

MINUTES
MPO TECHNICAL STAFF
JACKSON AREA METROPOLITAN PLANNING ORGANIZATION (MPO)
CITY HALL – 2nd FLOOR CONFERENCE ROOM – 111 EAST MAIN STREET
AUGUST 14, 2020 – 10:30 A.M.

Staff/Others Present:

Elizabeth Watkins, FHWA – TN Division
Stan Pilant, Planning Director
Jennifer Marshall
Rachel Webb, TDOT

Antoine Hawkins, TDOT-OCT
Ellen Williams
Ashley Owens

The Staff meeting was called to order and a determination of a quorum was made by the MPO Staff Chairman Pilant. Pilant welcomed the public and officials in attendance and opened the floor to any member of the public wishing to speak. With no one requesting to speak, the minutes of May 28, 2020 were then unanimously approved on motion of Hawkins, seconded by Marshall. After that, Pilant began reviewing the agenda business item.

Proposed Amendments to the FY 2020 – 2023 Transportation Improvement Program (TIP) related to capital improvements for the Jackson Transit Authority – Chairman Pilant presented the proposed amendment to the MPO Staff and noted that there are three items that are being requested to change. One change that is being made within the 5339 program is that FTA and TDOT are offering opportunities to receive funding from the 5339 grant program. JTA is requesting funds for fixed route busses and paratransit vehicles. The program year 2020 with cost estimates, JTA needs to amend the line item for the fixed route and paratransit vehicles. Pilant also mentioned that a request letter of intent has been given to the mayor for the local match. Going over the spreadsheet that was included in the information packet, Pilant explained that for the 5339 program, there was a change in the busses. Pilant further explained that it wasn't in the number of quantity of the busses, but it was in the amount. At the time, they estimated what the busses were going to cost and now they have gotten closer to a real estimate. So now, they have changed that from \$960,000 to \$900,000. Pilant then explains how in the current TIP and 5339, there was a request to replace two paratransit vans. However, with the additional funding that became available, they are changing that to replace seven paratransit vans. The second change would be that JTA needs to repaint the three fuel tanks due to having rust, so they are going to get the tanks blasted, sealed and painted. They have added to the TIP the addition of \$7,500 for the painting of the tanks. Third, JTA is changing the program out for the building renovations from \$25,000 to \$43,500, which will be money coming from JTA miscellaneous income.

The changes to the proposed amendments to the FY 2020-2023 TIP was unanimously approved for recommendation to the MPO Executive Board on motion of Hawkins, seconded by Marshall.

Status report of current transportation projects – Chairman Pilant mentioned that the Engineering Department has made a few changes within their department. City Engineer, Scott Chandler, and the Assistant City Engineer, Kris Gordon, have both left the city. The Engineering Department are seeking for replacements for the two positions. As of now, Consultant, Dusty Mays, is with Kimberly Horn filling the gap. If there is a PE needed, existing staff are currently doing additional duties. Michelle Jackson, who is the Transit Planner at JTA is retiring. Her last day working with JTA will be August 21, 2020. Also, Byanker Cole, who is the Planning Coordinator for the Planning Department will be retiring August 28, 2020 after serving 42 years with the city. Chairman Pilant also mentioned

that he is still doing MPO due to not having a MPO staff person currently. He expressed how he is seeking to find someone to fill the position.

Hawkins provided an update regarding that the TAP grant opened and will be opened until October 2, 2020. He also mentioned that they sent the resurfacing projects for the Madison County area by email. Hawkins then mentioned that the 40 studies are still going on and that he would keep everyone posted on any type of public meetings that they may have or may have a presentation for the staff and board, but they still have a couple of months for the recommendations portion.

There being no further business the meeting was adjourned.