAIRED DRIVERS COUNTERMEASURES

Countermeasure	Strategy
Educational Programs	Participate in conference and training programs for enforcement agencies pertaining to detection, arrest, and conviction of impaired drivers, including Standard Field Sobriety Testing (SFST), Advanced Roadside Impaired Driving Enforcement (ARIDE), and Drug Recognition Expert (DRE).
DUI Enforcement Projects	Participate in DUI enforcement projects, such as saturations and check points, which provide highly visible patrols, selective enforcement methods utilizing current field sobriety techniques and target areas with high impaired driving arrests and crashes through data-driven analysis.
Blood Alcohol Content (BAC) tracking	Support establishing statewide tracking system for Blood Alcohol Content (BAC) levels of offenders.
Higher Enforcement Near College Campuses	Increased level of enforcement in college campus areas where there are impaired driving and other high risk transportation related behavior issues.
Collaborate with organizations focusing on drug and alcohol prevention	Collaborate with organizations to address youth alcohol and drug problems i.e., select Committee on Children and Youth and Tennessee Council of Juvenile and Family Court Judges.

Aggressive Drivers

Aggressive Drivers refer to individuals who engage in unsafe driving behaviors with deliberate disregard for safety. These behaviors can include speeding, tailgating, weaving in and out of traffic, running red lights, and other actions that endanger other road users. The data shows that 17 percent (12 crashes) of all fatal and serious injury crashes between 2019 and 2023 in Athens involved aggressive drivers and/or speeding. This is 5 percent higher than the TN average of 12 percent. The following are recommended strategies that should be implemented to reduce fatal and serious injury crashes involving aggressive drivers and/or speeding:

TABLE 12: AGGRESSIVE DRIVERS COUNTERMEASURES

Countermeasure	Strategy
Enforcement at high frequency areas	Develop and implement enforcement program aimed at aggressive driving in high frequency areas.
Develop a City-wide Traffic Calming Program	Develop an initiative designed to implement various measures across the city to reduce vehicle speeds, involving physical changes to the roadway environment, such as roundabouts, curb extensions, and improved pedestrian crossings, to alter driver behavior and create safer conditions for all road users.

Policy and Process Changes

Documents Reviewed

Existing City's plans and policies were reviewed and compiled as a part of the SAP process to gain perspective on the existing efforts for transportation-related improvements within Athens. High-level key points regarding transportation improvements and safety-related topics were identified to inform recommendations in the SAP. **Table 13** outlines the pertinent existing and past plans or policies that impact the City of Athens.

TABLE 13: EXISTING PLANS SUMMARY

Document	Summary/Goals
Athens Municipal Code - Titles 15 and 16	• Title 15 of the Athens Municipal Code established standards for Motor Vehicles, Traffic, and Parking and includes chapters on emergency vehicles, speed limits, turning movements, stopping and yielding, parking, bicycles and motor driven cycles, and enforcement • Title 16 of the Athens Municipal Code, titled Streets and Sidewalks, includes guidelines on streets, sidewalks and excavations
City of Athens Traffic Signal Specifications	• The Traffic Signal Specifications outline the installation procedures for traffic signal components, specify the appropriate TDOT Standard Specifications to follow, and, in some cases, recommend specific models and materials to use
New Structure Application Packet	• Managed by the Community Development and Buildings Inspections Department, the packet includes all forms, guidelines, and requirements for submitting plans for new buildings or additions to existing structures • Includes the driveway permit
City of Athens ADA Self Evaluation and Transition Plan	• Acting as an update to the 1994 plan, the ADA Self-Evaluation and Transition Plan outlined the reevaluation of Athens's activities, provided policy and program recommendations, and updated the Transition Plan for modifying facilities, public rights-of-way, and programs to ensure accessibility. • This document gave necessary modifications and demonstrated the City's ongoing commitment to inclusive policies, programs, and facilities.
City of Athens Signal Timing and Operations Study, 2019	• The City of Athens conducted a Signal Timing and Operations Study in 2019 that was funded with State Planning and research dollars from USDOT FHWA, specifically the Community Transportation Planning Grant • The improved signal timings were implemented and a list of pedestrian safety improvements was made
McMinn County, Tennessee ADA and Self-Evaluation and Transition Plan, 2019	• The McMinn County, Tennessee ADA Self-Evaluation & Transition Plan document outlines the process used to assess McMinn County's activities and offers recommendations for policies and programs • It includes an update to the Transition Plan for modifying facilities, public rights-of-way, and programs to ensure accessibility

Athens City Schools Traffic Impact Study (2017) and Update (2020)	• In 2017, Athens City School conducted a Traffic Impact Study to assess traffic impact changes from the opening of a new preK-5 school, expanding a middle school, and possibly closing a road • The assessment provided two options with recommended high-cost and low-cost projects to mitigate the additional trips generated. A preferred site plan alternative was not selected • In 2020, an update to the traffic study was completed to assess new traffic impacts from recent site changes. The two alternatives were studied and another alternative was identified that combined the original alternatives 1 and 2
Athens Experience Masterplan: the Friendly City, 2020	• The Athens Experience Masterplan combined community-led placemaking and branding to inform downtown Athen's spatial planning and future development, attract investment, create a visual brand identity to promote the Friendly City • The masterplan is organized into four sections, The Friendly City Brand, Friendly City Wayfinding, Streetscape Improvements, Facade Improvements and Infill Design
Comprehensive 20-Year Land Use Plan, 2020	• The Athens Comprehensive Land Use Plan Update, adopted in 2020, provides the long-term vision for the residential, business, and institutional elements of the city • The comprehensive plan aims to preserve existing zoning through an updated Land Use Plan, assess necessary resources for future population growth, protect historic assets, enhance trail and greenway connectivity, coordinate housing studies to improve housing diversity, and evaluate land use to support industrial development in Athens
City of Athens Community Mobility Plan, 2021	• The City of Athens Community Mobility Plan was created through the TDOT's Community Transportation Planning Grant (CTPG) to identify deficiencies and opportunities in the city's current transportation network and provide recommendations and improvements to be implemented • The Community Mobility Plan aims to extend the friendly city to all users, make Athens more of a destination, support economic growth & development, connect Athens to its region and state, and ensure equitable access to Athens' resources & amenities • The plan provides recommended improvements for each identified focus area, connecting each recommendation back to the goal it seeks to achieve
ATHENS Bike & Pedestrian Master Plan 2023	• The ATHENS Bike and Pedestrian Master Plan, adopted in 2023, was created from a recommendation in the city's Community Mobility Plan to plan for non-motorized transportation needs and uses • The plan prioritizes important corridors for biking and walking, recommends improvements to create safe street and crossings, and identifies needed policy and ordinance updates to support walking and biking in the city • The plan adopts the same overarching goals as the Community Mobility Plan but identifies objectives specific to improving the pedestrian and bicycle facility network in the city

Plan Checklist

To ensure the safety and well-being of all individuals, it is imperative for agencies to have a set of plans and guidelines in place. A set of plans and guidelines have been compiled to serve as a roadmap for addressing safety concerns and implementing appropriate measures. The plans include Complete Street Policy Guidelines, the ADA Transition Plan, a Multi-Modal Plan, Traffic Impact Study Guidelines, and a Comprehensive Plan. These plans provide strategies for designing and managing streets that prioritize safety, address accessibility needs, promote various transportation modes, assess traffic impacts of new developments, and outline a long-term vision for land use, transportation, and community development with a focus on safety considerations. **Table 14** contains the list of plans and the corresponding plan in Athens.

TABLE 14. ALIGNMENT OF SAFETY ROADMAP WITH EXISTING PLAN

Checklist	Plan	Corresponding City of Athens Plan
◐	**Complete Street Policy Guidelines**	City of Athens Community Mobility Plan, 2021
●	**ADA Transition Plan**	City of Athens, Tennessee ADA Self-Evaluation & Transition Plan
◐	**Multi-Modal Plan**	City of Athens Community Mobility Plan, 2021 ATHENS Bike & Pedestrian Master Plan 2023
○	**Traffic Impact Study Guidelines (with Safety)**	
●	**Comprehensive Plan**	Comprehensive 20-Year Land Use Plan, 2020
○	**Pavement Management Plan**	
●	**Driveway Permit Policy**	New Structure Application Packet
●	**Standard Street and Sidewalk Design Specifications**	
●	**Subdivision Regulations**	

● = Has Plan ◐ = Mentioned in Other Plans ○ = Does Not Have Plan

Recommendations

Policy recommendations were derived from the checklist of critical guidelines and policies described above, as well as a review of the emphasis areas that experienced high rates of serious and fatal injuries within the City. The top three emphasis areas identified were roadway intersections, accounting for 44 percent of total serious and fatal injury crashes, followed by unrestrained occupants at 31 percent, and senior drivers (65+) at 24 percent. The recommendations listed below aim to address these areas and create a safer place for all roadway users.

TABLE 15: RECOMMENDED POLICY AND PROCESS CHANGES

Action	Timeframe	Lead
Integrate safety policy into all existing documents	Short-Term	Public Works Department and City Planning Department
Update roadway and intersection design standards to promote safety for all roadway users and address deficiencies	Short-Term	Public Works Department
Establish a targeted enforcement program (for aggressive driving and high speeds) and coordinate with local law enforcement.	Short-Term	Athens Police Department
Create a "Safety Champion" position/role within the City to organize educational campaigns/ provide information through community outreach. • Topics include: driving behavior, speed awareness, seatbelt usage, safe practices, for bicyclists and pedestrians • Celebrate projects that improve safety and positive movements toward the City's Safety Action Plan's goal annually. • Create increased awareness withing agency departments	Short-Term	City Manager's Office
Create a Safe Routes to School Partnership Program, coordinating with School Districts to organize Bike or Ride to School Days.	Short-Term	Public Works Department and School District
Partner with existing organizations that promote VRU safety.	Short-Term	City Planning Department and Public Works Department
Review complete street policies regarding meeting the needs of the emergency responders.	Short-Term	City Planning Department and Emergency Services
Update Municipal Codes Titles 15 and 16 (specify requirement for new development to include sidewalks)	Short-Term	Legal Department
Implement a speed management program and traffic calming program	Mid-Term	Public Works Department
Prepare a Complete Streets Policy and Multi-Modal Plan to prioritize design and construction of projects for future funding allocations, in combination with multi-modal plan.	Mid-Term	City Planning Department

Create Traffic Impact Study guidelines for future development, considering Safety. If projects are proposed that will utility corridors within the HIN network, an evaluation of countermeasure to be implemented by the development project should be part of the process.	Mid-Term	City Planning Department
Reprioritize future projects that achieve safety goals for future funding allocations.	Mid-Term	City Planning Department
Implement streetscaping techniques to reduce distracted driving.	Mid-Term	City Planning Department
Develop and Access Control Plan	Mid-Term	City Planning Department
Incorporate proposed safety projects from this plan into future developments and transportation projects	Long-Term	City Planning Department
Implement the use of ITS technologies as appropriate. Develop and ITS Master Plan and identify system upgrades such as TMC, etc.	Long-Term	Public Works Department
Conduct detailed studies on crash hotspots and regularly update the High Injury Network (HIN) with future crash data and update project priorities as needed.	Long-Term	City Planning Department
Encourage businesses and special event permit holders to promote mobility alternatives for patrons through the permit process by identifying things such as bike parking areas or bike/ped connectors from parking areas to the event(s).	Long-Term	City Planning Department and Community Development Office
Develop a Pavement Management Plan.	Long-Term	Public Works Department
Establish a “Safety Team” that would meet regularly to review all fatal and serious injury crashes and identify/evaluate maintenance measures such as signage, pavement markings, and roadway/sidewalk modifications.	Long-Term	Athens Police Department

Project Selections

Prioritization

After the review and validation of the HIN by the Steering Committee, ranking weight was determined for each of the following variable to be used for the project prioritization:

- The number of fatal and serious injury crashes along the segment (35%).
- The number of pedestrian/bicycle crashes along the segment (25%).
- The segment crash rate expressed in crashes per million vehicle miles traveled per day (25%).
- Equity consideration, defined as the HIN segment crossing an area of the City with an SVI score of medium or high, an Area of Persistent Poverty, or a Historically Disadvantaged Community area (15%).

Appendix A provides a summary of the HIN prioritization exercise. The results indicate that Decatur Pike between the City Limits and Regional Park Drive was the TDOT-owned roadway with the highest score, while Dennis Street between West Madison Avenue and Decatur Pike was the highest-scoring local roadway.

Recommended Projects

Following the initial assessment, a list of high-scoring city-maintained and State Route roadway segments and intersections was reviewed with City staff. Locations with known programmed capital improvements were removed from the list and replaced with subsequent high-ranking locations. City staff provided feedback on the highest-scoring segments and intersections to identify six (6) road segments that would be candidates for engineering improvements. The six (6) recommended locations are shown in **Figure 28** and listed below:

- Decatur Pike from west of Dennis Street to Dupit Street
- Old Riceville Road from West Madison Avenue to Decatur Pike
- Green Street from Decatur Pike to South White Street
- Congress Parkway from Decatur Pike to Railroad Avenue
- Dennis Street from West Madison Avenue to Decatur Pike
- Congress Parkway from Railroad Avenue to Dollar General Parking Lot

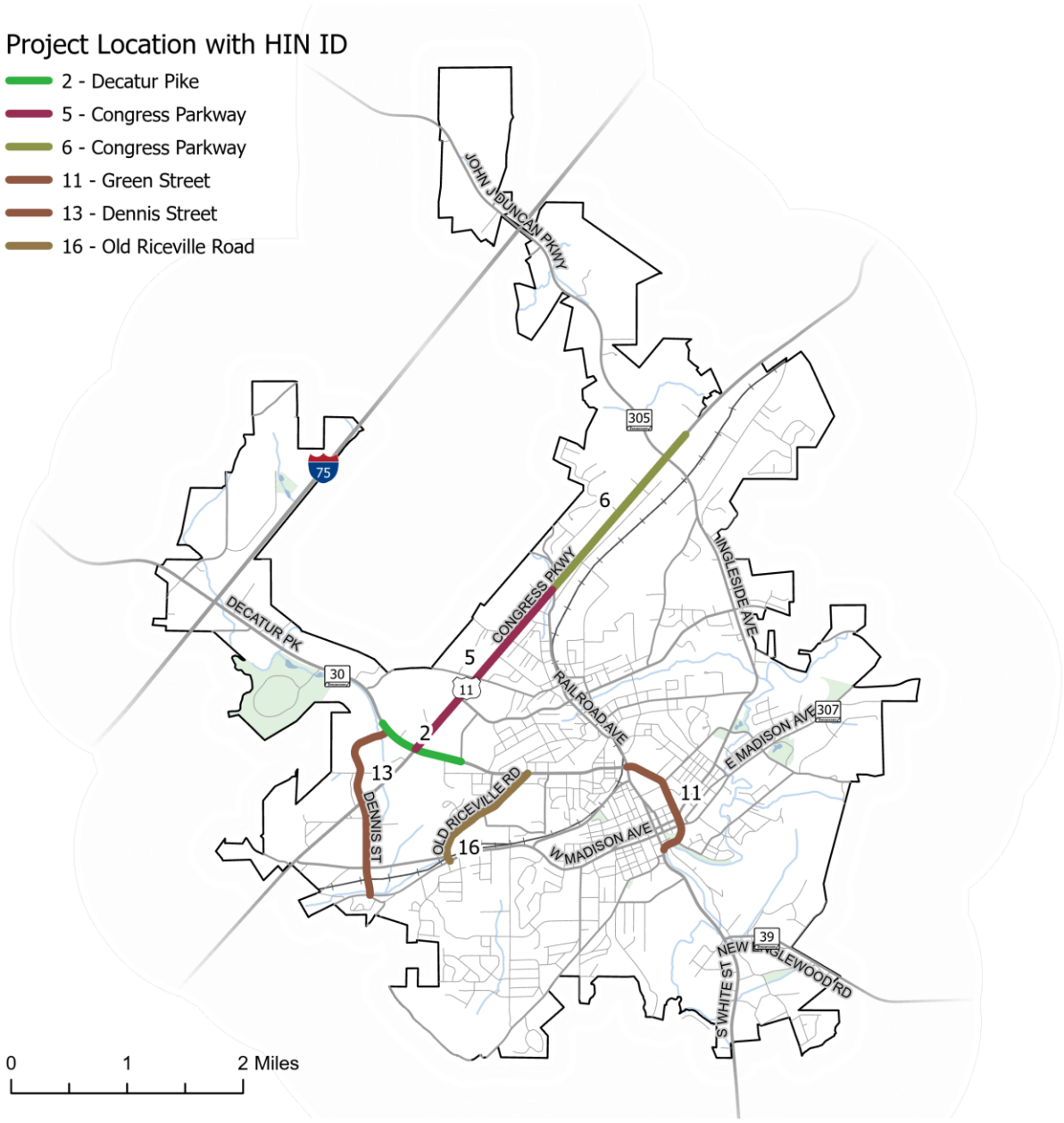


FIGURE 28: RECOMMENDED CORRIDORS FOR EARLY PROJECT IMPLEMENTATION

Recommended Project Fact Sheets

Following the selection of the top 6 project locations, safety improvement recommendations were developed for each location using the Engineering Countermeasures Toolkit presented earlier in the SAP.

Project fact sheets were developed for each of the six locations and are included in **Appendix B**. The fact sheets summarize the crash data analysis, public input, and selected engineering countermeasures with their benefits. The draft project sheets were reviewed by City staff for input related to engineering judgment and site-specific knowledge. The fact sheets provide a concise summary of each priority project location for ease of reference in future funding and project programming opportunities.

Progress and Transparency

The City of Athens SAP recommends a set of actions that will support the successful implementation and monitoring of the recommended projects and strategies.

Task Force Implementation and Monitoring

It is recommended that a subset of the Steering Committee reconvene in the future as an Athens Safety Task Force to direct the SAP implementation, monitoring, and future progress. The Task Force can consist of Public Works staff, other City of Athens departments, Athens Police Department, other local emergency service providers, key McMinn County staff, key TDOT staff, other adjacent communities, and other stakeholders as needed. It is recommended that this group convene annually after the adoption of the Athens SAP to review the latest available crash data trends, engineering project completion progress, and driver-related strategy performance measures. The Task Force will discuss opportunities to build upon the plan to address any changing crash trends alongside community needs, new technologies, and additional resources available to assist in implementation.

Public Posting of the Athens SAP

Upon completion and adoption, this plan will be made public on a dedicated project website and the City's website. It is recommended the project website be maintained to update the public with new crash data trends and the implementation status of accomplishments.

FIGURE 29: ATHENS SAP WEBSITE

Safe Streets Athens

APPENDIX A

Project Prioritization

High Injury Network Prioritization Summary

HIN ID	Road Name	From	To	Ownership	AADT	Equity	Crash Rate	K&A Crashes	VRU Crashes	Score (100 Max)
1	Decatur Pk (1)	City Limit	Regional Park Dr	TN	40,000	2.0	0.1	1.0	1.0	77
5	***Congress Pkwy (2)***	***Decatur Pk***	***Railroad Ave***	***US***	***15,000***	***2.0***	***0.3***	***0.9***	***0.3***	***61***
13	***Dennis St***	***W Madison Ave***	***Decatur Pk***	***Municipal***	***5,000***	***2.0***	***0.7***	***0.7***	***0.0***	***57***
2	***Decatur Pk (2)***	***W of Dennis St***	***Dupit St***	***TN***	***50,000***	***2.0***	***0.2***	***0.8***	***0.3***	***55***
16	***Old Riceville Rd***	***W Madison Ave***	***Decatur Pk***	***Municipal***	***1,200***	***2.0***	***1.0***	***0.1***	***0.3***	***52***
11	***Green St***	***Decatur Pk***	***S White St***	***TN***	***40,000***	***1.0***	***0.1***	***0.3***	***1.0***	***48***
6	***Congress Pkwy (3)***	***Railroad Ave***	***DG Parking Lot***	***US***	***10,000***	***1.0***	***0.2***	***0.7***	***0.3***	***45***
8	W Madison Ave (2)	Dennis St	Cook Dr	TN	6,000	2.0	0.6	0.3	0.0	42
10	Ingleside Ave	Tellico Ave	Congress Pkwy	TN	12,000	1.0	0.2	0.8	0.0	41
14	N Jackson St	Tellico Ave	Green St	Municipal	1,000	2.0	1.0	0.0	0.0	40
19	Tellico Ave	N Jackson St	Astrid St	Municipal	1,200	2.0	1.0	0.0	0.0	40
23	Railroad Ave	Royal Ave	Tellico Ave	Municipal	2,000	2.0	1.0	0.0	0.0	40
9	W Madison Ave (1)	Cook Dr	N White St	TN	7,000	2.0	0.3	0.4	0.0	39
22	Washington Ave	Green St	W Madison Ave	Municipal	5,000	2.0	0.8	0.1	0.0	38
18	TN SR-307	Forest Ave	Knox Park	TN	5,000	1.0	0.3	0.3	0.3	34
7	S White St	Green St	Ervin St	TN	45,000	0.0	0.1	0.3	0.7	30
15	S Jackson St	Wayne Rd	Ervin St	Municipal	1,200	0.0	1.0	0.1	0.0	29
3	Decatur Pk (3)	Maple St	Howard St	TN	40,000	2.0	0.1	0.3	0.0	29
20	Denso Dr	Private Brand Way	Decatur Pk	Municipal	5,000	0.0	0.5	0.3	0.0	24
4	Congress Pkwy (1)	City Limit	Dennis St	US	15,000	2.0	0.2	0.1	0.0	24
17	Hammer Hill Rd	Anton St	Jenkins Rd	Municipal	1,000	1.0	0.2	0.2	0.0	21
12	John Duncan Pkwy	CR 249	Holiday Inn Dr	TN	9,000	1.0	0.1	0.1	0.0	14
21	Denso Dr (include outside city)	City Limit	City Limit (from Out)	Municipal	1,000	0.0	0.2	0.2	0.0	12

2+ Lane
2 Lane

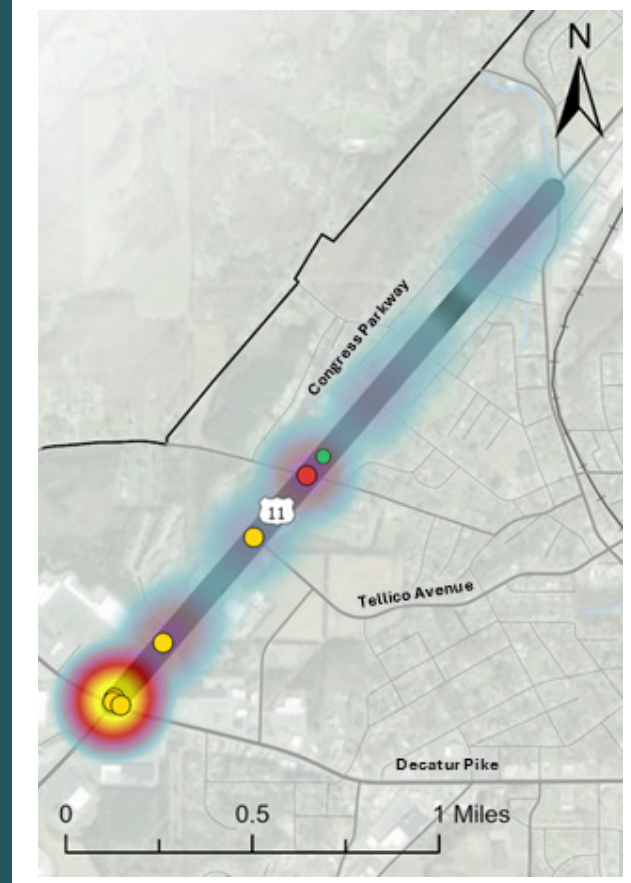
Safe Streets Athens

APPENDIX B

Project FactSheets

Safe Streets Athens

Congress Parkway
from Decatur Pike to Railroad Avenue



VRU (1) Serious Injury (7) Fatal (1)

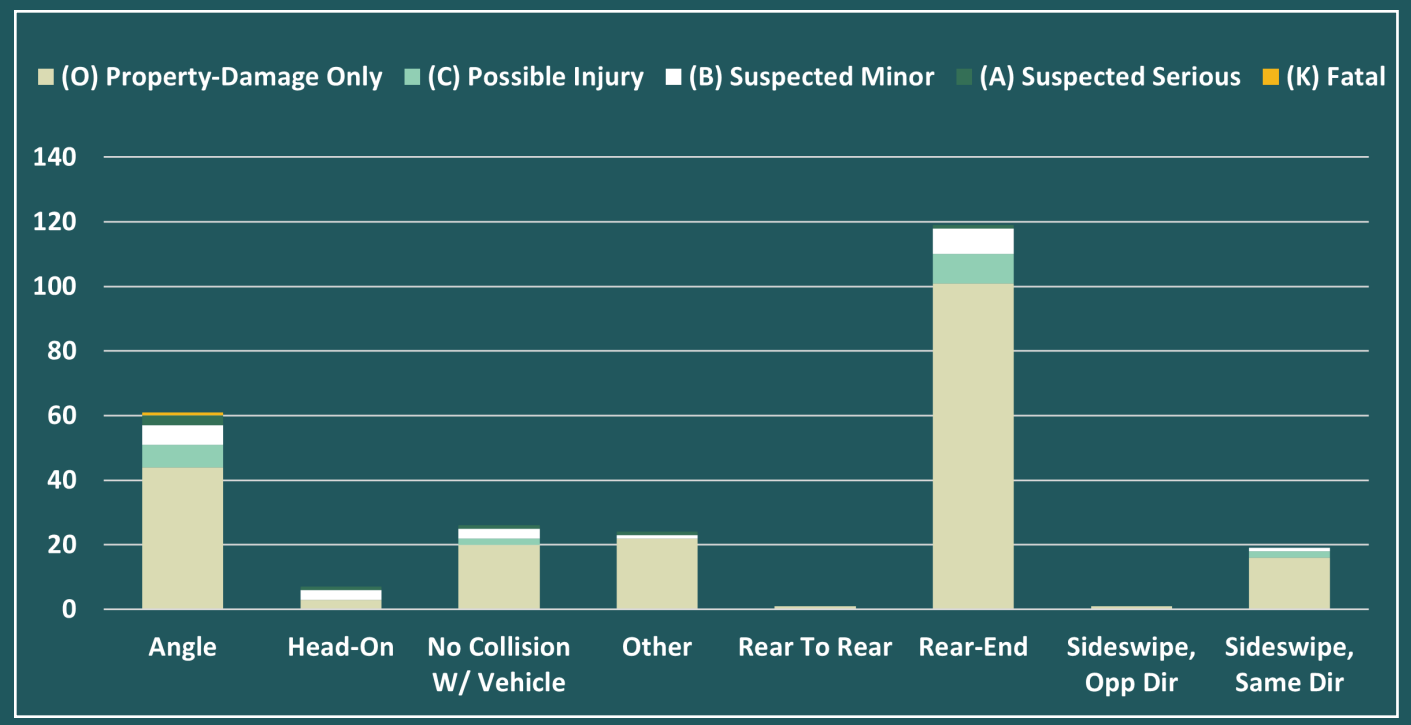
Federal

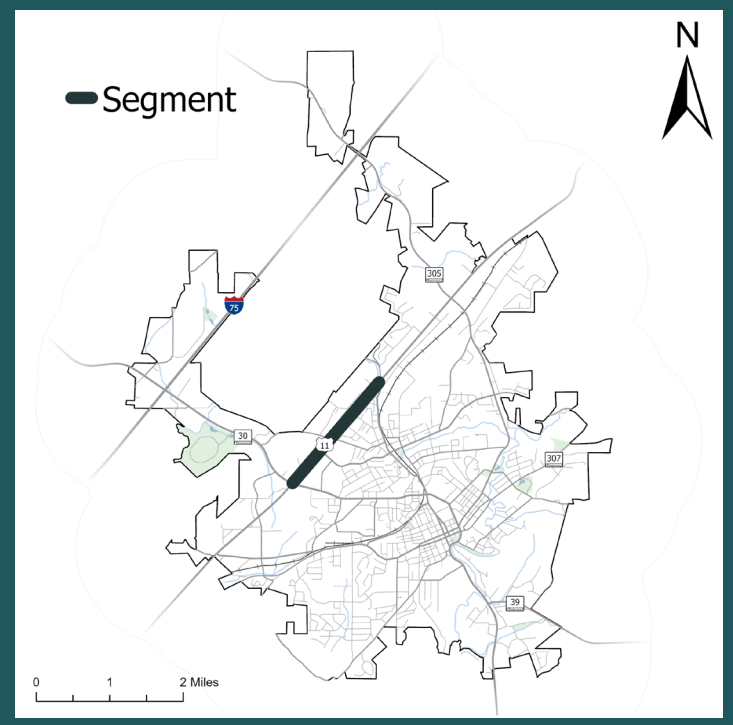
Speed Limit	45 mph
Lanes	4
Vehicle/Day	15,000
Total Crashes	260
HIN Intersections	1

Characteristics

This segment is a Two-Way roadway, divided by a grass median, with a straight alignment and minor grade. Sidewalks are not present on this portion of Congress Parkway.

Along Congress Parkway, Facing Southeast, Near Garden Drive





Overall Ranking: 2

Ranking Index

Fatal & Serious Injury Crashes:
low — high

Vulnerable Road User Crashes:
low — high

Crash Rate:
low — high

Equity Considerations:
low — high

Community Input

- The intersections at Decatur Pike, Velma Road, and ALDI driveway are concerning.
- Improved traffic signal crossings are desired.

Congress Parkway
from Decatur Pike to Railroad Avenue

Safe Streets Athens

Congress Parkway
from Decatur Pike to Railroad Avenue

Recommended Countermeasures

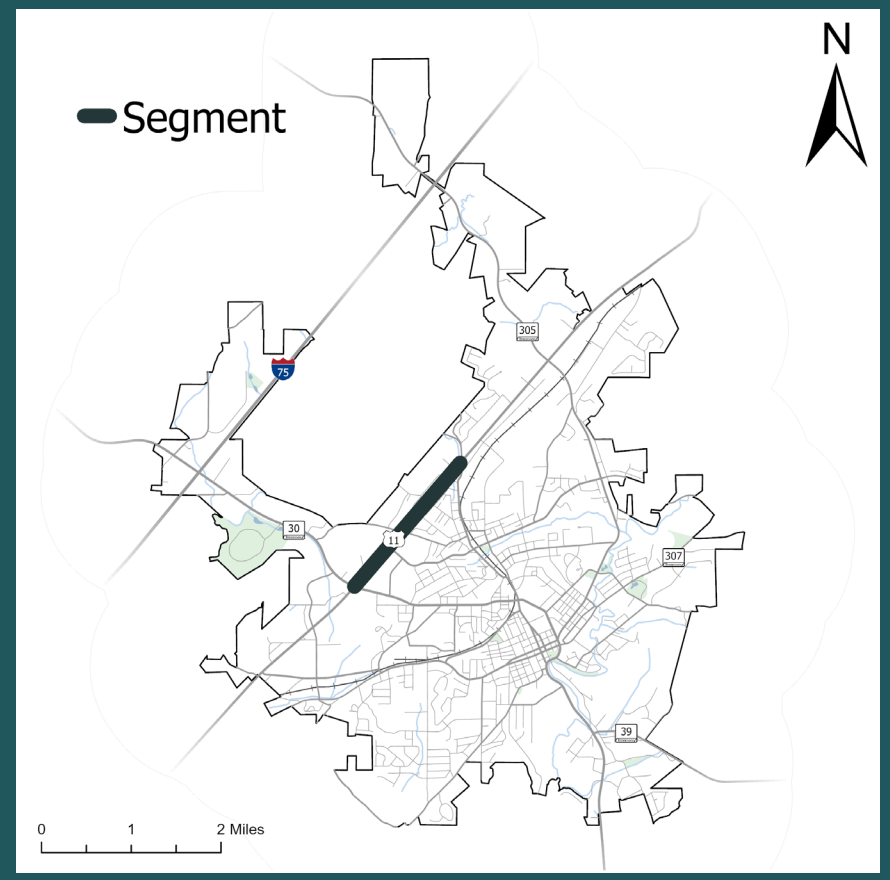
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ● ●	2.1	Improve Corridor Access Management	$$$	Long-Term	● ●
● ●	2.2	Clear Obstacles in Driver Sight Triangles	$	Short-Term	Ready
● ●	2.3	Install Backplates w/ Retroreflective Borders	$	Short-Term	Ready
● ● ●	2.4	Realign Intersection Approaches to Reduce or Eliminate Intersection Skew	$$$	Long-Term	● ●
● ●	2.5	Wider Edge Lines	$	Short-Term	Ready
● ●	2.6	Install Raised Pavement Markers (Both Sides of Road)	$	Short-Term	Ready
● ● ●	2.7	Install Side Path/Sidewalks	$$	Long-Term	● ●
● ● ●	2.8	Install Crosswalk	$	Short-Term	Ready
● ● ●	2.9	Rectangular Rapid Flashing Beacon (RRFB)	$	Short-Term	Ready
● ● ●	2.10	Optimize Signal Timings & Cycle	$	Short-Term	Ready
● ●	2.11	Eliminate Negative offset Left-Turns	$$$	Long-Term	● ●

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

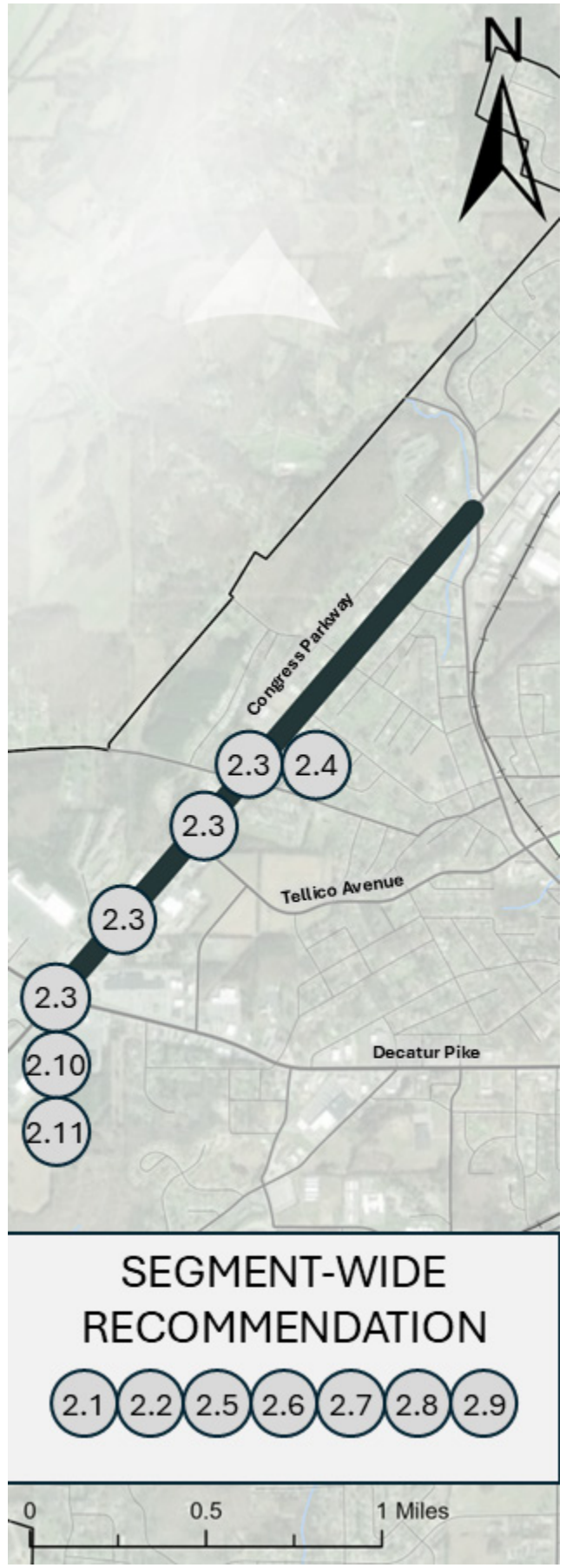
● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
● Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

- Sidewalks offer a dedicated walking space and provide pedestrians with access to destinations along the corridor, decreasing the likelihood of vehicle/pedestrian conflicts within the roadway. Sidewalks provide a safer environment for those who rely on walking as their primary mode of transportation.
- RRFBs provide increased driver awareness, enhanced pedestrian visibility, and increased driver compliance, reducing the likelihood of pedestrian/vehicle crashes.
- Realigning left-turn lanes to eliminate negative offset improves sight lines for left-turning vehicles, allowing drivers to see oncoming traffic more clearly and make safer left-turn maneuvers.
- Signal timing improvements enhance safety by reducing intersection conflicts, preventing red-light running, ensuring pedestrian safety, smoothing traffic flow, and accommodating turning movements.
- Access management controls where vehicles can turn, thereby reducing unpredictable movements that can lead to crashes.
- Backplates w/ retroreflective borders increase the conspicuity of traffic signal heads, especially under low-light conditions. They also help drivers quickly and easily identify traffic signals in the presence of visual clutter. This enhanced visibility and recognition can lead to a reduction in rear-end and angle crashes at signalized intersections.



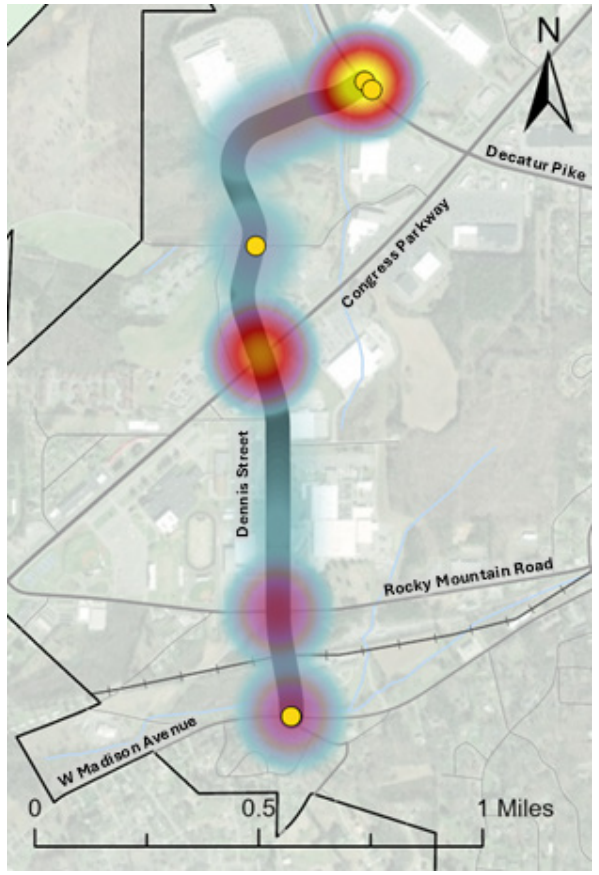
Recommended Countermeasures



Congress Parkway
from Decatur Pike to Railroad Avenue

Safe Streets Athens

Dennis Street
from W Madison Avenue to Decatur Pike



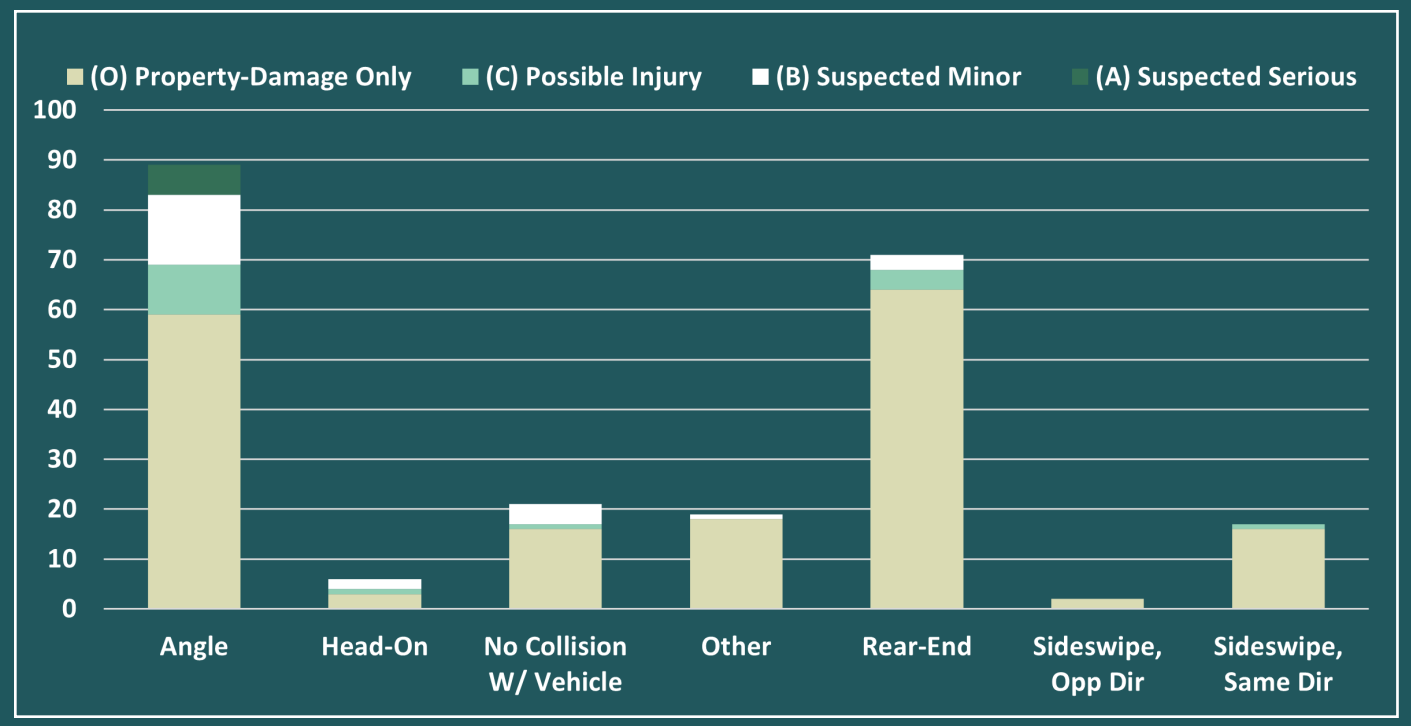
Municipal

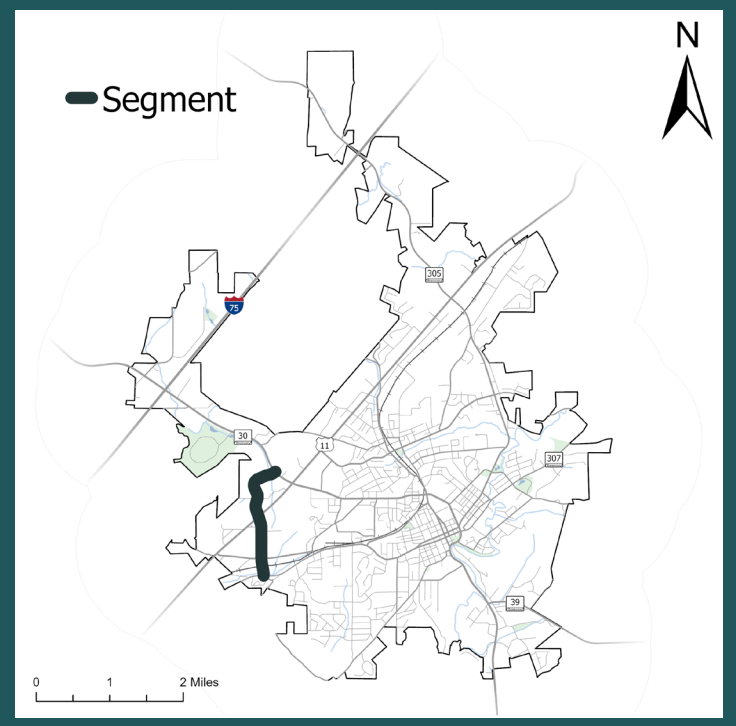
Speed Limit	30 mph
Lanes	2
Vehicle/Day	5,000
Total Crashes	227
HIN Intersections	2

Characteristics

This segment is a two-way roadway, divided by a partial two-way left turn lane (TWLTL). The roadway follows a curved alignment with significant vertical curvature present. There are sidewalks present on a single side of this segment from Wal-Mart to Congress Parkway.

Along Dennis Street, Facing South, Near Bojangles' West Entrance





Overall Ranking: 3

Ranking Index

Fatal & Serious Injury Crashes:
low — high

Vulnerable Road User Crashes:
low — high

Crash Rate:
low — high

Equity Considerations:
low — high

Community Input

- The Dennis Street at Decautur Pike intersection is concerning.
- Improved traffic signal crossings are desired.

Dennis Street
from W Madison Avenue to Decatur Pike

Safe Streets Athens

Dennis Street
from W Madison Avenue to Decatur Pike

Recommended Countermeasures

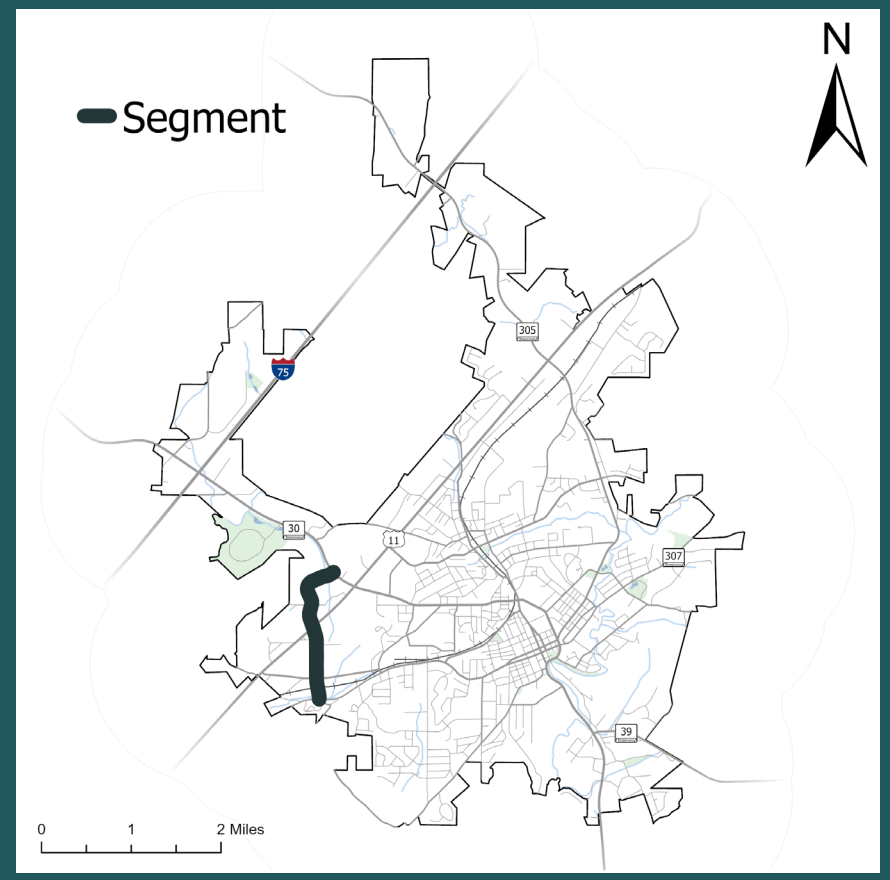
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ● ●	3.1	Package of Low-Cost Intersection Improvements (Can Include Signing, Marking, Transverse Rumble Strips)	$	Short-Term	Ready
● ●	3.2	Wider Edge Lines	$	Short-Term	Ready
● ● ●	3.3	Optimize Signal Timings & Phasing Plans	$	Short-Term	Ready
● ●	3.4	Install Backplates w/ Retroreflective Borders	$	Short-Term	Ready
● ● ●	3.5	Upgrade Signage and Pavement Marking	$	Short-Term	Ready
● ●	3.6	Implement Various Pavement Friction Applications	$	Short-Term	Ready
● ●	3.7	Convert 5-Section Signal Heads to FYAs (Flashing Yellow Arrow)	$	Short-Term	Ready
● ● ●	3.8	Improve Corridor Access Management	$$$	Long-Term	● ●
● ● ●	3.9	Optimize Signal Timings & Phasing Plans	$	Short-Term	Ready

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

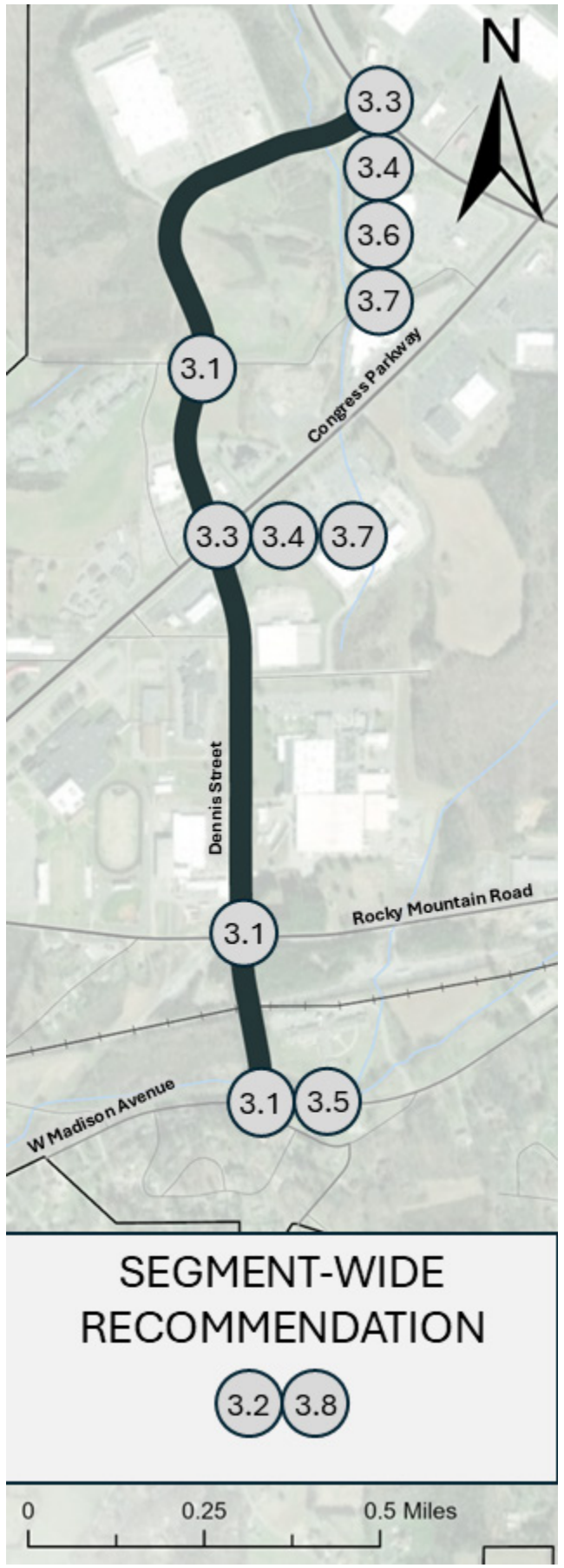
● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
● Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

- High-friction surfaces help to minimize skidding and hydroplaning, particularly in wet conditions. Higher friction levels can also help reduce the impact speed, potentially decreasing the severity of injuries and vehicle damage. Applying high-friction surfaces in high-risk areas such as intersections, curves, pedestrian crossings, and steep gradients can significantly reduce crashes in these locations.
- Flashing yellow arrows at intersections reduce left-turn crashes, improve driver comprehension, enhance traffic flow, and increase safety for all road users.
- Realigning left-turn lanes to eliminate negative offset improves sight lines for left-turning vehicles, allowing drivers to see oncoming traffic more clearly and make safer left-turn maneuvers.
- Signal timing improvements enhance safety by reducing intersection conflicts, preventing red-light running, ensuring pedestrian safety, smoothing traffic flow, and accommodating turning movements.
- Backplates with retroreflective borders increase the conspicuity of traffic signal heads, especially under low-light conditions. They also help drivers quickly and easily identify traffic signals in the presence of visual clutter. This enhanced visibility and recognition can lead to a reduction in rear-end and angle crashes at signalized intersections.



Recommended Countermeasures

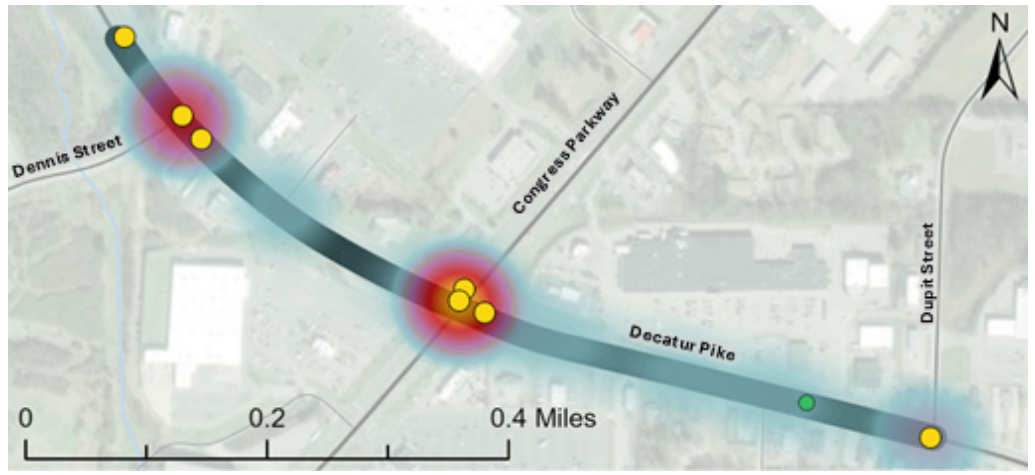


Dennis Street
from W Madison Avenue to Decatur Pike

Safe Streets Athens

Decatur Pike

from W of Dennis Street to Dupit Street



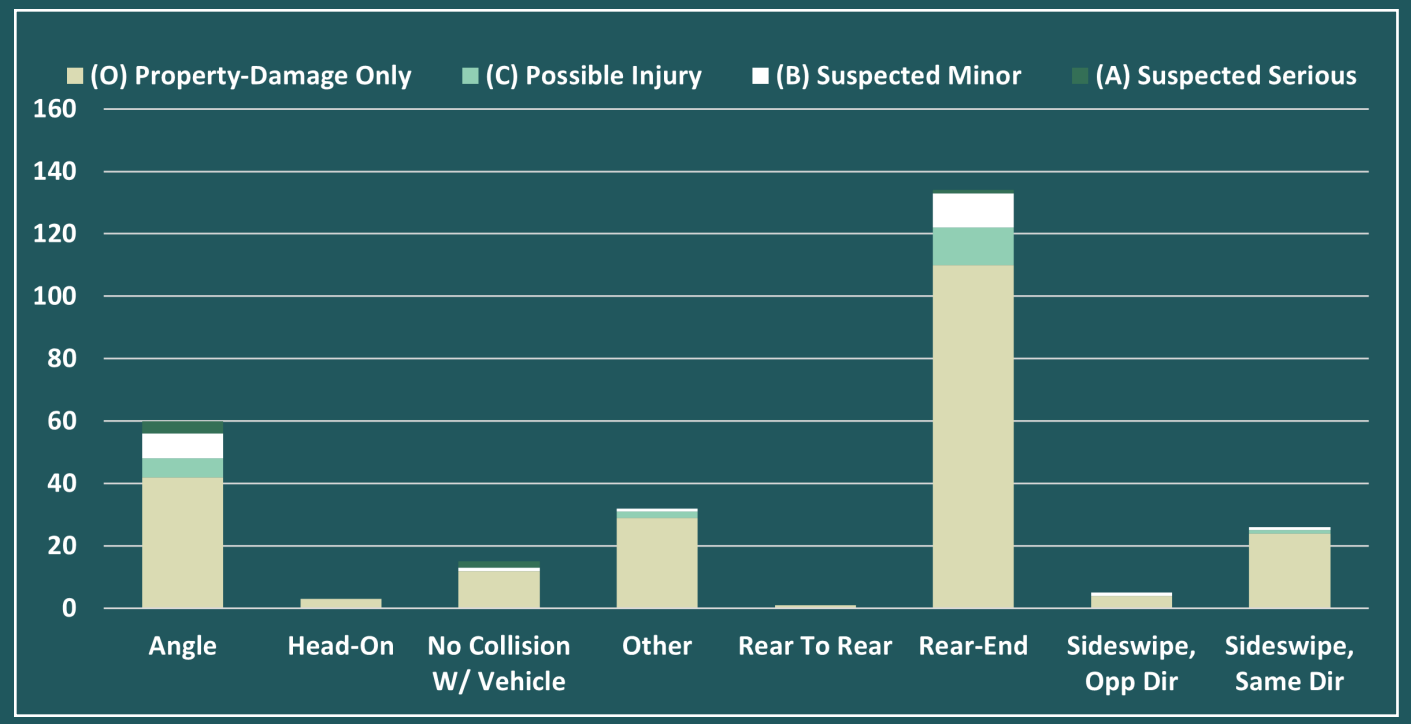
State Route

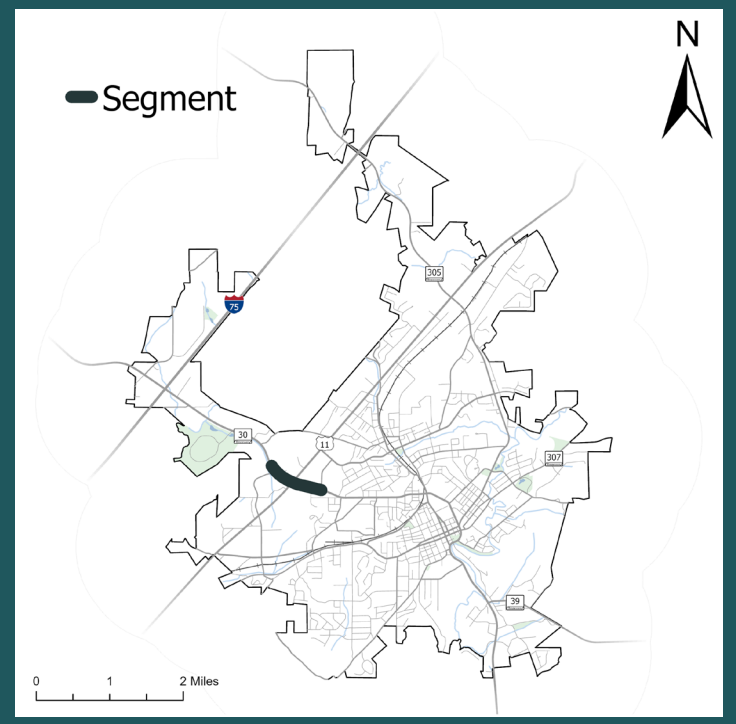
Speed Limit	35 mph
Lanes	4
Vehicles/Day	50,000
Total Crashes	277
HIN Intersections	2

Characteristics

This segment is a two-way roadway, split between being divided by a grass median and a two-way left-turn lane (TWLTL). This roadway follows a curved alignment, with a lightly rolling grade. There is minimal sidewalk coverage throughout this segment of Decatur Pike.

Along Decatur Pike, Facing West, Just West of Dupit Street





Overall Ranking: 4

Ranking Index

Fatal & Serious Injury Crashes:

low — high

Vulnerable Road User Crashes:

low — high

Crash Rate:

low — high

Equity Considerations:

low — high

Community Input

- Driveways to the Athens Plaza Shopping Center cause a multitude of issues, including congestion and multiple vehicle accidents.
- The intersection of Congress Parkway and Decatur Pike is a significant safety concern.

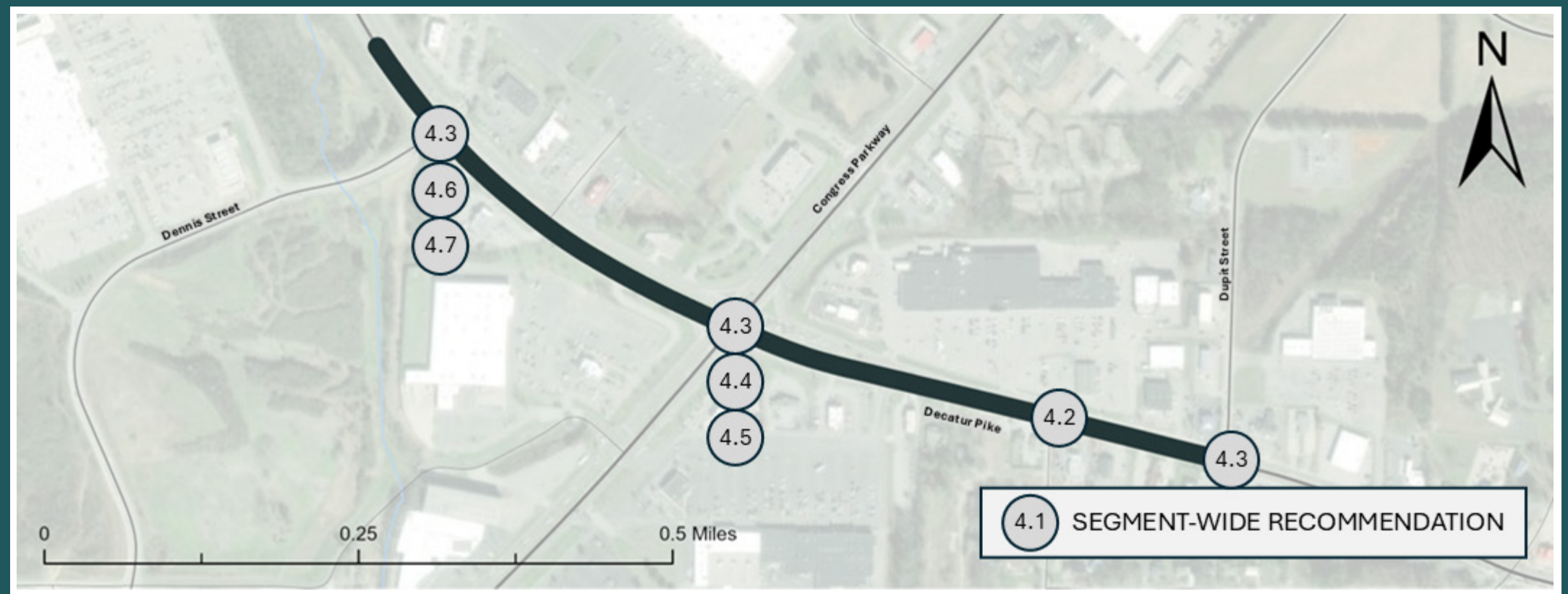
Decatur Pike
from W of Dennis Street to Dupit Street

Safe Streets Athens

Decatur Pike

from W of Dennis Street to Dupit Street

Recommended Countermeasures



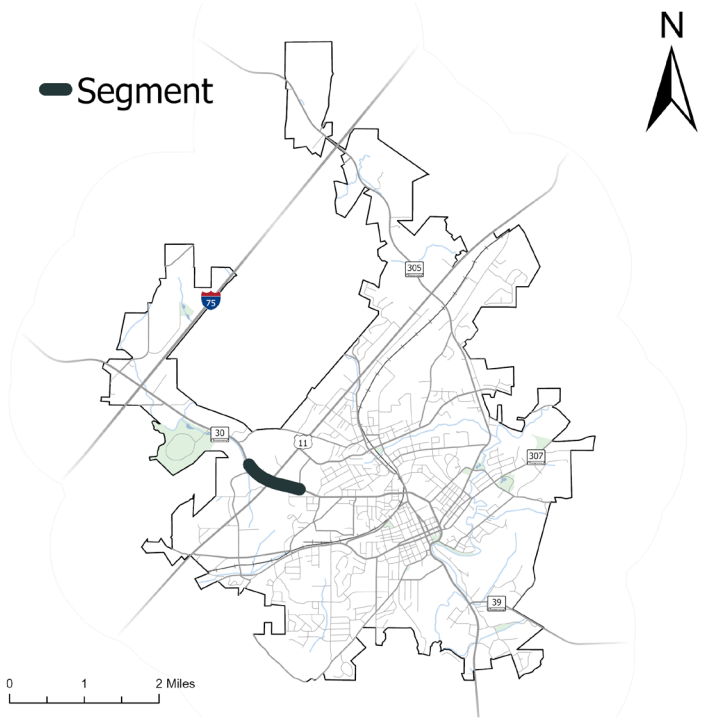
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ● ●	4.1	Improve Corridor Access Management	$$$	Long-Term	● ●
● ● ●	4.2	Replace TWLTL with Median (Install Left-Turn Lanes as Necessary)	$$$	Long-Term	Ready
● ●	4.3	Install Backplates w/ Retroreflective Borders	$	Short-Term	Ready
● ●	4.4	Optimize Signal Cycle & Timings	$	Short-Term	Ready
● ●	4.5	Eliminate Negative Offset Left-Turns	$$	Long-Term	● ●
●	4.6	Convert 5-Section Signal Heads to FYAs (Flashing Yellow Arrow)	$	Short-Term	Ready
●	4.7	Optimize Signal Timings & Cycle Length	$	Short-Term	Ready

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
● Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

- Backplates with retroreflective borders increase the conspicuity of traffic signal heads, especially under low-light conditions. They also help drivers quickly and easily identify traffic signals in the presence of visual clutter. This enhanced visibility and recognition can lead to a reduction in rear-end and angle crashes at signalized intersections.
- Access management controls where vehicles can turn, thereby reducing unpredictable movements that can lead to crashes.
- Flashing yellow arrows at intersections reduce left-turn crashes, improve driver comprehension, enhance traffic flow, and increase safety for all road users.
- Signal timing improvements enhance safety by reducing intersection conflicts, preventing red-light running, ensuring pedestrian safety, smoothing traffic flow, and accommodating turning movements.
- Realigning left-turn lanes to eliminate negative offset improves sight lines for left-turning vehicles, allowing drivers to see oncoming traffic more clearly and make safer left-turn maneuvers.

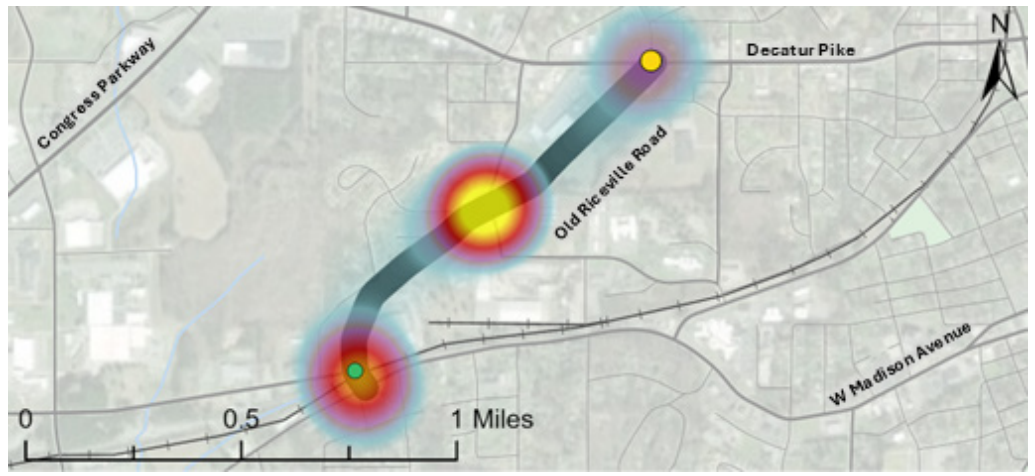


Decatur Pike
from W of Dennis Street to Dupit Street

Safe Streets Athens

Old Riceville Road

from W Madison Avenue to Decatur Pike



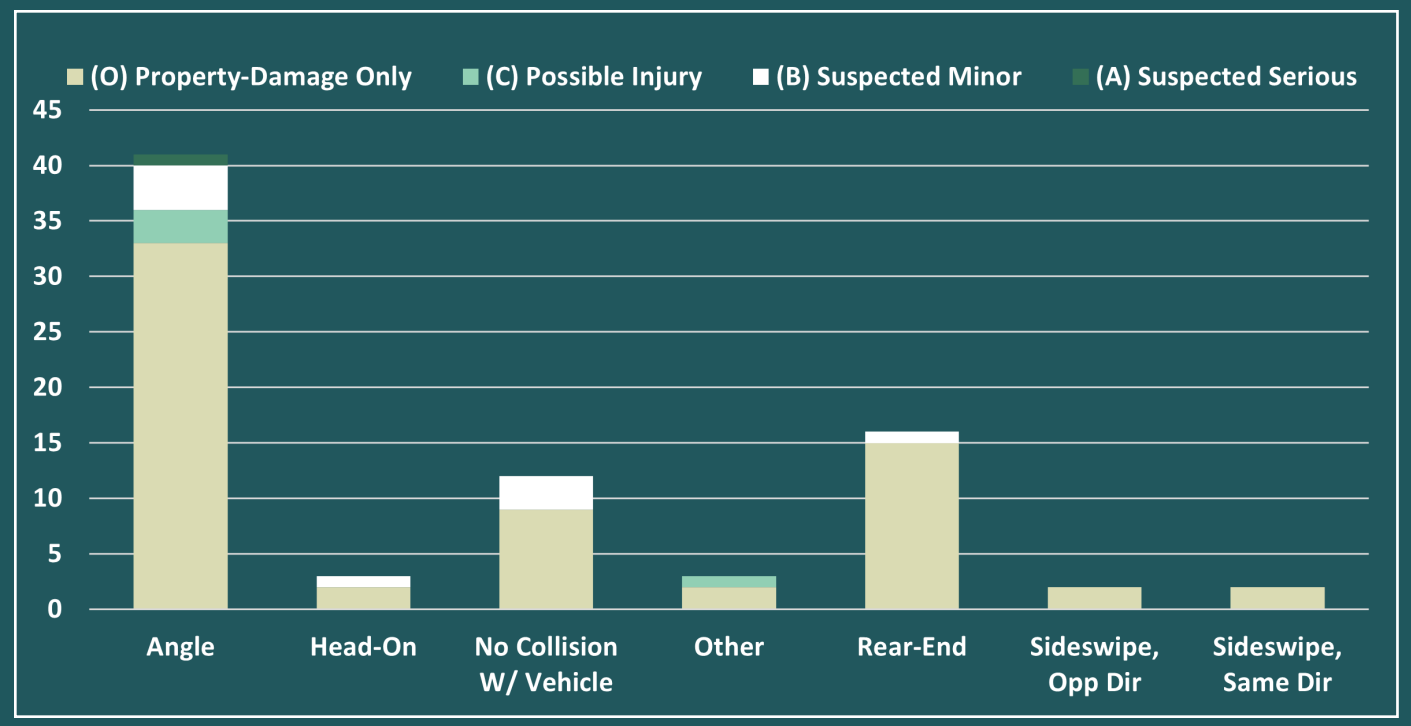
Municipal

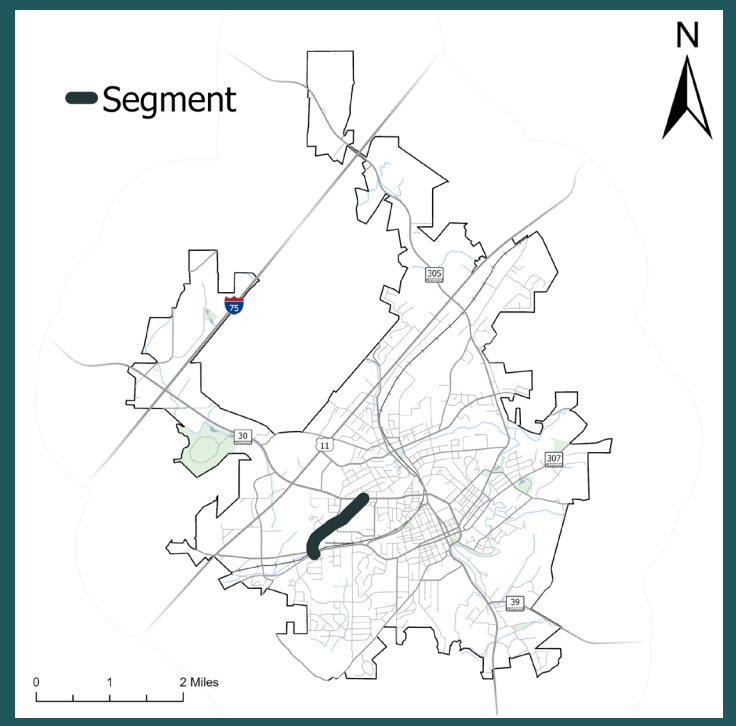
Speed Limit	30 mph
Lanes	2
Vehicles/Day	1,200
Total Crashes	81
HIN Intersections	1

Characteristics

This segment is a two-way, undivided roadway, with a curved alignment and rolling grade (3%). There are 5' sidewalks on one side of Old RIceville Road, spanning approximately 0.5 miles

Along Old Riceville Road, Facing Northeast, Just North of Rocky Mountain Road





Overall Ranking: 5

Ranking Index

Fatal & Serious Injury Crashes:

low — high

Vulnerable Road User Crashes:

low — high

Crash Rate:

low — high

Equity Considerations:

low — high

Community Input

- Safety Concerns at the intersections of Old Riceville Road at:
  - Rocky Mountain Road
  - W Madison Avenue

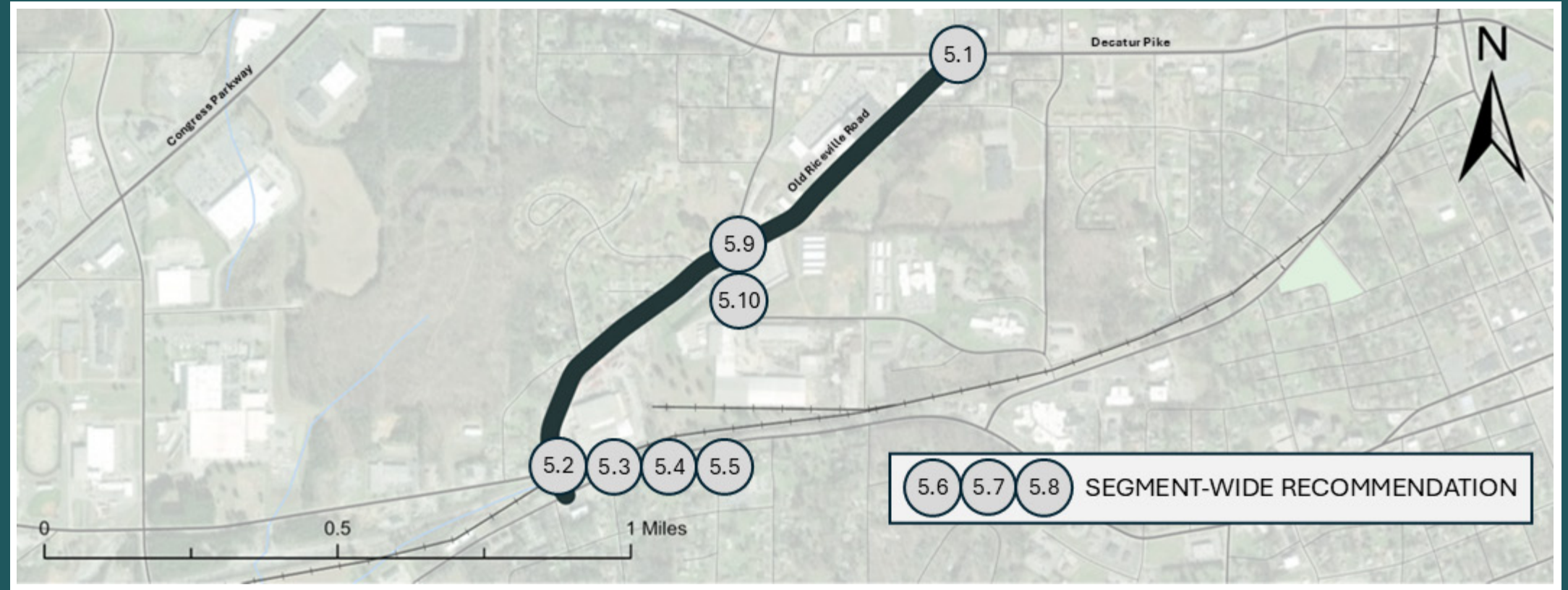
Old Riceville Road

from W Madison Avenue to Decatur Pike

Safe Streets Athens

Old Riceville Road
from W Madison Avenue to Decatur Pike

Recommended Countermeasures



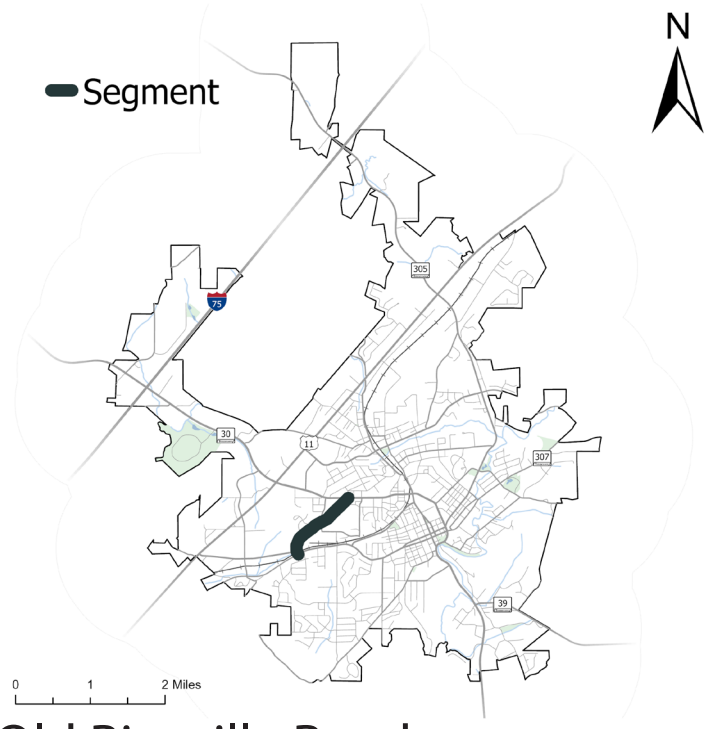
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ●	5.1	Restricted Crossing U-Turn (RCUT)	$	Short-Term	Ready
●	5.2	Rail Pre-Emption Improvements	$$$$	Long-Term	Ready
●	5.3	Improve At-Grade Crossing Equipment & System	$$$$	Long-Term	Ready
● ● ○	5.4	Package of Low-Cost Intersection Improvements (Can Include Signing, Marking, Transverse Rumble Strips)	$	Short-Term	Ready
●	5.5	Clear Obstacles in Driver Sight Triangles	$	Short-Term	Ready
● ●	5.6	Wider Edge Lines	$	Short-Term	Ready
● ●	5.7	Install Curve Feedback Warning Signs	$	Short-Term	Ready
● ●	5.8	Install Optical Speed Bars w/ Retroreflective Pavement Markings and RPMs	$	Short-Term	Ready
● ●	5.9	Install Advanced Warning Signage ahead of Stop-Controlled Intersection	$	Short-Term	Ready
● ○	5.10	Conduct ICE (Intersection Control Evaluation) Study	$$	Long-Term	● ●

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
○ Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

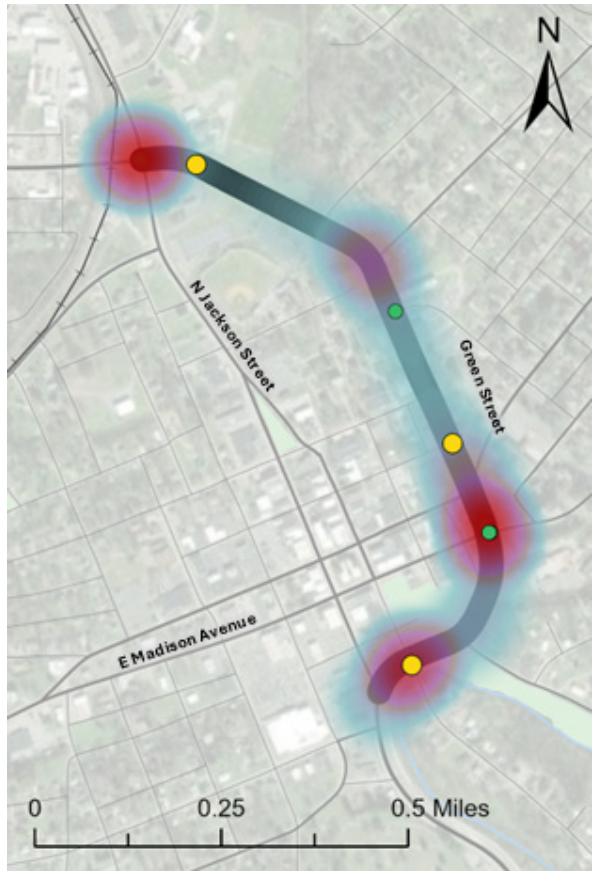
- Enhanced signage, striping, and rumble strips can collectively reduce the risk of crashes at stop-controlled intersections. These low-cost countermeasures provide a significant safety return on investment, improving safety without the need for expensive modifications.
- Curve warning signage alerts drivers about the upcoming curve, encouraging reduced speeds and more cautious driving. The feedback signage offers real-time feedback based on vehicle speeds, enhancing responsiveness and compliance with speed limits.
- Conducting an Intersection Control Evaluation (ICE) at ramps improves safety by identifying the safest and most cost-effective intersection designs, ensuring transparency, and considering innovative solutions.
- Wider edge lines enhance visibility, reduce roadway departures, lower crash rates, and support automated vehicle navigation.
- Railroad crossing gates act as a physical barrier between vehicles and an approaching train, significantly reducing the risk of train/vehicle collisions. Advance signage provides guidance and visibility to drivers approaching the crossing.



Old Riceville Road
from W Madison Avenue to Decatur Pike

Safe Streets Athens

Green Street
from Decatur Pike to S White Street



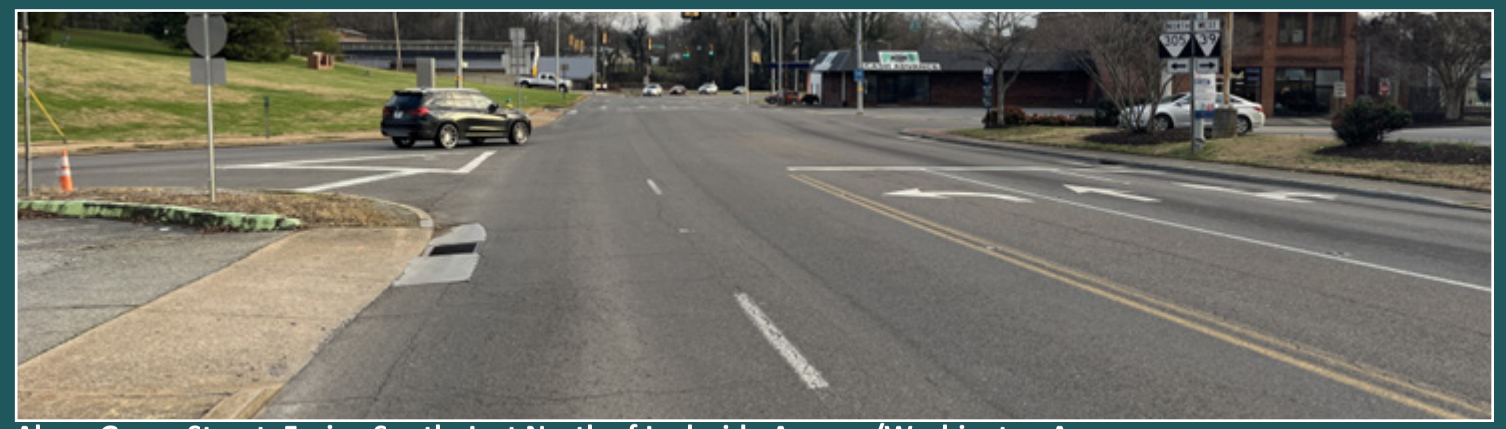
VRU (3) Serious Injury (3) Fatal (0)

State Route

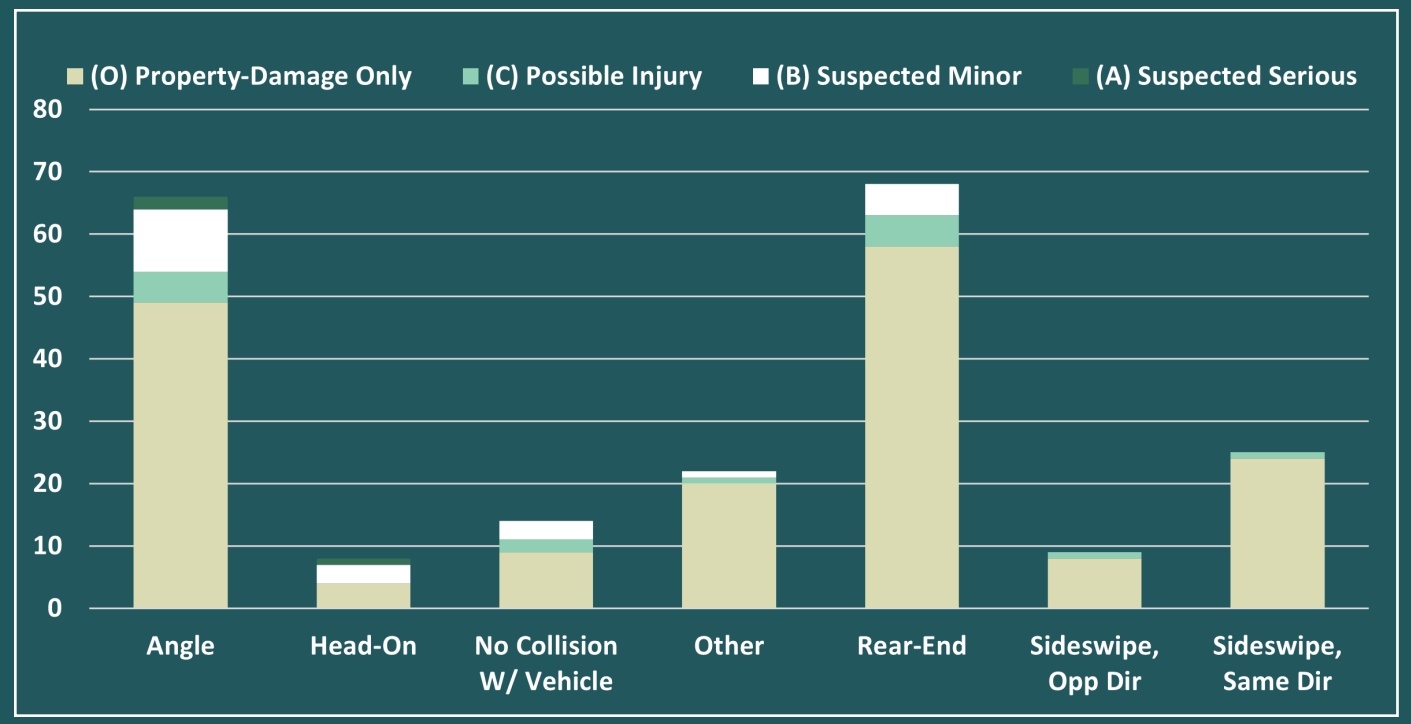
Speed Limit	30 mph
Lanes	4
Vehicle/Day	40,000
Total Crashes	214
HIN Intersections	3

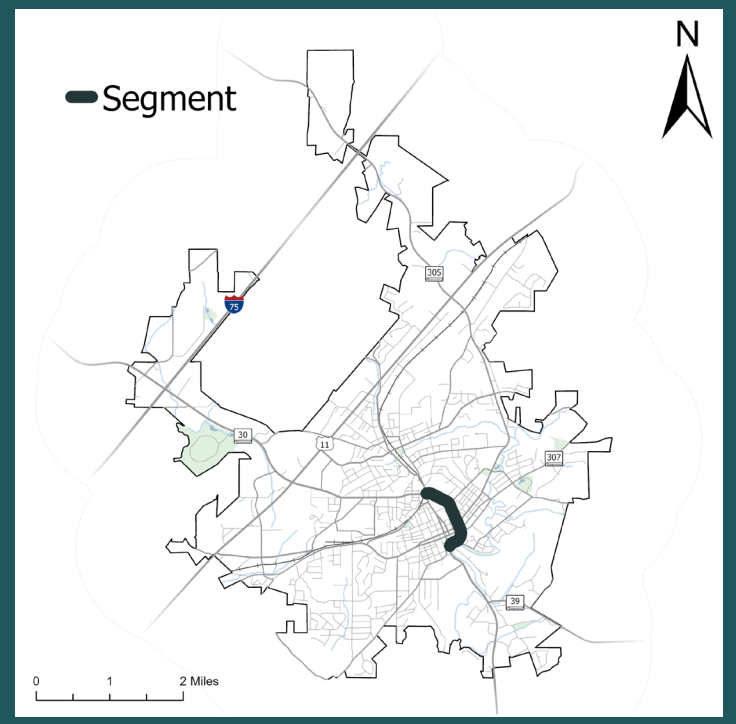
Characteristics

This segment is a two-way, undivided roadway , with a curved alignment and rolling grade (5%). There is approximately 60% of sidewalk presence along Green Street.



Along Green Street, Facing South, Just North of Ingleside Avenue/Washington Avenue





Overall Ranking: 6

Ranking Index

Fatal & Serious Injury Crashes:
low — high

Vulnerable Road User Crashes:
low — high

Crash Rate:
low — high

Equity Considerations:
low — high

Community Input

- Concerning intersections are Green Street at E Washington Avenue, E Madison Avenue, and Decatur Pike.
- Crosswalk in front of First Baptist Church has no time to cross without a green light in some direction.
- Green Street from Depot Hill to Madison is very tight. Pavement markers are faded and difficult to see at night.
- Left turn lanes at Ingleside Avenue and Madison Avenue from Decatur Pike are too short and narrow.

Green Street
from Decatur Pike to S White Street

Safe Streets Athens

Green Street
from Decatur Pike to S White Street

Recommended Countermeasures

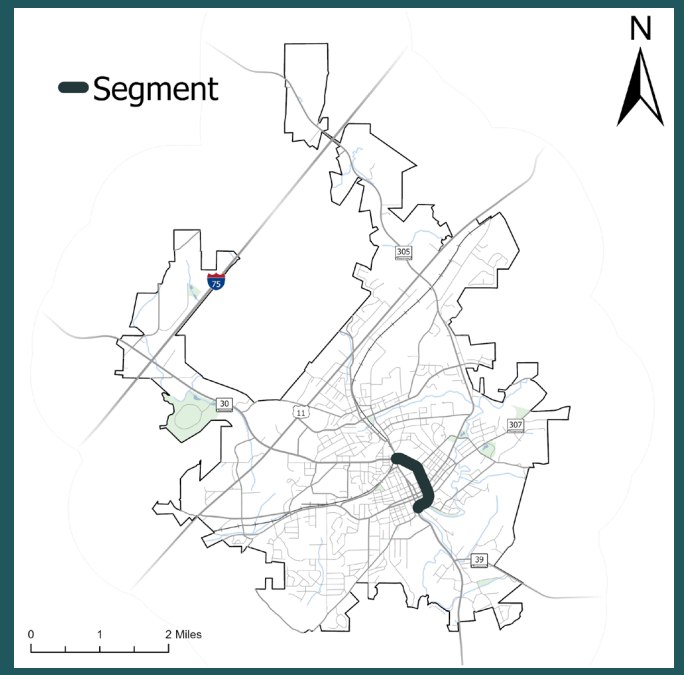
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ● ●	6.1	Install Side Path/Sidewalks	$$$	Long-Term	● ●
● ● ●	6.2	Install Crosswalk	$	Short-Term	Ready
● ● ●	6.3	Realign Intersection Approaches to Reduce or Eliminate Intersection Skew	$$$	Long-Term	● ●
●	6.4	Clear Obstacles in Driver Sight Triangles	$	Short-Term	Ready
● ●	6.5	Install Backplates w/ Retroreflective Borders	$	Short-Term	Ready
● ● ●	6.6	Implement Leading Pedestrian Intervals at Crosswalks	$	Short-Term	Ready
● ●	6.7	Install Advanced Intersection Warning Signs	$	Short-Term	Ready
● ● ●	6.8	Package of Low-Cost Intersection Improvements (Can Include Signing, Marking, Transverse Rumble Strips)	$	Short-Term	Ready
● ● ●	6.9	Implement Roadway Diet / Reconfiguration	$$$	Long-Term	Ready
● ● ●	6.10	Install High-Emphasis Crosswalks at All Approaches	$	Short-Term	Ready
● ● ●	6.11	Optimize Signal Timings & Phasing Plans	$	Short-Term	Ready
● ●	6.12	Restrict Left-Turn Movements from Southbound S White Street	$$	Short-Term	Ready
●	6.13	Realign S White Street SB Approach to Smart-Chanellized Right-Turn	$$	Long-Term	Ready
● ● ●	6.14	Install a Bicycle Lane	$$	Short-Term	Ready
● ● ●	6.15	Install Signalized Crossings for Non-Motorists	$$	Long-Term	Ready
● ● ●	6.16	Install Rectangular Rapid Flashing Beacons (RRFBs)	$	Short-Term	Ready

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
● Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

- Sidewalks offer a dedicated walking space and provide pedestrians with access to destinations along the corridor, decreasing the likelihood of vehicle/pedestrian conflicts within the roadway. Sidewalks provide a safer environment for those who rely on walking as their primary mode of transportation.
- Backplates with retroreflective borders increase the conspicuity of traffic signal heads, especially under low-light conditions. They also help drivers quickly and easily identify traffic signals in the presence of visual clutter. This enhanced visibility and recognition can lead to a reduction in rear-end and angle crashes at signalized intersections.
- A road diet, which involves reducing the number of vehicular lanes and repurposing the extra roadway width for other modes of travel, typically results in lower vehicle speeds, fewer conflict points, and safer accommodations for pedestrians and cyclists.

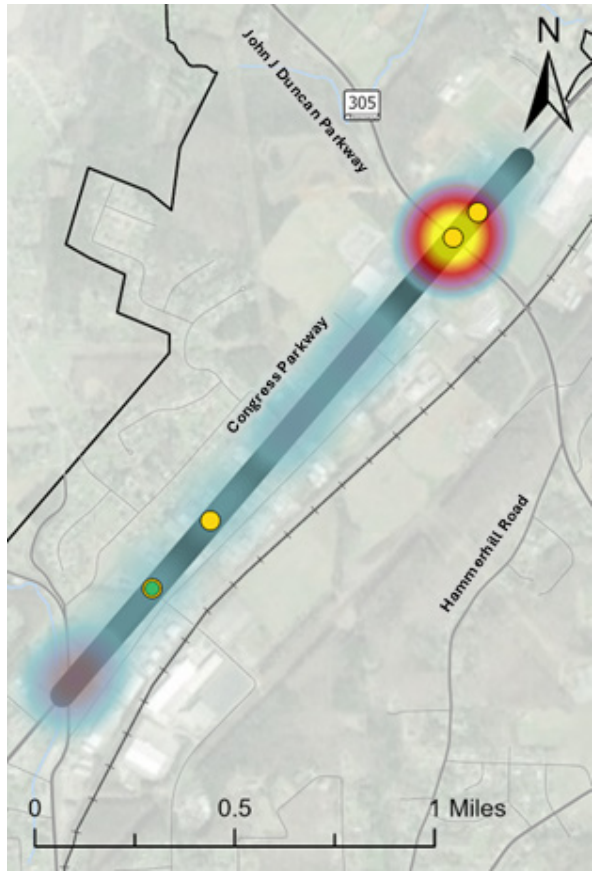


Recommended Countermeasures

Green Street
from Decatur Pike to S White Street

Safe Streets Athens

Congress Parkway
from Railroad Avenue to Dollar General Parking Lot



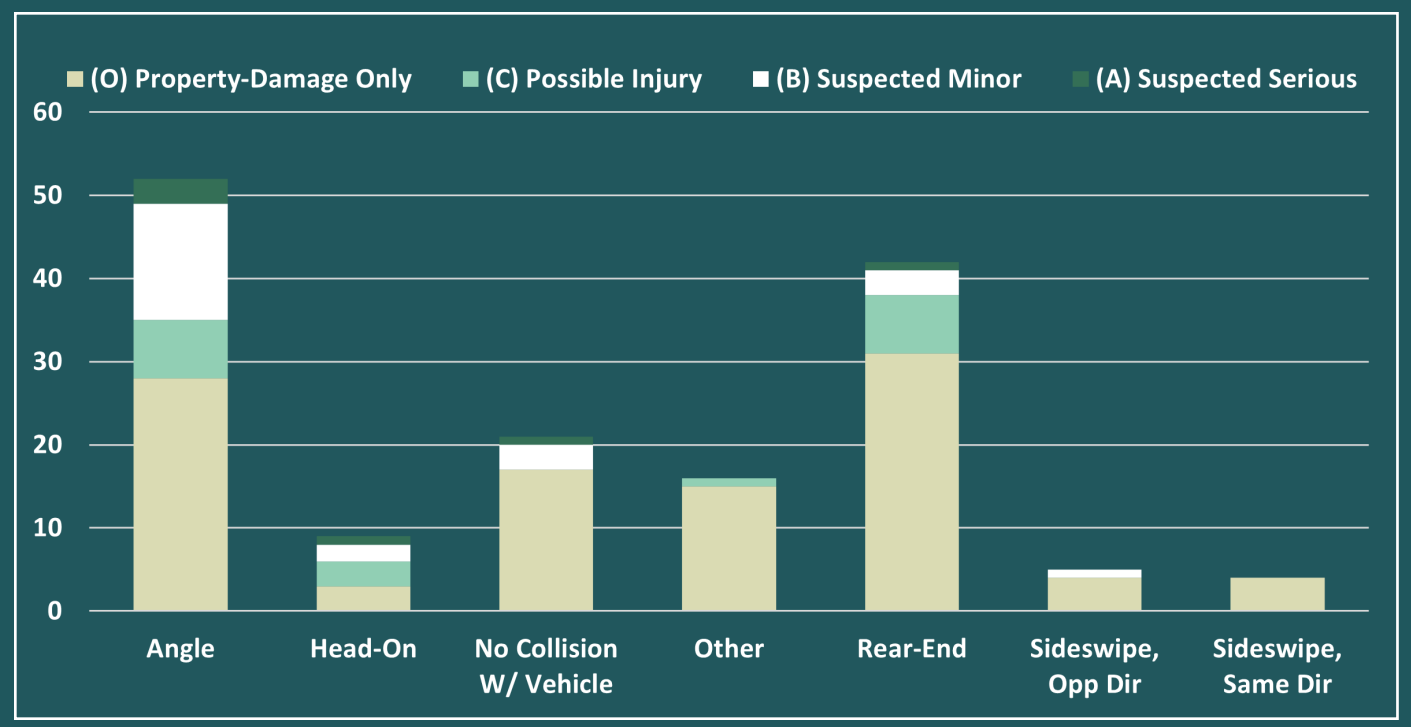
Federal

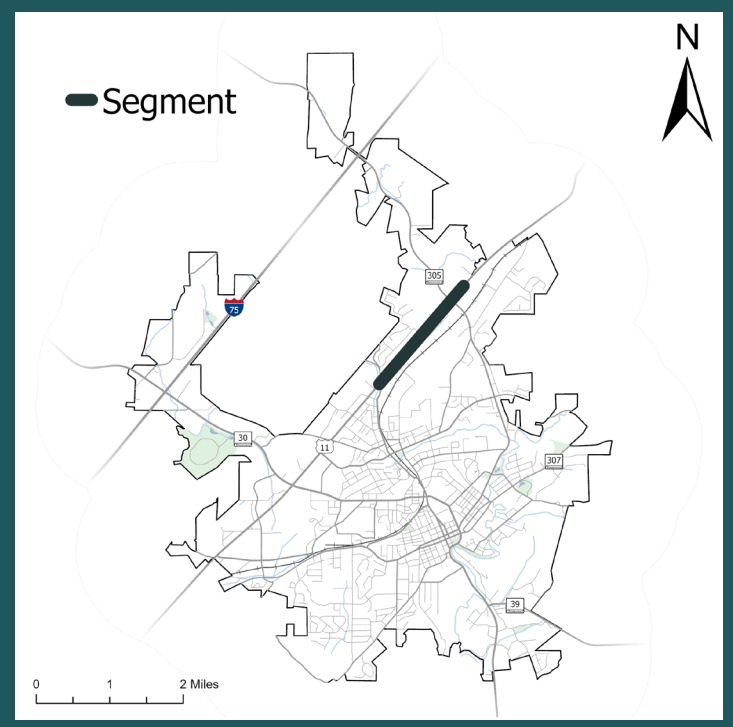
Speed Limit	45 mph
Lanes	4
Vehicle/Day	10,000
Total Crashes	150
HIN Intersections	1

Characteristics

This segment is a two-way roadway, divided by a grass median. The roadway follows a straight alignment with minor grade. Sidewalks are not present on this segment of Congress Parkway.

Along Congress Parkway, Facing Northeast, Just Southwest of AgCentral Co-Op Entrance





Overall Ranking: 7

Ranking Index

Fatal & Serious Injury Crashes:

low — high

Vulnerable Road User Crashes:

low — high

Crash Rate:

low — high

Equity Considerations:

low — high

Community Input

- The intersections of Congress Parkway at Mt Verd Road and Ingleside Avenue are concerning.

Congress Parkway
from Railroad Avenue to Dollar General Parking Lot

Safe Streets Athens

Congress Parkway
from Railroad Avenue to Dollar General Parking Lot

Recommended Countermeasures

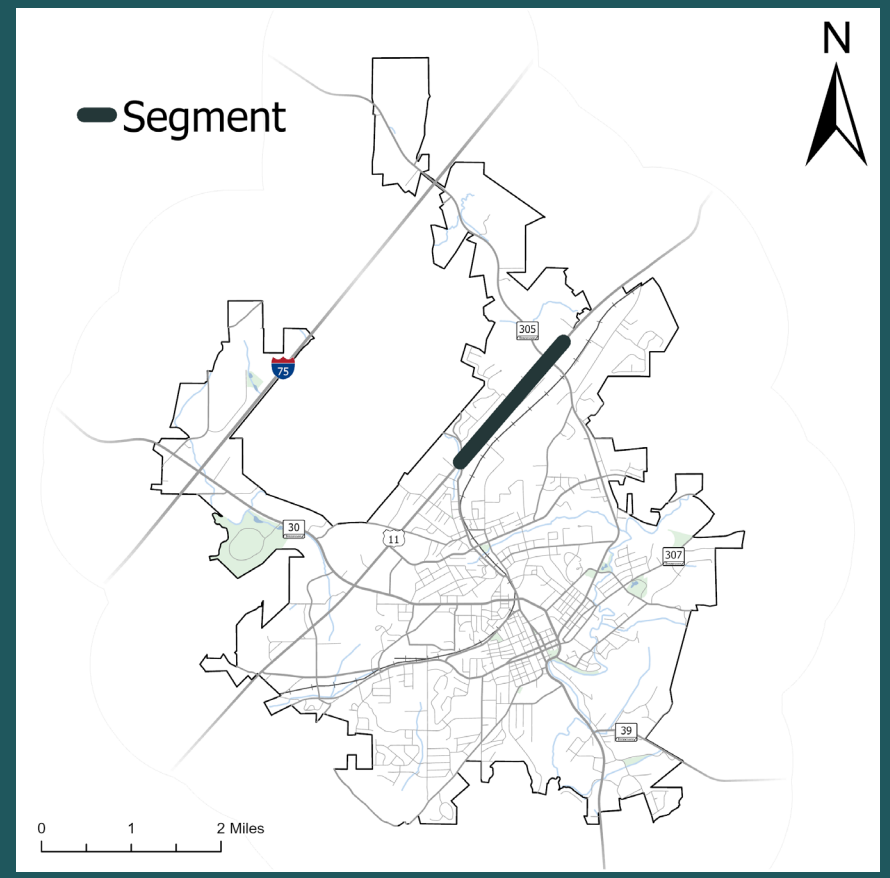
	ID	Countermeasure	Cost	Schedule	Project Readiness
● ●	7.1	Wider Edge Lines	$	Short-Term	Ready
● ○	7.2	Install Raised Pavement Markers (Both Sides of Road)	$	Short-Term	Ready
● ● ○	7.3	Improve Corridor Access Management	$$$	Long-Term	● ●
●	7.4	Clear Obstacles in Driver Sight Triangles	$	Short-Term	Ready
● ● ○	7.5	Install Side Path/Sidewalks	$$$	Long-Term	● ●
● ● ○	7.6	Install Crosswalk	$	Short-Term	Ready
● ● ○	7.7	Rectangular Rapid Flashing Beacon (RRFB)	$	Short-Term	Ready
●	7.8	Convert Approach to Right-In Right-Out (RIRO)	$$	Short-Term	Ready
● ● ○	7.9	Realign Intersection Approaches to Reduce or Eliminate Intersection Skew	$$$	Long-Term	● ●
● ○	7.10	Install Red-Light Flashing Beacons	$	Short-Term	Ready

$ - 0 to 50,000; $$ - 50,001 to 100,000; $$$ - 100,001 to 500,000; $$$$ - Over 500,000

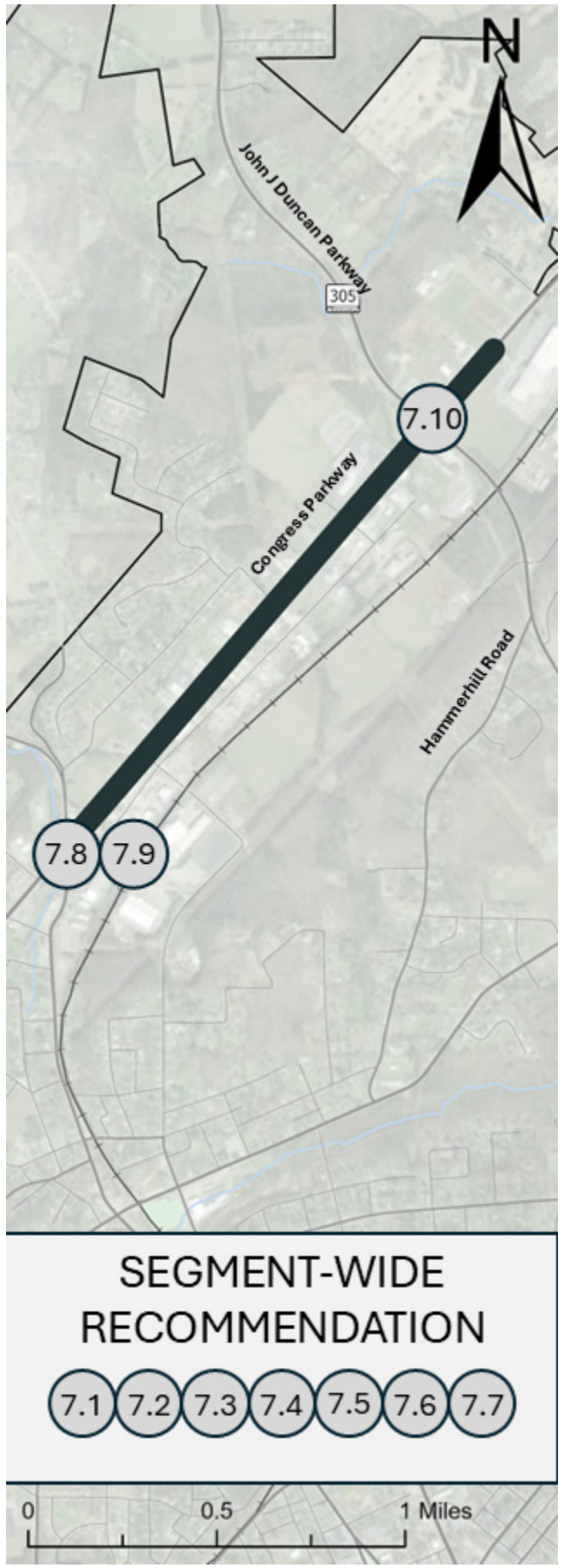
● FHWA Proven Safety Countermeasure
● Crash Modification Factors Countermeasure
○ Vulnerable Road User Related Countermeasure
● Requires ROW Acquisition
● Requires Utility Relocation

Benefit Summary

- Correcting a skew can improve sight lines and reduce blind spots, allowing drivers to see oncoming traffic more clearly and make safer crossing or turning decisions.
- Access management controls where vehicles can turn, thereby reducing unpredictable movements that can lead to crashes.
- Wider edge lines enhance visibility, reduce roadway departures, lower crash rates, and support automated vehicle navigation.
- Raised pavement markers enhance visibility, provide better lane guidance, improve wet-night visibility, and help calm traffic.
- Countermeasures that successfully deter red-light running, such as the use of red-light cameras, signal timing adjustments, and targeted enforcement, can offer substantial safety benefits through the reduction in frequency and severity of crashes at signalized intersections.



Recommended Countermeasures



Congress Parkway
from Railroad Avenue to Dollar General Parking Lot


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item

III K. Approval of Resolution 2025-08 Designating April as Fair Housing Month in the City of Athens

Overview

The city has adopted and incorporated Fair Housing Laws into its municipal codes and fully supports fair housing for all. To that end, the city has traditionally designated the month of April as Fair Housing Month and encourages all citizens to be aware of and support fair housing. The resolution is attached.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration. If approved, the city will prepare and publish a variety of social media posts to enhance citizens' awareness of the needs and benefits of fair housing.

Affected Departments

Community Development
Communications Coordinator

RESOLUTION NO. 2025-08

A RESOLUTION DESIGNATING
FAIR HOUSING MONTH IN THE CITY OF ATHENS.

WHEREAS, the strength of our nation, and all of its cities and states, flows from the promise of individual equality and freedom of choice; and

WHEREAS, the **57th anniversary** of the enactment of Title VIII of the Civil Rights Act of 1968, the Federal Fair Housing Law, during the month of April, is an occasion for Americans -- individual and collectively -- to rededicate themselves to the principal of freedom of choice and to participate in efforts to eliminate vestiges of housing discrimination wherever they exist. This law guarantees for each citizen that critical, personal element of freedom of choice and the selection of the home; and

WHEREAS, the City of Athens passed Ordinance No. 577 on June 5, 1979, adopting the Fair Housing Law into its Municipal Code; and

WHEREAS, the City of Athens fully endorses the concept behind the Fair Housing Law and pledges to enforce the provisions of its Municipal Code dealing with the implementation of fair housing laws.

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

That the recitals above are true and accurate and form a part of this Resolution; and

That meeting in regular session duly assembled this **18th** day of **March 2025**, that the month of April be designated FAIR HOUSING MONTH and that the citizens of this community are hereby encouraged to obey and support fair housing laws.

ON MOTION BY _____,

SECONDED BY _____,

said Resolution was approved by roll call vote on the **18th** day of **March 2025**.

ATTEST:

_____
Larry Eaton, Mayor

_____
Randall Dowling, City Manager

APPROVED AS TO FORM:

_____
Christopher M. Caldwell, City Attorney

Agenda Item

III L. Approval of Resolution 2025-09 Authorizing Submitting an Application to the Tennessee Department of Transportation for a Traffic Signal Modernization Program Grant

Overview

The Tennessee Department of Transportation (TDOT) has a traffic signal modernization program grant available to cities to assist them with modernizing their existing traffic signal equipment and operations for intersections on state routes to reduce crashes and traffic congestion, increase detection reliability, and improve traffic signal visibility. Under this grant program, TDOT performs engineering services and the grant, of up to a maximum of $125,000, would cover 100% of the needed equipment and installation cost without a required city match. Anything over the $125,000 grant amount would be funded by the city. The city proposes to apply for this grant to modernize the traffic signals at the intersections of White Street/Elizabeth Street, White Street/Park Street, Green Street/Jackson Street, Green Street/Madison Avenue, and Green Street/Ingleside Avenue and Washington Avenue. These improvements have been identified in the adopted Traffic Safety Action Plan, Community Mobility Plan, and Bike & Pedestrian Master Plan.

A memo from the Public Works Department and resolution are attached for further information.

Action to Consider

Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments

Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: March 4, 2025

SUBJECT: Traffic Signal Modernization Program (TSMP) Grant

Summary

The TSMP grant is designed to help communities modernize existing traffic signal equipment and operations for intersections on state routes. Eligible grant items include:

- Controllers & Conflict Monitors
- Controller Cabinet & Equipment
- Signal Heads & Flashing Beacons
- Supplemental Signal Heads
- Ped Signal Heads & Push Buttons
- Advance & Stop Line Detection
- Signal Timing Optimization Plans
- School Zone Flashing Beacons

The upgrades provided through these grant funds are intended to:

- Reduce crashes
- Reduce traffic congestion
- Increase detection reliability
- Improve traffic signal visibility

The Public Works Department proposes to use the grant funds at the following intersections:

- White Street & Elizabeth Street
- White Street & Park Street
- Green Street & Jackson Street
- Green Street & Madison Avenue
- Green Street & Ingleside Avenue/Washington Avenue

The grant provides funding for projects up to a maximum of $125,000. Additionally, engineering services are provided by TDOT staff or a TDOT oncall engineering firm and the cost of these services do not count toward the maximum grant contribution. The grant covers 100% of the project cost up to the grant maximum and the City would only be required to provide funding if the total exceeds $125,000.

A signal timing plan would be developed for this corridor which includes an AM Peak, PM Peak, and Mid-Day Peak plan. All signals would be connected via a fiber connection so that they operate off a reliable communication network rather than a clock which tends to drift over time and get off sequence causing inefficiency in the system. Detection at these intersections would be upgraded to operate off Wavetronix or Gridsmart technology rather than in ground loop detectors. Some intersections will need upgrades to equipment located within the traffic control cabinets.

The final product will address one of the top priorities based upon location as identified in the Traffic Safety Action Plan. It will also coordinate nicely with the pedestrian improvements to be made at the Five Points Intersection through the Multi-Modal Grant Project. Once pedestrian crossings are added to the two intersections at Five Points, the need for improved coordination and communication between these signals will be greater to prevent a reduction in the level of service because as time is added to allow pedestrians to cross traffic will be further delayed. Coordination of the corridor will mitigate this issue.

Action Item

Motion to approve a resolution authorizing the City to apply for a Traffic Signal Modernization Program Grant.

RESOLUTION NO. 2025-09

A RESOLUTION AUTHORIZING THE CITY OF ATHENS TO APPLY FOR A GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORATION TRAFFIC SIGNAL MODERNIZATION PROGRAM (TSMP).

WHEREAS, the Tennessee Department of Transportation through the Traffic Signal Modernization Program administers grant funds to assist local governments with modernizing traffic signal equipment and operations; and

WHEREAS, the City of Athens recognizes the importance of modernizing traffic signal infrastructure to enhance safety and efficiency of the system; and

WHEREAS, the City of Athens Public Works Department has evaluated its infrastructure needs through various transportation plans; and

WHEREAS, the City of Athens seeks funding to develop and implement a signal timing plan for the corridor from the White Street/Elizabeth Street intersection to the Green Street/Ingleside Avenue intersection; and

WHEREAS, the Traffic Safety Action Plan, Community Mobility Plan, Bike and Pedestrian Master Plan, and the Athens City School Campus Transportation Improvements Project all prioritized this corridor as needing improvements; and

WHEREAS, the TSMP program provides 100% funding for approved projects on a reimbursement basis; and

WHEREAS, the City of Athens supports the application for funding to design and implement improvements at this location within the city; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Athens, Tennessee, that:

1. The City of Athens is authorized to apply for funding through the Tennessee Department of Transportation Traffic Signal Modernization Program.
2. The City Mayor and staff are authorized to submit an application for grant funding with the funding agency.
3. The City Clerk is directed to maintain records of this resolution and related documentation for the grant application.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its passage, the public welfare requiring it.

ON MOTION BY _____**,**

SECONDED BY _____**,**

said Resolution was approved by roll call vote on the **18th** day of **March 2025**.

ATTEST:

_____
Larry Eaton, Mayor

_____
Randall Dowling, City Manager

APPROVED AS TO FORM:

_____
Christopher M. Caldwell, City Attorney

Agenda Item
III. M. Recodification of Athens City Code

Overview
The Athens City Code was last codified on March 21, 1995 (Ordinance 802). Since then, over 300 ordinances have been passed by the Athens City Council. As new ordinances are enacted or existing ones are modified, the municipal code needs to be updated to reflect those changes. This recodification will bring the Athens City Code up-to-date and organize it into a comprehensive and accessible format.

Municode, a publishing software hosted by CivicPlus, has reformatted the city code making it easier for city officials, law enforcement, businesses, and citizens to find and interpret the rules / laws that apply to them. The goals for this recodification are to enhance clarity and consistency, ensure legal compliance, improve enforcement, allow public transparency by providing digital access that is searchable, and user-friendly.

The Public Hearing of Ordinance 1137 will be on Tuesday, March 18, 2025 during the Regular Session of the Athens City Council. Ordinance 1137 is attached.

If the second reading passes, a public notice will be published the following Saturday, March 22, 2025, for Notice of Municipal Code of Ordinances Adopted.

The new City Code will be effective after publication of the adoption notice.

Action to Consider
Consensus to move this item to the March 18, 2025 regular session for consideration.

Affected Departments
All Departments

ORDINANCE NO. 1137

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF ATHENS, TENNESSEE; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE CITY OF ATHENS AS FOLLOWS:

SECTION 1. The Code entitled "Code of Ordinances, City of Athens, Tennessee," published by Municode, consisting of titles 1 through 24, each inclusive, is adopted.

SECTION 2. All ordinances of a general and permanent nature enacted on or before March 19, 2024, and not included in the Code or recognized and continued in force by reference therein, are repealed.

SECTION 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

SECTION 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine up to the maximum amount permitted or required by state law. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the city may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

SECTION 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the city to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

SECTION 6. Ordinances adopted after March 19, 2024, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

SECTION 7. BE IT FURTHER ORDAINED that this ordinance shall become effective from and after its passage.

Passed and adopted by Athens City Council this **18th** day of **March 2025**.

FIRST READING:	**February 18, 2025**	**Passed**
SECOND READING:	**March 18, 2025**	
DATE OF PUBLIC HEARING:	**March 18, 2025**	

ATTEST: Larry Eaton, Mayor

Randall Dowling, City Manager

APPROVED AS TO FORM:

Christopher M. Caldwell, City Attorney

Agenda Item

III N. Second Reading, Public Hearing, and Adoption of Ordinance 1138 Updating the City's MS4 Stormwater Ordinance for Compliance

Overview

The city has been operating a MS4 stormwater management program as required by the Tennessee Department of Environment & Conservation (TDEC) since 2014. The city is now required by TDEC to update its stormwater management ordinance, as codified in Title 14, Chapter 5 of the City Code, to bring the city into compliance with current regulations and requirements. The updates include changes due to general updates in the TDEC MS4 permit, changes to address TDEC audit comments, and changes to address the TDEC statewide permit (attached are more details). Failure to update the city's stormwater management ordinance would place the city's stormwater management program into non-compliance which may subject the city to penalties.

A memo from the Interim Public Works Director and the updated stormwater management ordinance are attached.

To remain in compliance with TDEC regulations, the first reading of the updated stormwater management ordinance was conducted during the February 18, 2025 regular session, a required advertisement was published on February 22, 2025, and a second reading, public hearing, and adoption is scheduled for March 18, 2025.

Action to Consider

Consensus to move this item to the March 18, 2025 regular session to conduct a second reading, public hearing, and adopt the ordinance.

Affected Departments

Public Works

PUBLIC WORKS

TO: Randall Dowling, City Manager

FROM: Kevin L. Helms, Project Manager/Interim Public Works Director

Cc: Ben Burchfield, Public Works Director

DATE: January 30, 2025

SUBJECT: MSIV Stormwater Ordinance

Background

The MSIV Program is a result of the 1972 Clean Water Act which falls under the purview of the US EPA. The enforcement of the act has been delegated to the states and in our case is managed by TDEC. TDEC has mandated that local governments implement a stormwater program which is monitored by TDEC for compliance.

The City's MSIV Program is established through a permit issued to the City by TDEC. The program is required to have six minimum control measures upon which the City is audited. These measures include permitting and inspecting certain developments within the City limits. There are numerous other requirements associated with the program.

The City is currently operating under a "small" Phase I permit which was developed when the program was implemented at the local level. The ordinance establishing the program in Athens was adopted in December 2014. The City is now required to update this ordinance so that we are operating under a "small" Phase II permit as required by TDEC. The attached ordinance will amend the existing regulations to bring the City into compliance with the current requirements.

The ordinance establishes the City's authority to permit, inspect, and enforce compliance through the program requirements. The various sections within the ordinance are largely dictated by the TDEC. While there is some local discretion within each section as to how exactly the program will be administered, much of the information is mandated by TDEC. During annual program audits, if TDEC determines administrative policies within the ordinance to be insufficient to meet their requirements, they will dictate modifications. Failure to make the requested modifications places the City's program in non-compliance and will subject the City to penalties which could include fines.

As a result, there are limits as to the extent of modifications which can be made to the ordinance as it relates to outcomes. Modifications are generally limited to actions intended to achieve the required outcomes.

PUBLIC WORKS

Action Item

City Council to pass the Stormwater Management Ordinance on first reading which amends the provisions established by Ordinance 1034 as adopted December 2014 which is also known as Title 14, Chapter 5 of the Athens Municipal Code.

Stormwater Management Program Changes Enacted By Ordinance
February 5, 2025

Changes Due to General Updates in the TDEC MS4 Permit Update

1. Changes for post-construction stormwater quality designs.
2. Improved flood protection for developments near sinkholes.
3. Streamlining design and construction processes.
4. There will be no "community waters" designation.
5. Revised rules for buffer vegetation and allowed entry/uses within buffer.
6. Updated design guidance on infiltration practices.
7. Updates requirements for as-built plans post construction for permanent stormwater infrastructure.
8. Minor changes to FEMA Floodplain Sections 26-196 and 26-197.

Changes to Address TDEC Program Audit Comments for Athens

1. Revise the Enforcement Response Plan to include an escalation of enforcement to address persistent non-compliance, repeat or escalating violations, or incidents of major environmental harm.
2. Update program to define priority construction activity.
3. Clarify Construction General Permit requirements related to activities that result in land disturbance less than one acre when part of a common plan of development.

Changes to Address TDEC MS4 Permit Update Statewide

1. Revises rainfall data and methods for calculating Water Quality Volume (WQV).
2. Adds new policies for the use of Manufactured Treatment Devices and treatment train approaches.
3. Enhances channel protection standards.
4. Requires mapping of known outfalls.
5. Requires regular system inspections to detect and address illicit discharges.
6. Establishes new procedures for public education and involvement.

ORDINANCE NO. 1138

AN ORDINANCE AMENDING TITLE 14 ENTITLED 'ZONING AND LAND USE CONTROL' BY AMENDING CHAPTER 5 OF THE ATHENS MUNICIPAL CODE TO AMEND THE STORMWATER MANAGEMENT ORDINANCE.

BE IT ORDAINED BY THE CITY OF ATHENS, TENNESSEE, AS FOLLOWS:

SECTION 1. That Title 14 entitled "Zoning and Land Use Control" be amended by deleting Chapter 5 in its entirety and substituting a new Chapter 5 as follows:

CHAPTER 5

STORMWATER MANAGEMENT ORDINANCE

SECTION

14-501. General provisions.
14-502. Definitions.
14-503. Construction Stormwater Management
14-504. Permanent stormwater management: design and construction inspection.
14-505. Permanent Stormwater Control Measure (SCM) maintenance and inspection.
14-506. Permanent SCM's: new development, existing locations and ongoing developments.
14-507. Illicit discharges.
14-508. Enforcement
14-509. Penalties.
14-510. Appeals.

14-501 General provisions.

(1) It is the purpose of this chapter to:

(a) Protect, maintain, and enhance the environment of the City of Athens and the public health, safety and the general welfare of the citizens of the City, by controlling discharges of pollutants to the City's stormwater system and to maintain and improve the quality of the receiving waters into which the stormwater outfalls flow, including, without limitation, lakes, rivers, streams, ponds, wetlands, and groundwater of the City;

(b) Enable the City of Athens to comply with the National Pollution Discharge Elimination System permit (NPDES) and applicable regulations, 40 CFR § 122 as applicable for stormwater discharges;

(c) Allow the City of Athens to exercise the powers granted in Tennessee Code Annotated § 68-221-1105, which provides that, among other powers cities have with respect to stormwater facilities, is the power by ordinance or resolution to:

(i.) Exercise general regulation over the planning, location, construction, and operation and maintenance of stormwater facilities in the City, whether or not owned and operated by the City;

(ii.) Adopt any rules and regulations deemed necessary to accomplish the purposes of this statute, including the adoption of a system of fees for services and permits;

(iii.) Establish standards to regulate the quantity of stormwater discharged and to regulate stormwater contaminants as may be necessary to protect water quality;

(iv.) Review and approve plans and plats for stormwater management in proposed subdivisions or commercial developments;

(v.) Issue permits for stormwater discharges, or for the construction, alteration, extension, or repair of stormwater facilities;

(vi.) Suspend or revoke permits when it is determined that the permittee has violated any applicable ordinance, resolution, or condition of the permit;

(vii.) Regulate and prohibit discharges into stormwater facilities of sanitary, industrial, or commercial sewage or waters that have otherwise been contaminated; and

(viii.) Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of stormwater contamination, whether public or private.

(2) Administering entity. The City of Athens shall administer the provisions of this chapter.

(3) Stormwater management ordinance. The intended purpose of this ordinance is to safeguard property and public welfare by regulating stormwater drainage and requiring temporary and permanent provisions for its control. It should be used as a planning and engineering tool for permit compliance and to facilitate the necessary control of stormwater.

14-502. Definitions.

For the purpose of this chapter, the following definitions shall apply:

Words used in the singular shall include the plural, and the plural shall include the singular; words used in the present tense shall include the future tense. The word “shall” is mandatory and not discretionary. The word “may” is permissive. Words not defined in this section shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster’s Dictionary.

(1) Administrative or Civil Penalties - Under the authority provided in Tennessee Code Annotated § 68-221-1106, the City of Athens declares that any person violating the provisions of this chapter may be assessed a civil penalty by the City of not less than fifty dollars ($50.00) and not more than five thousand dollars ($5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.

(2) Analytical monitoring - Test Procedures for the Analysis of Pollutants - Test procedures for the analysis of pollutants shall conform to regulations published pursuant to Section 304 (h) of the Clean Water Act (the "Act"), as amended, under which such procedures may be required. Pollutant parameters shall be determined using sufficiently sensitive methods in Title 40 C.F.R. § 136, as amended, and promulgated pursuant to Section 304 (h) of the Act. The chosen methods must be sufficiently sensitive as required in state rule 0400-40-03-.05(8).

(3) Aquatic Resource Alteration Permit (ARAP) - physical alterations to properties of the waters of the state require an ARAP or a §401 Water Quality Certification (§401 certification). ARAP means a permit issued pursuant to T.C.A. § 69-3-108 of the Act, which authorizes the alteration of properties of waters of the state that result from activities other than discharges of wastewater through a pipe, ditch, or other conveyance.

(4) As built plans (record drawings) mean drawings depicting conditions as they were actually constructed.

(5) Best Management Practices (“BMPs”) means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of pollutants to waters of the state. BMPs also include treatment requirements, operating procedures; and practices to control plant site runoff, spillage, leaks, sludge or waste disposal, or drainage from raw material storage. BMPs include source control practices (non-structural BMPs) and engineered structures designed to treat runoff.

(a) Structural BMPs are facilities that help prevent pollutants in stormwater runoff from leaving the site.

(b) Non-structural BMPs are techniques, activities and processes that reduce pollutants at the source.

(6) BMP Manual provides technical guidance including additional policies, criteria, standards, specifications, constants, and information for the proper implementation of the

requirements of the National Pollution Discharge Elimination System permit (NPDES) and applicable regulations, 40 CFR § 122 as applicable for stormwater discharges.

(7) Borrow Pit is an excavation from which erodible material (typically soil) is removed to be fill for another site. There is no processing or separation of erodible material conducted at the site. Given the nature of activity and pollutants present at such excavation, a borrow pit is considered a construction activity.

(8) Buffer Zone or Water Quality Riparian Buffer is a permanent strip of natural perennial vegetation, adjacent to a stream, river, wetland, pond, or lake that contains dense vegetation made up of grass, shrubs, and/or trees. The purpose of a water quality riparian buffer is to maintain existing water quality by minimizing risk of any potential sediments, nutrients or other pollutants reaching adjacent surface waters and to further prevent negative water quality impacts by providing canopy over adjacent waters.

(9) Channel means a natural or artificial watercourse with a definite bed and banks that conducts continuously or periodically flowing water.

(10) Clearing refers to removal of vegetation and disturbance of soil prior to grading or excavation in anticipation of construction activities. Clearing may also refer to wide area land disturbance in anticipation of non-construction activities. Clearing, grading, and excavation do not refer to clearing of vegetation along existing or new roadways, highways, dams, or power lines for sight distance or other maintenance and/or safety concerns, or cold planing, milling, and/or removal of concrete and/or bituminous asphalt roadway pavement surfaces. The clearing of land for agricultural purposes is exempt from federal stormwater NPDES permitting in accordance with Section 401(1)(1) of the 1987 Water Quality Act and state stormwater NPDES permitting in accordance with the Tennessee Water Quality Control Act of 1977 (T.C.A. 69-3-101 et seq.).

(11) Commencement of construction: the initial disturbance of soils associated with clearing, grading, excavating or other construction activities.

(12) Common plan of development or sale is broadly defined as any announcement or documentation (including a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, zoning request, computer design, etc.) or physical demarcation (including boundary signs, lot stakes, surveyor markings, etc.) indicating construction activities may occur on a specific plot. A common plan of development or sale identifies a situation in which multiple areas of disturbance are occurring on contiguous areas. This applies because the activities may take place at different times, on different schedules, by different operators.

(13) Control measure refers to any Best Management Practice (BMP) or other method used to prevent or reduce the discharge of pollutants to waters of the state.

(14) CWA means the Clean Water Act of 1977 or the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq.)

(15) Design storm is a storm event as defined by Precipitation-Frequency Atlas of the United States. Atlas 14. Volume 2. Version 3.0. U.S. Department of Commerce. National Oceanic and Atmospheric Administration (NOAA), National Weather Service, Hydrometeorological Design Studies Center, Silver Springs, Maryland or its digital product equivalent. The estimated design rainfall amounts, for any return period interval (i.e., 1,-yr, 2-yr, 5-yr, 25-yr, etc.,) in terms of either depths or intensities for any duration, can be found by accessing the data available at https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html . The City of Athens requires Stormwater Control Measures (SCM) to be designed to accommodate Design Storm Events through the 100-year event; design storm depths/intensities shall be values provided for TN Station ATHENS (40-0284).

(16) Discharge or discharge of a pollutant refers to the addition of pollutants to waters from a source, either point or non-point in nature.

(17) Ecoregion is a relatively homogeneous area defined by similarity of climate, landform, soil, potential natural vegetation, hydrology, or other ecologically relevant variables. Ecoregions can be determined for specific stream segments by using Tennessee's Online Water Quality Assessment Data viewer http://tdeconline.tn.gov/dwr.

(18) Exceptional Tennessee Waters are surface waters designated by the Tennessee Department of Environment and Conservation as having the characteristics set forth at Tennessee Rules, Chapter 0400-40-03-.06(4). Characteristics include waters within parks or refuges; scenic rivers; waters with threatened or endangered species; waters that provide specialized recreational opportunities; waters within areas designated as lands unsuitable for mining; waters with naturally reproducing trout; waters with exceptional biological diversity and other waters with outstanding ecological or recreational value.

(19) Hot spot means an area where land use or activities generate highly contaminated runoff, with concentrations of pollutants in excess of those typically found in stormwater. Examples might include operations producing concrete or asphalt, auto repair shops, auto supply shops, large commercial parking areas and restaurants.

(20) Improved sinkhole is a natural surface depression that has been altered in order to direct fluids into the hole opening. Improved sinkhole is a type of injection well regulated under the Underground Injection Control (UIC) program of the Tennessee Department of Environment and Conservation. Underground injection constitutes an intentional disposal of waste waters in natural depressions, open fractures and crevices, such as those commonly associated with weathering of limestone.

(21) Level 1 EPSC Certification - Fundamentals of Erosion Prevention and Sediment Control training and certification program administered by University of Tennessee Water Resources Research Center (https://tnepsc.org/index.asp).

(22) Level 2 EPSC Design Certification - Design Principles for Erosion Prevention and Sediment Control for Construction Sites training and certification program administered by University of Tennessee Water Resources Research Center (https://tnepsc.org/index.asp).

(23) Linear Project is a land disturbing activity as conducted by an underground/overhead utility or highway department, including, but not limited to, any cable line or wire for the transmission of electrical energy; any conveyance pipeline for transportation of gaseous or liquid substance; any cable line or wire for communications; or any other energy resource transmission ROW or utility infrastructure, e.g., roads and highways. Activities include the construction and installation of these utilities within a corridor. Linear project activities also include the construction of access roads, staging areas and borrow/spoil sites associated with the linear project. Land disturbance specific to the development of residential and commercial subdivisions or high-rise structures is not considered a linear project.

(24) Monitoring refers to tracking or measuring activities, progress, results, etc., and can refer to non-analytical monitoring for pollutants by means other than 40 C.F.R. § 136 (and other than state- or federally established protocols in the case of biological monitoring and assessments), such as visually or by qualitative tools that provide comparative values or rough estimates.

(25) Municipality means any incorporated city or town, county, metropolitan or consolidated government, or special district of this state empowered to provide storm water facilities.

(26) Operator means any person who owns, leases, operates, controls, or supervises a source. Including, but not limited to, an owner or operator of any "facility or activity" subject to regulation under the NPDES program.

(27) Permanent Stabilization means that all soil disturbing activities at the site have been completed and one of the three following criteria is met:

(a) A perennial, preferably native, vegetative cover with a uniform (i.e., evenly distributed, without large bare areas) density of at least 70 percent has been established on all unpaved areas and areas not covered by permanent structures, and all slopes and channels have been permanently stabilized against erosion; or,

(b) Equivalent permanent stabilization measures such as the use of riprap; permanent geotextiles; hardened surface materials including concrete, asphalt, gabion baskets or Reno mattresses have been employed; or,

(c) For construction projects on land used for agricultural or silvicultural purposes, permanent stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural or silvicultural use.

(28) Point source (or Outfall) means any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include introduction of pollutants from non-point source agricultural and silvicultural activities, including stormwater runoff from orchards, cultivated crops, pastures, range lands, forest lands or return flows from irrigated agriculture or agricultural stormwater runoff. In short, outfall is a point where runoff leaves the site as a concentrated flow in a clear, delineated conveyance.

(29) Pollutant means sewage, industrial wastes, or other wastes.

(30) Priority Construction means those construction activities discharging directly into, or immediately upstream of, waters the state recognized as unavailable condition for siltation or Exceptional Tennessee Waters.

(31) A rainfall event is defined as any occurrence of rain preceded by 10 hours without precipitation that results in an accumulation of 0.01 inches or more. Instances of rainfall occurring within 10 hours of each other will be considered a single rainfall event.

(32) Registered Engineer and Registered Landscape Architect An engineer or landscape architect certified and registered by the State Board of Architectural and Engineer Examiners pursuant to Section 62-202, Tennessee Code Annotated, to practice in Tennessee.

(33) Runoff coefficient means the fraction of total rainfall that will appear at the conveyance as runoff. Runoff coefficient is also defined as the ratio of the amount of precipitation that is not absorbed by the surface to the total amount of precipitation that falls during a rainstorm.

(34) Sediment means solid material, both inorganic (mineral) and organic, that is in suspension, is being transported; or has been moved from the site of origin by wind, water, gravity or ice as a product of erosion.

(35) Sediment basin A temporary basin consisting of an embankment constructed across a wet weather conveyance, an excavation that creates a basin, or by a combination of both. A sediment basin typically consists of a forebay, dry & wet storage, permanent pool, primary spillway, secondary or emergency spillway and surface dewatering device. The size and shape of the basin depends on the location, size of drainage area, incoming runoff volume and peak flow, soil type and particle size, land cover, and receiving stream classification (i.e., waters with unavailable parameters, Exceptional TN Waters, or waters with available parameters).

(36) Sedimentation means the action or process of forming or depositing sediment.

(37) Significant Contributor is defined as a source of pollutants where the volume, concentration, or mass of a pollutant in a stormwater discharge can cause or threaten to cause pollution, contamination, or nuisance that adversely impact human health or the environment and cause or contribute to a violation of any applicable water quality standards for receiving water.

(38) Soil or Topsoil means the unconsolidated mineral and organic material on the immediate surface of the earth that serves as a natural medium for the growth of plants.

(39) Steep Slope or Steep Grade means a natural or created slope of 35% grade or greater.

(40) Stormwater means rainfall runoff, snow melt runoff, and surface runoff and drainage.

(41) Stormwater control measure or SCM means permanent practices and measures designed to attenuate peak stormwater runoff flow in addition to reducing the discharge of pollutants from new development projects or redevelopment projects.

(42) Stream as defined by TCA 69-3-103(38) “stream” means a surface water that is not a wet weather conveyance.

(43) Stormwater associated with industrial activity is defined in 40 C.F.R. 122.26(b)(14) and incorporated here by reference. Most relevant to the City is 40 C.F.R. 122.26(b)(14)(x), which relates to construction activity including clearing, grading, filling and excavation activities, including borrow pits containing erodible material. Disturbance of soil for the purpose of crop production is exempt from NPDES permit requirements, but stormwater discharges from agriculture-related activities that involve construction of structures (e.g., barn construction, road construction, pond construction) are considered associated with industrial (construction) activity. Maintenance to the original line and grade, hydraulic capacity; or to the original purpose of the facility (e.g., re-clearing, minor excavation performed around an existing structure necessary for maintenance or repair and repaving of an existing road) is not considered a construction activity.

(44) Construction stormwater discharge-related activities mean activities that cause, contribute to or result in point source stormwater pollutant discharges. These activities may include excavation, site development, grading and other surface disturbance activities; and activities to control stormwater including the siting, construction and operation of best management practices (BMPs).

(45) Stormwater Pollution Prevention Plan (SWPPP) is a written site-specific plan required by the Tennessee Construction General Permit (CGP) that includes a narrative pollution prevention plan and graphical erosion and sediment control plan. In its basic form, the plan contains a site map, a description of construction activities that could introduce pollutants to stormwater runoff, a description of measures or practices to control these pollutants, and erosion and sediment control plans and specifications. The SWPPP should be prepared in accordance with the Tennessee Erosion and Sediment Control Handbook (latest edition).

(46) Take of an endangered species means to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture or collect, or attempt to engage in any such conduct.

(47) Tennessee Erosion and Sediment Control (TDESC) Handbook is a guidance issued by the Division of Water Resources for the purpose of developing Stormwater Pollution Prevention Plans and Erosion and Sediment Control Plans required by the Construction General Permit.

(48) Temporary stabilization is achieved when vegetation or non-erodible surface has been established on the area of disturbance and construction activity has temporarily ceased. Under certain conditions, temporary stabilization is required when construction activities temporarily cease.

(49) Treatment chemicals are polymers, flocculants or other chemicals used to reduce turbidity in stormwater discharges by chemically bonding to suspended silts and other soil materials and causing them to bind together and settle out. Common examples of anionic treatment chemicals are polyacrylamide-chitosan (PAM–CS).

(50) Turbidity is the cloudiness or haziness of a fluid caused by individual particles (suspended solids) that are generally invisible to the naked eye, similar to smoke in air.

(51) Waste site is an area where material from a construction site is disposed. When the material is erodible, such as soil, the site must be treated as a construction site.

(52) Waters (or waters of the state) means any and all water, public or private, on or beneath the surface of the ground, which are contained within, flow through, or border upon Tennessee or any portion thereof, except those bodies of water confined to and retained within the limits of private property in single ownership which do not combine or effect a junction with natural surface or underground waters.

(53) Waters with unavailable parameters means any segment of surface waters that has been identified by the TDEC as failing to support one or more classified uses. Unavailable parameters exist where water quality is at, or fails to meet, the levels specified in water quality criteria in Rule 0400-40-03-.03, even if caused by natural conditions. In the case of a criterion that is a single response variable or is derived from measurement of multiple response variables, the unavailable parameters shall be the agents causing water quality to be at or failing to meet the levels specified in criteria. Resources to be used in making this determination include biennial compilations of impaired waters, databases of assessment information, updated GIS coverages (https://tdeconline.tn.gov/dwr/), and the results of recent field surveys. GIS coverages of the streams and lakes not meeting water quality standards, plus the biennial list of waters with unavailable parameters, can be found at https://www.tn.gov/environment/program-areas/wr-water-resources/water-quality/water-quality-reports---publications.html.

(54) Water quality riparian buffer means a permanent strip of natural perennial vegetation adjacent to a stream, river, wetland, pond, or lake that contains dense vegetation made up of grass, shrubs, and/or trees. The purpose of a water quality riparian buffer is to maintain existing water quality by minimizing the risk of any potential sediments, nutrients, or other pollutants reaching adjacent surface waters and to further prevent negative water quality impacts by providing canopy over adjacent waters.

(55) **A one-week period** is a synonym of a calendar-week; typically, a period from Sunday through Saturday

(56) Water quality treatment volume (WQTV) is a portion of the runoff generated from impervious surfaces at a new development or redevelopment project by the 1-year 24-hour design storm. The WQTV is further determined by the type of treatment provided.

(57) Wet weather conveyances are man-made or natural watercourses, including natural watercourses that have been modified by channelization, that meet the following:

(a) The conveyance carries flow only in direct response to precipitation runoff in its immediate locality.

(b) The conveyance's channels are at all times above the groundwater table.

(c) The flow carried by the conveyance is not suitable for drinking water supplies.

(d) Hydrological and biological analyses indicate that, due to naturally occurring ephemeral or low flow under normal weather conditions, there is not sufficient water to support fish or multiple populations of obligate lotic aquatic organisms whose life cycle includes an aquatic phase of at least two months. (Tennessee Rules, Chapter 0400-40-3-.04(3)).

14-503. Construction Stormwater Management: Design, Construction, and Inspection.

(1) MS4 Stormwater Construction BMP Manual.

(a) Adoption. The City of Athens adopts, as its MS4 stormwater construction BMP manual(s), the following publication(s) which are incorporated by reference in this ordinance as if fully set out herein:

(i.) Metropolitan Nashville – Davidson County Stormwater Management Manual as amended; or,

(ii.) City of Knoxville Stormwater BMP Manual as amended; or,

(iii.) TDEC Erosion and Sediment Control Handbook as amended

(b) The City of Athens has adopted the following design storm events for EPSC measures to be used for Construction Stormwater Control Measures. Depth/Intensity values shall align with NOAA Atlas data for Athens (Station 40-0284). The EPSC and sediment BMP construction design storm events are as follows:

(i.) A 2-year 24-hour design storm shall be used for sizing project EPSC and BMPs discharging into waters not identified as having unavailable parameters or Exceptional Tennessee Waters

(ii.) A 5-year 24-hour design storm shall be used for sizing project EPSC and BMPs discharging into waters with unavailable parameters due to siltation or Exceptional Tennessee Waters

(c) Construction requirements for design storm for all waters as well as special conditions for unavailable parameters waters or exceptional Tennessee waters shall be consistent with those of the current Tennessee Construction General Permit (TNR100000) as amended.

(2) The City has adopted, for use in design of construction EPSC measures, the design storm requirements from the current Tennessee Construction General Permit for all waters as well as special conditions for unavailable parameters or Exceptional Tennessee Waters.

(3) Waste Control Construction site operators are required to minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to stormwater.

(4) Priority Construction

(a) Priority in construction shall be, at a minimum, construction activities discharging directly into, or immediately upstream of, waters the state recognizes as having an unavailable condition for siltation or Exceptional Tennessee Waters.

(b) All priority construction activities must include preconstruction meetings with construction site operators for priority construction activities.

(c) The status of any waters within the City's jurisdiction shall be determined by referencing TDEC's "EPA Approved List of Impaired and Threatened Waters" required by Section 303(d) of the Clean Water Act, as amended.

(5) Land development permit

(a) This section shall be applicable to all land development, including, but not limited to, site plan applications, subdivision applications, land disturbance applications and grading applications. These standards apply to qualifying new development or redevelopment site(s). A developer will be required to obtain a land disturbance permit from the City in the following cases:

(i.) New development that involves land development or disturbance activities of one (1) acre or more; or,

(ii.) Redevelopment that involves other land development or disturbance activities of one (1) acre or more

(b) Projects of less than one acre of total land disturbance may also be required to obtain authorization under this ordinance if:

(i.) The City has determined that the stormwater discharge from a site is causing, contributing to, or is likely to contribute to a violation of a state water quality standard; or is likely to be a significant contributor of pollutants to water of the state; or,

(ii.) changes in state or federal rules require sites of less than one acre that are not part of a larger common plan of development or sale to obtain a stormwater permit; or,

(iii.) any new development or redevelopment, regardless of size, that is defined by the City to be a hot spot land use; or

(iv.) the minimum applicability criteria set forth in item (a) above if such activities are part of a larger common plan of development, (see "common plan of development" definition).

(v.) The creation and use of borrow pits, that are not permitted under the Tennessee Multi Sector Permit (TMSP), where material is excavated and relocated offsite, and fill sites where materials or earth is deposited by mechanized methods resulting in an increased elevation or grade.

(vi.) As determined by the City for single or duplex residential lots of any size, lots that have karst features, adjoining lakes or streams, slopes exceeding fifteen percent (15%), floodplains or streams to cross are required to submit an erosion control and stormwater management plan. Depending on site specific conditions the requirement that the plan be developed by a qualified licensed professional engineer or landscape architect may be waived by the City.

(vii.) Minimal plan requirements shall include pre- and post-stormwater runoff directions, construction access, erosion/sediment control measures, roof downspout direction and termination, swales and locations receiving temporary and/or permanent soil stabilization.

(viii.) Land disturbance activities in a City Floodway Zoning District require a permit and shall provide evidence of obtaining appropriate licenses/permits that may be required by federal or state laws and regulations or written wavier from such permits and licenses prior to the issuance of a land disturbance permit by the City.

(ix.) If unpermitted construction activity is discovered, the City will issue an immediate stop-work order to the violator, at a minimum. If, in addition to the City's permit, a TDEC permit is required based on disturbance but was not obtained, the violator shall also be reported to TDEC for non-compliance.

(6) Land disturbance/Grading/Stormwater Construction Permit- Persons seeking the issuance of any land disturbance permit must provide proof of coverage under the Tennessee Construction General Permit (CGP), if applicable, when requested; and a copy of the project Stormwater Pollution Prevention Plan (SWPPP) to the City of Athens when requested.

(a) Copies of additional applicable local, state or federal permits (i.e.: ARAP, approved hydrologic determination, etc.) must also be provided to the City; and,

(b) The City has the authority to withhold issuance of any other construction permits prior to receiving copies of the aforementioned permits if applicable; and,

(c) In circumstances where such permits are not required, the City may still require a SWPPP as part of the land disturbance permit application, if it deems necessary.

(7) Building Permit - No building permit shall be issued until the applicant has first obtained a land disturbance permit where required by this ordinance.

(8) Construction site operators are required to implement appropriate erosion prevention and sediment control measures and best management practices. EPSC requirements shall meet the Tennessee CGP design storm(s), be consistent with the TDEC EPSC Handbook best management practices, and with the requirements of this ordinance.

(9) Whenever a site assessment is to be performed by the engineer of record as required by the CGP, the operator shall provide a copy of the assessment to the City.

(10) Twice-Weekly inspections of the site and the BMPs/SCMs must be performed by an individual who has either obtained certification under the Level I Fundamentals of Erosion Prevention and Sediment Control course, or greater, or has other credentials or licensure identified as an acceptable equivalent by the City.

(11) Landscaping and stabilization requirements.

(a) Any area of land from which the natural vegetative cover has been either partially or wholly cleared by development activities shall be stabilized. Stabilization measures shall be initiated as soon as possible in portions of the site where construction activities have temporarily or permanently ceased. Temporary or permanent soil stabilization at the construction site (or a phase of the project) must be completed not later than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased. In the following situations, temporary stabilization measures are not required:

(i.) where the initiation of stabilization measures is precluded by snow cover or frozen ground conditions or adverse soggy ground conditions, stabilization measures shall be initiated as soon as practicable; or,

(ii.) where construction activity on a portion of the site is temporarily ceased, and earth disturbing activities will be resumed within 14 days.

(b) Construction activity of steep slopes steeper than 3:1 require stabilization measures to be initiated within 7 days once activity has temporarily or permanently ceased.

(c) In arid, semiarid, and drought-stricken areas where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures such as properly anchored mulch, soil binders or matting must be employed.

(12) Construction buffer zones.

(a) Construction buffer zones shall include water quality buffers and buffer zones as defined in 14-502 above and shall meet the requirements in this ordinance and the TN CGP, as amended. The criteria for the width of the construction buffer zone can be established on an average width basis at a project, as long as the minimum width of the buffer zone is equal to or greater than the required minimum width at any measured location.

(b) If the new development or redevelopment site encompasses both sides of a stream, buffer averaging can be applied to both sides but must be applied independently.

(c) Water quality riparian buffer widths are measured from the top of bank also referred to as the “ordinary high-water mark.”

(d) Construction buffers are not primary sediment control measures and shall not be relied on as such.

(e) All stormwater discharges must enter the water quality riparian buffer zone as sheet flow, not as concentrated flow, where site conditions allow. The designer/operator must comply with the vegetation requirements and the permissible land uses set forth for buffers in the TN CGP.

(f) Where it is not practicable to maintain a construction water quality riparian buffer, BMPs providing equivalent protection to a receiving stream as a natural water quality riparian buffer must be used.

(13) Notice of Termination (NOT) - The operator shall provide the City with a copy of the NOT once it is issued by TDEC.

14-504. Permanent stormwater management: Design and Construction.

(1) In order to comply with the City's permanent stormwater standards for new development and redevelopment projects, operators shall design and install SCMs as established by Tennessee Rule 0400-40-10-.04 and comply with other requirements of Tennessee Rule 0400-40-10-.04.

(2) The Post Construction/Permanent water quality design storm is a 1-year, 24-hour storm event. Actual project WQTV requirements shall be based on the proposed permanent SCM treatment type as outlined in 4.2.5.2 of the Small MS4 General Permit NPDES Permit TNS000000.

(3) SCMs must be designed to provide full treatment capacity within 72 hours following the end of the preceding rain event for the life of the new development or redevelopment project. The operator may use any design manuals approved as part of the City's BMP Manual.

(4) Total suspended solids (TSS) removal rate shall be the City's recognized metric for the reduction of pollutants in stormwater effluent. Design TSS removal rates for approved MTDs shall be established by a 3rd party verification or certification program recognized by the City such as those of NJDEP and WSDOE.

(5) Post Construction/permanent water quantity SCMs shall be designed to attenuate post-construction peak flows from the 2-year 24-hour event through the 100-year 24-hour storm event to equal or less than pre-development peak flows for all new development and redevelopment projects.

(6) Water Quality Riparian Buffers - Post Construction/Permanent water quality riparian buffers shall be those buffers defined in 14-502 above and shall meet the requirements described in this ordinance. The criteria for the width of the post construction/permanent buffer zone can be established on an average width basis at a project, as long as the minimum width of the buffer zone is more than the required minimum width at any measured location. If the new development or redevelopment site encompasses both sides of a stream, buffer averaging can be applied to both sides, but must be applied independently. Water quality riparian buffer widths are measured from the top of bank also referred to as the "ordinary high-water mark." Stormwater discharges should enter the post construction/permanent water quality riparian buffer as sheet flow, not as concentrated flow, where site conditions allow.

(7) Post Construction/Permanent buffers for waters with available parameters for siltation or habitat alteration or unassessed waters:
   (a) Average buffer width: 30 feet.
   (b) Minimum buffer width: 15 feet.

(8) Post Construction/Permanent buffers for Exceptional Tennessee Waters or waters with unavailable parameters for siltation or habitat alteration:
   (a) Average buffer width: 60 feet.
   (b) Minimum buffer width: 30 feet

(9) The designer/operator must comply with the vegetation requirements and the permissible land uses set forth for buffers in the MS4 permit.

14-505. Permanent Stormwater Management: SCM Acceptance, Maintenance and Inspection.

(1) All applicants are required to submit actual as built plans for any structures located on-site within 90 days after final construction is completed. The plan must show the final design specifications for all stormwater management facilities and must be sealed by a registered professional engineer licensed to practice in Tennessee. A certification by the design engineer certifying that SCM's will function within original design parameters as

constructed should be included. A final inspection and acceptance of as-built plans by the City is required before any performance security or performance bond is released. The warranty period for any infrastructure to be accepted by the City for maintenance shall not commence until the City has accepted the as-built plans. The City shall have the discretion to adopt provisions for a partial pro-rata release of the performance security or performance bond on the completion of various stages of development. In addition, occupation permits shall not be granted until corrections to all BMP's/SCM's have been made and accepted by the City, if required.

(2) In addition to the certified as built drawings, the City shall be provided with a permanent stormwater management plan for the site and all stormwater management facilities (e.g., SCM's). Occupation permits shall not be granted until the permanent stormwater management plan has been approved and accepted by the City.

(3) Inspection of stormwater management facilities. Periodic inspections of facilities shall be performed, documented, and reported in accordance with this chapter, as detailed in 14-506.

(4) Records of installation and maintenance activities. Parties responsible for the operation and maintenance of a stormwater management facility shall make records of the installation of the stormwater facility, and of all maintenance and repairs to the facility, and shall retain the records for at least three (3) years. These records shall be made available to the City during inspection of the facility and at other reasonable times upon request.

(5) Failure to meet or maintain design or maintenance standards. If a responsible party fails or refuses to meet the design or maintenance standards required for stormwater facilities under this chapter, the City, after notice as specified in the Enforcement Response Plan, may correct a violation of the design standards or maintenance needs by performing all necessary work to place the facility in proper working condition. In the event that the stormwater management facility becomes a danger to public safety or public health, the City shall notify in writing the party responsible for maintenance of the stormwater management facility. Upon receipt of that notice, the responsible person shall have thirty (30) days to effect maintenance and repair of the facility in an approved manner. In the event that corrective action is not undertaken within that time, the City may take necessary corrective action. The cost of any action by the City under this section shall be charged to the responsible party.

(6) In the event that the stormwater management facility becomes a danger to public health/public safety, the City may take such immediate corrective action as deemed necessary.

14-506. <u>Permanent SCM's: New Development, Existing Facilities, and Ongoing Developments.</u>

(1) On-site stormwater management facilities inspection and maintenance agreement

(a) Where the stormwater facility is located on property that is subject to a development agreement, and the development agreement provides for a permanent stormwater maintenance agreement that runs with the land, the owners of property must execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owners and all subsequent property owners and their lessees and assigns, including but not limited to, homeowner associations or other groups or entities.

(b) The maintenance agreement shall:

(i.) Assign responsibility for the maintenance and repair of the stormwater facility to the owners of the property upon which the facility is located and be recorded as such on the plat for the property by appropriate notation.

(ii.) Provide for a periodic inspection by the property owners in accordance with the requirements of subsection (5) below for the purpose of documenting maintenance and repair needs and to ensure compliance with the requirements of this ordinance. The property owners will arrange for this inspection to be conducted by individual(s) approved by the City who will submit a signed written report of the inspection to the City. It shall also grant permission to the City to enter the property at reasonable times and to inspect the stormwater facility to ensure that it is being properly maintained.

(iii.) Provide that the minimum maintenance and repair needs include but are not limited to:

1. The removal of silt, litter and other debris.
2. The cutting of grass, cutting and removal of vegetation.
3. The replacement of landscape vegetation, in detention and retention basins, and inlets and drainage pipes and other stormwater facilities.

(iv.) Provide that the property owners shall be responsible for additional maintenance and repair needed to meet the intended design specification of the stormwater facility.

(v.) Provide that maintenance needs must be addressed in a timely manner, on a schedule to be determined by the City.

(vi.) Provide that if the property is not maintained or repaired within the prescribed schedule, the City shall perform the maintenance and repair at its expense and bill the same to the property owner. The maintenance agreement shall also provide that the City's cost of performing the maintenance shall be a lien against the property.

(2) Existing problem locations – no maintenance agreement

(a) The City shall in writing notify the owners of existing locations and developments of specific drainage, erosion or sediment problems affecting or caused by such locations and developments, and the specific actions required to correct those problems. The notice shall also specify a reasonable time for compliance. Discharges from existing SCM's that have not been maintained and/or inspected in accordance with this ordinance shall be regarded as non-compliant discharges.

(b) Inspection of existing facilities. The City may, to the extent authorized by state and federal law, enter and inspect private property for the purpose of determining if there are illicit non-stormwater discharges, and to establish inspection programs to verify that all stormwater management facilities are functioning within design limits. These inspection programs may be established on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of the City's NPDES MS4 stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include but are not limited to reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in drainage control facilities; and evaluating the condition of drainage control facilities and other SCM's.

(3) Owner/Operator Inspections. The owners and/or operators of the SCMs shall:

(a) Perform routine inspections to ensure that all SCM's are properly functioning. These inspections shall be conducted on an annual basis, at a minimum. These inspections shall be conducted by a person familiar with control measures implemented at a site. Owners or operators shall maintain documentation of these inspections. The City may require submittal of this documentation.

(b) Perform comprehensive inspection of all stormwater management facilities and practices. These inspections shall be conducted once every five years, at a minimum. Such inspections must be conducted by individual(s) approved by the City. Complete inspection reports for these five-year inspections shall include:

(i.) Facility type.

(ii.) Inspection date.

(iii.) Latitude and longitude and nearest street address.

(iv.) BMP owner information (e.g. name, address, phone number, fax, and email).

(v.) A description of BMP condition including: vegetation and soils; inlet and outlet channels and structures; embankments, slopes, and safety benches; spillways, weirs, and other control structures; and any sediment and debris accumulation.

(vi.) Photographic documentation of BMP's.

(vii.) Specific maintenance items or violations that need to be corrected by the BMP owner along with deadlines and reinspection dates.

(c) Owners or operators shall maintain documentation of these inspections. The City may require submittal of this documentation.

(4) Requirements for all existing locations and ongoing developments - The following requirements shall apply to all locations and developments at which land disturbing activities have occurred previous to the enactment of this ordinance:

(a) Denuded areas must be vegetated or covered under the standards and guidelines specified in the BMP Manual and on a schedule acceptable to the City.

(b) Cuts and slopes must be properly covered with appropriate vegetation and/or retaining walls constructed.

(c) Drainage ways shall be appropriately stabilized.

(d) Trash, junk, rubbish, etc. shall be cleared from drainage ways.

(e) Stormwater runoff shall, at the discretion of the City be treated to the maximum extent practicable to prevent its pollution. Such control measures may include, but are not limited to, the following:

(i.) Ponds

1. Detention pond
2. Extended detention pond
3. Wet pond
4. Alternative storage measures

(ii.) Constructed wetlands

(iii.) Infiltration systems

1. Infiltration/percolation trench
2. Infiltration basin
3. Drainage/recharge well

4. Porous pavement

(iv.) Filtering systems

1. Catch basin inserts/media filler
2. Sand filter
3. Filter/absorption bed
4. Filter and buffer strips

(v.) Open channel

1. Swale

(5) Corrections of problems subject to appeal. Corrective measures imposed by the City under this section are subject to appeal under section 14-510 of this chapter.

14-507. Illicit discharges.

This section shall apply to all water generated on developed or undeveloped land entering the City's separate storm sewer system.

(1) Prohibition of illicit discharges. No person shall introduce or cause to be introduced into the municipal separate storm sewer system any discharge that is not composed entirely of stormwater. No person shall allow discharges that flow from a stormwater facility that is not inspected in accordance with section 14-506. Non-stormwater discharges shall include, but shall not be limited to, sanitary wastewater, car wash wastewater, radiator flushing disposal, spills from roadway accidents, carpet cleaning wastewater, effluent from septic tanks, improper oil disposal, laundry wastewater/gray water, improper disposal of auto and household toxics. The commencement, conduct or continuance of any non-stormwater discharge to the municipal separate storm sewer system is prohibited except as described as follows, unless the City determines they are significant contributors of pollutants to the MS4:

(a) Water line flushing

(b) Landscape irrigation

(c) Diverted stream flows

(d) Rising ground waters

(e) Uncontaminated ground water infiltration (Infiltration is defined as water other than wastewater that enters a sewer system, including sewer service connections and foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow.)

(f) Uncontaminated pumped ground water

(g) Discharges from potable water sources

(h) Air conditioning condensation

(i) Irrigation water

(j) Springs

(k) Water from crawl space pumps

(l) Footing (foundation) drains

(m) Lawn watering

(n) Individual residential car washing

(o) Flows from riparian habitats and wetlands

(p) Dechlorinated swimming pool discharges

(q) Street wash water with no soaps or solvents

(r) Discharges or flows from firefighting activities

(2) Prohibition of illicit connections. The construction, use, maintenance or continued existence of illicit connections to the municipal separate storm sewer system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. This prohibition expressly includes SCM's connected to the system not properly inspected and maintained in accordance with this ordinance.

(a) Any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, may be required to implement, at the person's expense, the BMP's necessary to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed in compliance with the provisions of this section. Discharges from existing SCM's that have not been maintained and/or inspected in accordance with this ordinance shall be prohibited.

(3) Notification of spills. Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting in, or may result in, illicit discharges or pollutants discharging into, the municipal separate storm sewer system, the person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials the person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, the person shall notify the City in person or by telephone, fax, or email, no later than the next business day. Notifications in person or by telephone shall be confirmed by written notice addressed and mailed to the City within three (3) business days of the telephone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three (3) years.

(4) No illegal dumping allowed. No person shall dump or otherwise deposit outside an authorized landfill, convenience center or other authorized garbage or trash collection point, any trash or garbage of any kind or description on any private or public property, occupied or unoccupied, inside the City. Such illegal activity exposes runoff to contamination, generating an illicit discharge. Therefore, any individual or corporation guilty of illegal dumping may have committed a violation of this ordinance.

14-508. <u>Enforcement.</u>

(1) Enforcement authority. The City shall have the authority to issue notices of violation and citations, and to impose civil penalties to anyone that violates this chapter, who violates the provisions of any permit issued pursuant to this chapter, or who fails or refuses to comply with any lawful communication or notice to abate or take corrective action by the City, The City's enforcement authority includes (as set forth in the City's Enforcement Response Plan (ERP)):

(a) Verbal Warnings – At a minimum, verbal warnings must specify the nature of the violation and required corrective action.

(b) Written Notices – Written notices must stipulate the nature of the violation and the required corrective action, with deadlines for taking such action.

(c) Citations with Administrative Penalties – The City has the authority to assess monetary penalties, which may include civil and administrative penalties.

(d) Stop Work Orders – Stop work orders that require construction activities to be halted, except for those activities directed at cleaning up, abating discharge, and installing appropriate control measures.

(e) Withholding of Plan Approvals or Other Authorizations – Where a facility is in noncompliance, the City's own approval process affecting the facility's ability to discharge to the MS4 can be used to abate the violation.

(f) Additional Measures – The City may also use other escalated measures provided under local legal authorities. The City may perform work necessary to improve erosion control measures and collect the funds from the responsible party in an appropriate manner, such as collecting against the project's bond or directly billing the responsible party to pay for work and materials.

(2) Notification of violation:

(a) Verbal warning. Verbal warning may be given at the discretion of the inspector when it appears the condition can be corrected by the violator within a reasonable time, which time shall be approved by the inspector.

(b) Written notice. Whenever the City finds that any permittee or any other person discharging stormwater has violated or is violating this ordinance or a permit or order issued hereunder, the City may serve upon such person written notice of the violation. Within ten (10) days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted to the City. Submission of this plan in no way relieves the discharger of liability for any violations occurring before or after receipt of the notice of violation.

(c) Consent orders. The City is empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance. Such orders will include specific action to be taken by the person to correct the noncompliance within a time period also specified by the order. Consent orders shall have the same force and effect as administrative orders issued pursuant to paragraphs (d) and (e) below.

(d) Show cause hearing. The City may order any person who violates this chapter or permit, or order issued hereunder, to show cause why a proposed enforcement action should not be taken. Notice shall be served on the person specifying the time and place for the meeting, the proposed enforcement action and the reasons for such action, and a request that the violator show cause why this proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing.

(e) Compliance order. When the City finds that any person has violated or continues to violate this chapter or a permit or order issued thereunder, he may issue an order to the violator directing that, following a specific time period, adequate structures or devices be installed and/or procedures implemented and properly operated. Orders may also contain such other requirements as might be reasonably necessary and appropriate to address the noncompliance, including the construction of appropriate structures, installation of devices, self-monitoring, and management practices.

(f) Cease and desist and stop work orders. When the City finds that any person has violated or continues to violate this chapter or any permit or order issued hereunder, the City may issue a stop work order or an order to cease and desist all such violations and direct those persons in noncompliance to:

(i) Comply forthwith; or

(ii) Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation; including halting operations except for terminating the discharge and installing appropriate control measures.

(e) Suspension, revocation or modification of permit. The City may suspend, revoke or modify the permit authorizing the land development project or any other project of the applicant or other responsible person within the City. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated upon such conditions as the City may deem necessary to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.

(f) Conflicting standards. Whenever there is a conflict between any standard contained in this chapter and in the BMP manual(s) adopted by the City under this ordinance, the strictest standard shall prevail.

14-509. Penalties. Violations.

Any person who shall commit any act declared unlawful under this chapter, who violates any provision of this chapter, who violates the provisions of any permit issued pursuant to this chapter, or who fails or refuses to comply with any lawful communication or notice to abate or take corrective action by the City, shall be guilty of a civil offense.

(1) Penalties. Under the authority provided in Tennessee Code Annotated § 68-221-1106, the City declares that any person violating the provisions of this chapter may be assessed a civil penalty by the City of not less than fifty dollars ($50.00) and not more than five thousand dollars ($5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.

(2) Measuring civil penalties. In assessing a civil penalty, the City shall consider:

(a) The harm done to the public health or the environment;

(b) Whether the civil penalty imposed will be a substantial economic deterrent to the illegal activity;

(c) The economic benefit gained by the violator;

(d) The amount of effort put forth by the violator to remedy this violation;

(e) Any unusual or extraordinary enforcement costs incurred by the City;

(f) The amount of penalty established by ordinance or resolution for specific categories of violations; and

(g) Any equities of the situation which outweigh the benefit of imposing any penalty or damage assessment.

(3) Recovery of damages and costs. In addition to the civil penalty in subsection (2) above, the City may recover:

(a) All damages proximately caused by the violator to the City, which may include any reasonable expenses incurred in investigating violations of, and enforcing compliance with, this chapter, or any other actual damages caused by the violation.

(b) The costs of the City's maintenance of stormwater facilities when the user of such facilities fails to maintain them as required by this chapter.

(4) Referral to TDEC. In accordance with the City's Enforcement Response Plan and the NPDES Permit requirements, the City may also notify TDEC of violations.

(5) Other remedies. The City may bring legal action to enjoin the continuing violation of this chapter, and the existence of any other remedy, at law or equity, shall be no defense to any such actions.

(6) Remedies cumulative. The remedies set forth in this section shall be cumulative, not exclusive, and it shall not be a defense to any action, civil or criminal, that one (1) or more of the remedies set forth herein has been sought or granted.

14-510. Appeals. Pursuant to Tennessee Code Annotated § 68-221-1106(d), any person aggrieved by the imposition of a civil penalty or damage assessment as provided by this chapter may appeal said penalty or damage assessment to the City's governing body.

(1) Appeals to be in writing. The appeal shall be in writing and filed with the municipal recorder or clerk within fifteen (15) days after the civil penalty and/or damage assessment is served in any manner authorized by law.

(2) Public hearing. Upon receipt of an appeal, the City's governing body, or other appeals board established by the City's governing body shall hold a public hearing within thirty (30) days. Ten (10) days prior notice of the time, date, and location of said hearing shall be published in a daily newspaper of general circulation. Ten (10) days' notice by registered mail shall also be provided to the aggrieved party, such notice to be sent to the address provided by the aggrieved party at the time of appeal. The decision of the governing body of the City shall be final.

(3) Appealing decisions of the City's governing body. Any alleged violator may appeal a decision of the City's governing body pursuant to the provisions of Tennessee Code Annotated, title 27, chapter 8.

14-511. Effective Date. General. The provisions of this ordinance shall become effective on the date spelled out in the Ordinance for approval by the City Council of Athens, Tennessee.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ATHENS, TENNESSEE:

SECTION 2. That all Ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent necessary to implement this ordinance.

SECTION 3. In the event that any part of this ordinance is invalidated by a court of competent jurisdiction, all other parts shall remain in full force and effect unless otherwise lawfully repealed or amended.

SECTION 4. This ordinance shall take effect immediately upon passage on second reading, the public necessity requiring it.

FIRST READING:	**February 18, 2025**	**Passed**
SECOND READING:	**March 18, 2025**	
DATE OF PUBLIC HEARING:	**March 18, 2025**	

ATTEST:

Larry Eaton, Mayor

Randall Dowling, City Manager

APPROVED AS TO FORM:

Christopher M. Caldwell, City Attorney


CITY OF ATHENS
EST. 1822
CITY HALL
THE FRIENDLY CITY
TENNESSEE

Agenda Item
III O. Approval of Contribution of Additional Funds Held in Reserve to the Pension Trust Fund

Overview
The Retirement Committee meet on March 6, 2025 and determined now would be a good time to make the contribution of $650,000 to the Pension Trust Fund. See attached Memorandum from Finance Director Mike Keith for more details.

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments
Finance

FINANCE DEPARTMENT

MEMORANDUM

TO: Randy Dowling, City Manager

FROM: Mike Keith, Director of Finance

DATE: March 5, 2025

SUBJECT: Contribute Additional Funds held in reserve to the Pension Trust Fund

In February, 2017, the City Council approved setting aside $650,000 from the closing of the Debt Service Fund to be contributed to the Pension Trust Fund. This was a recommendation made by Mitch Moore prior to his retirement. The Pension Committee requested that these funds be held by the City and they would review when would be the best time to make the actual contribution. The Committee has discussed this periodically with the investment advisor and actuary for the plan and have previously decided to hold off on depositing these funds into the plan.

During the Committee meeting this week, Bob Cross, whose firm provides the actuarial services and investment advisory services for the plan, recommended that now would be a good time to make this contribution. The Committee voted to approve this recommendation and to forward the request to the City Council for their approval. If approved, this would allow us to make the additional contribution and provide for the budget amendment to be approved prior to the end of the current fiscal year. This will also give Bob and those working with him the opportunity to start planning for investing the funds.

Please let me know if you have any questions or need any additional information.

Agenda Item
III P. 1. a. Public Comments

Overview
Councilmember Duggan

Discuss *"revamping the rules for public comment times for both times at council meetings, special meetings, and enforcement of broken rules."*

Attachments:
- Public Comment Rules (passed 11-19-2024)
- Tenn. Code Ann. § 39-17-305
- Tenn. Code Ann. § 39-17-306

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting for consideration.

Affected Departments
City Council

City Council
Public Comment Rules

Citizens may make comments at city council meetings where actionable items are on the agenda as required by state law, § 8-44-112. Two opportunities exist for citizens to comment during the meetings. 1) During **Citizens Comments Germane to the Agenda** when citizens may speak only to specific agenda items and 2) During **Citizens Comments** when citizens may speak on any subject the city has authority over.

The Public Comment Rules are set forth as follows:

1. Each speaker must give notice of their intent to speak by completing the **sign-in** form at the entrance of the Council Chambers prior to the commencement of the public meeting.

2. Each speaker is granted **three (3) minutes** to make their comments; time may not be yielded to others.

3. Time will begin after the speaker states their name and address, for the record. The Mayor may allow non-city residents to speak but is not compelled to do so.

4. Each speaker is expected to speak from the podium (not from the audience) in a civil, non-argumentative, and respectful manner. The speaker shall not be permitted to use any vulgar or obscene language.

5. Each speaker is expected to address their comments to the Mayor. The speaker shall not direct questions to the council members, staff, or audience. The speaker shall not refer to any person by name, make attacks or denigrate others.

6. The Mayor may acknowledge the comment has been heard. Neither council members nor staff shall address or respond to the speaker during the three (3) minute comment period.

7. The speaker may not address the Council on matters which are not under the authority of the Council, and which are regulated by other governmental bodies or agencies.

8. The speaker shall not speak to any previous or pending litigation unless it is on the agenda.

9. The Mayor may interrupt or call out of order anyone who breaks these rules. Any deviation from these rules will result in a warning without loss of time. If a speaker continues to violate these rules, they will be interrupted and shall lose the remaining time.

Disorderly Conduct or Disrupting a Public Meeting is Prohibited.
(Tenn. Code Ann. § 39-17-305 § 39-17-306)

Citizens are not required to attend a city council meeting to make a request or comment.
Citizens may complete a form online or in person.

passed 11/19/2024

39-17-305. Disorderly conduct.

(a) A person commits an offense who, in a public place and with intent to cause public annoyance or alarm:

(1) Engages in fighting or in violent or threatening behavior;

(2) Refuses to obey an official order to disperse issued to maintain public safety in dangerous proximity to a fire, hazard or other emergency; or

(3) Creates a hazardous or physically offensive condition by any act that serves no legitimate purpose.

(b) A person also violates this section who makes unreasonable noise that prevents others from carrying on lawful activities.

(c) A violation of this section is a Class C misdemeanor.

History

Acts 1989, ch. 591, § 1.

T.C.A. § 39-17-305 (Lexis Advance through the 2024 Regular Session)

39-17-306. Disrupting meeting or procession.

(a) A person commits an offense if, with the intent to prevent or disrupt a lawful meeting, procession, or gathering, the person substantially obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.

(b) A violation of this section is a Class A misdemeanor.

History

Acts 1989, ch. 591, § 1; 2020 (2nd Ex. Sess.), ch. 3, § 14.

T.C.A. § 39-17-306 (Lexis Advance through the 2024 Regular Session)

Agenda Item
III P. 2. a. Discussion of City Hall

Overview
City Hall conditions, capacity, renovations, expansions, ADA compliance, HVAC replacement, and purchase of other buildings to be used as a city hall have all been discussed for some time. Recently, during the December 9, 2024 work session, this item was discussed further. During the December 17, 2024 regular session, the city council authorized the city manager to obtain a commercial appraisal of a downtown building to be used as a potential city hall. The appraisal was received and this item was further discussed during the January 13, 2025 work session and during the January 21, 2025 regular session According to the January 21, 2025 minutes, no action was taken. Furthermore, during a special called meeting on February 27, 2025, the city council authorized the city manager to begin negotiations for the purchase of real estate with a maximum expenditure limit of $1.35M. As of March 6, 2025, negotiations with both property owners have occurred and all pricing numbers, due diligence periods, and earnest costs are known. Mayor Eaton will further explain how to proceed going forward.

Action to Consider
Consensus to move this item to the March 18, 2025 regular meeting for further consideration.

Affected Departments
All

ATHENS CITY COUNCIL
MINUTES OF REGULAR SESSION

The Athens City Council met in regular session on **Tuesday, December 17, 2024**, at 6:00 p.m. in the Athens City Hall Council Chambers with Mayor Eaton presiding. Councilmember Duggan led the invocation. Vice Mayor Curtis led the Pledge of Allegiance.

Roll call:

PRESENT: Curtis, Duggan, Eaton, Sherlin
ABSENT: Pelley

The following decisions were made and ordered to be part of the records of the Athens City Council.

-1-
APPROVAL OF MINUTES

Vice Mayor Curtis moved to approve the regular meeting minutes of November 19, 2024 and; Councilmember Duggan seconded. Minutes approved.

Roll call vote:

YEAS: **Duggan, Sherlin, Curtis, Eaton**
NAYS: **None**

-2-
COMMUNICATIONS AND SPECIAL PRESENTATIONS

-3-
CITIZEN'S COMMENTS GERMANE TO THE AGENDA

1. Glenn Whiting 2. Ron Sinecoff 3. Tyler Boyd 4. Linda Long

-4-
CONSENT AGENDA

a. Approve 2025 Meeting Dates for City Council Work Sessions, Regular Sessions, and Beer Board Meetings

b. Approve Applying for a 2025 Community Development Block Grant (CDBG) and Conducting a Required Public Hearing

c. Approve Obtaining an Appraisal of Downtown Building to be Used as a City Hall.

d. (Removed for further discussion after consent agenda.)

Vice Mayor Curtis moved to approve the first reading of Ordinance 1136; Councilmember Duggan seconded. Councilmember Pelley opposes the historic overlay. Councilmember Duggan is in favor but questions the section of the overlay that includes the college campus and a church that falls into the district. Vice Mayor Curtis speaks in favor of elaborating the importance of preserving our historic properties. **Motion Approved.**

Roll call vote:

YEAS:	**Duggan, Curtis, Eaton**
NAYS:	**Pelley**

b) Discussion of the Appraisal Results of Downtown Building to be Used as a City Hall
No Action.

c) Authorize the City Manager to Begin Planning for the Design and Future Construction of an Additional Fire Station on Elizabeth Street

Vice Mayor Curtis moved approval; Councilmember Duggan seconded. Councilmember Pelley stated that this project is long overdue. **Motion Approved.**

Roll call vote:

YEAS:	**Duggan, Pelley, Curtis, Eaton**
NAYS:	

-13-
REPORTS

Community Development 4th Quarter Report & 2024 Annual Building Report
presented by Director of Community Development, Anthony Casteel

Finance Department Monthly Report
presented by Director of Finance, Mike Keith

Fire Department Monthly Report
presented by Deputy Fire Chief, Brandon Ainsworth

Police Department Monthly Report
presented by Police Chief, Fred Schultz

-14-
REPORT FROM THE CITY MANAGER

Program of Work
presented by City Manager, Randall Dowling

ATHENS CITY COUNCIL
MINUTES OF CALLED SESSION

The Athens City Council met in called session on **Thursday, February 27, 2025**, at 3:00 p.m. in the Athens City Hall Council Chambers with Mayor Eaton presiding. Councilmember Duggan led the invocation. Vice Mayor Curtis led the Pledge of Allegiance.

Roll call:

PRESENT: Duggan, Pelley, Sherlin, Curtis, Eaton
ABSENT:

The following decisions were made and ordered to be part of the records of the Athens City Council.

-1-
CITIZEN'S COMMENTS GERMANE TO THE AGENDA

1. Linda Long
2. Glenn Whiting

-2-
NEW BUSINESS

Discuss and Authorize Negotiations for Proposed Real Estate Purchase

Vice Mayor Curtis moved to authorize Mayor Eaton and City Manager Dowling to begin negotiations for the purchase of real estate, with a maximum expenditure limit of $1.35 million; Councilmember Duggan Seconded. Motion Approved.

Following approximately 45 minutes of discussion, Vice Mayor Curtis moved to call the question, and Councilmember Sherlin seconded.

Roll call vote on Calling the Question:

YEAS: Duggan, Sherlin, Curtis, Eaton
NAYS: Pelley

Roll call vote:

YEAS: Duggan, Curtis, Eaton
NAYS: Pelley, Sherlin

Agenda Item
V. A. Appointment to the Council Advisory Committee (Pelley)

Overview
Currently Councilmember Pelley has four (4) vacancies. Ms. Linda Long has served on the committee in the past, and has expressed interest in continuing to serve.

An application can be found in the committee notebook assigned to you.

Action to Consider
Consensus to move this item to the March 18, 2025 regular session for consideration.

Affected Departments
City Council

Agenda Item
V. B. Resignation from the Council Advisory Committee (Eaton)

Overview
Mayor Eaton now has one (1) vacancy. No applications on file.

Action to Consider
No action necessary.

Affected Departments
City Council