

**Agenda for Regular Meeting of the Board of Mayor and Alderman  
Monday, September 28, 2020 – 5:30 p.m.  
Tullahoma Municipal Building**

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**Public Hearing**

A public hearing on Ordinance No. 1544 an Ordinance to Amend the Zoning Map of the City of Tullahoma, Tennessee, as set forth in Municipal Code, which is Ordinance No. 1392, to Re-Zone An Approximately 0.60 acre parcel at 713, 715, and 717 East Lincoln Street (Coffee County Tax Map 124K, Group F, Parcels 019.00, 020.00, and 020.01) from C-2 General Commercial District to R-3 High-Density Residential District

**Regular Meeting of the Board of Mayor and Aldermen** **Page**

Call to Order by Mayor Ray Knowis	
Roll Call	
Invocation – Rev. Shebbie Shields	
Pledge of Allegiance to the Flag – Rev. Shebbie Shields	
Commendations and Certificates	
Proclamations, Awards, and Special Presentations	
National Arts and Humanities Month Proclamation – October 2020	1
Greg Gressel, Chairman, Arts Council of Tullahoma	
Joshua Cole, President, Tullahoma Arts Center	
Fire Prevention Week Proclamation – October 4-10, 2020	2

**Swearing-In Ceremony** **Page**

Introduction by the Honorable Mayor Ray Knowis	
Administration of the Oath of Office by the Honorable Judge James F. Conley	3
Member of the Tullahoma Board of Mayor and Aldermen	
The Honorable Alderman Ms. Sernobia McGee	

**Continue Regular Meeting of the Board of Mayor and Aldermen** **Page**

Comments from Citizens	
Reports from the members of the Board of Mayor and Aldermen	
Report from the Mayor	
Assignments to Committees, Boards & Agencies by Mayor	n/a
Report from City Attorney	
Report from City Administrator	
Summary of Agenda Items and Voting Log	4
Departmental Reports	25

**Consent Agenda:** **Page**

1.	Item No. 20-90– Minutes of September 14, 2020 Regular Meeting	41
2.	Item No. 20-91 – Financial Report - June	50
3.	Item No. 20-92 – Accept a Tennessee Highway Safety Grant of \$15,000 for the Tullahoma Police Department and authorize the Mayor to sign related grant documents	53

**Monday, September 28, 2020**

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|----|---|----|
| 4. | <b>Item No. 20-93</b> – Ratify approval of a TDOT roadway maintenance project in the amount of \$115,000 under statewide contract with Tinsley Asphalt, LLC to repair and repave sections of state highways in the City of Tullahoma (sections of SR-130 and SR-55) | 55 |
| 5. | <b>Item No. 20-94</b> – Accept the Mayor’s reappointment of Mr. Milan Hill Jr. to the Board of the Tullahoma Housing Authority for a five-year term ending on October 31, 2025  | 62 |
| 6. | <b>Item No. 20-95</b> – Approve the reappointment of Mr. David Bond and Mr. Eugene London, Jr. to the Board of the Tullahoma Area Economic Development Corporation (TAEDC) for new six-year terms ending on July 26, 2026   | 64 |

*Note: All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items, unless a Board member or citizen so requests, in which case the item will be removed from the Consent Agenda and considered separately. During the portion of the meeting reserved for comments from citizens, as shown on the agenda, citizens may request that the Board remove an item from the Consent Agenda so that discussion may be held on the item.*

**Old Business:**

**Page**

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|----|---|-----|
| 7. | <b>ORDINANCE NO. 1544 – AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF TULLAHOMA, TENNESSEE, AS SET FORTH IN MUNICIPAL CODE, WHICH IS ORDINANCE NO. 1392, TO RE-ZONE AN APPROXIMATELY 0.60 ACRE PARCELS AT 713, 715, and 717 EAST LINCOLN STREET (Coffee County Tax Map 124K, Group F, Parcels 019.00, 020.00, and 020.01) from C-2 GENERAL COMMERCIAL DISTRICT TO R-3 HIGH-DENSITY RESIDENTIAL DISTRICT,</b> for passage on the second of two readings. | 66  |
| 8. | Other Old Business  | N/a |

**New Business:**

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|-----|---|----|
| 9.  | <b>Item No. 20-96</b> – Approve an improvement project with Tullahoma Disc Golf Association and Tullahoma’s Sunrise Rotary Club and authorize the acceptance of community donations and in-kind services to support the addition of a new nine-hole course to the Sunrise Rotary Disc Golf Course | 76 |
| 10. | <b>Item No. 20-97</b> – Approve the list of streets for the Fall Paving program   | 77 |
| 11. | <b>Item No. 20-98</b> – Approve allocation of Governor’s Local Government Support Grant funds in the amount of \$457,466 to support one-time projects and expenditures for FY 2021  | 79 |
| 12. | <b>Item No. 20-99</b> – Approve the purchase and replacement of one garbage truck in the amount of \$298,202.96 from Stringfellow, Inc. utilizing cooperative contract pricing (Sourcewell Contract #091219-THC) for the Public Works Department  | 81 |
| 13. | Other New Business  |    |

**Adjourn**

**Monday, September 28, 2020**

**Beer Board**

**Page**

Call to order by Mayor Ray Knowis

Public Comments

Summary of Beer Board Agenda Items

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**Consent Agenda:**

**Page**

1. **Item No. 20-BB25** – Minutes of September 14, 2020 Beer Board Meeting

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**Old Business:**

2. Other Old Business

N/a

**New Business:**

**Page**

3. Other New Business

N/a

**Adjourn**

**Board Study Session**

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1. Discussion of Wall Street Alley and Proposed Lease

Anyone requesting accommodations due to disabilities should contact Ms. Casta Brice, A.D.A. Coordinator, at 455-2648, before the meeting.

*City of Tullahoma*  
*Office of the Mayor*  
*Proclamation*



*National Arts and Humanities Month - October 2020*

*Whereas*, the nation's 120,000 nonprofit arts organizations, the National Endowment for the Arts, the National Endowment for the Humanities, the nation's 4,500 local arts agencies, and the arts and humanities councils of the 50 states and the six U.S. jurisdictions have regularly issued official proclamations on an annual basis designating October as National Arts and Humanities Month;

*Whereas*: the arts and humanities embody much of the accumulated wisdom, intellect, and imagination of humankind;

*Whereas*, the arts and humanities enhance and enrich the lives of every American;

*Whereas*, the arts and humanities play a unique role in the lives of our families, our communities, and our country;

*Whereas*, cities and states — through their local and state arts agencies and representing thousands of cultural organizations — have celebrated the value and importance of culture in the lives of Americans and the health of thriving communities during National Arts and Humanities Month for several years;

*Whereas*, the Arts Council of Tullahoma, Tullahoma Arts Center and South Jackson Civic Center should be recognized for their work in sustaining the arts and culture within the City of Tullahoma;

*Whereas*, the humanities help diverse communities across the United States explore their history and culture with the support and partnership of the National Endowment for the Humanities, the 55 state and territorial humanities councils, and local educational and cultural institutions;

*Whereas*, the arts and culture industry also strengthens our economy by generating \$166.3 billion in total economic activity annually, \$27.5 billion in government revenue, and by supporting the full-time equivalent of 4.6 million jobs;

*Whereas*, the creative economy drives tourism and commerce, supports American workers, and makes up 4.5% of the annual GDP, proposed federal legislation titled The CREATE Act (S. 650 and H.R. 1519) and The PLACE Act (S. 3232) would support economic development of the creative economy.

**NOW, THEREFORE, BE IT RESOLVED**, that I, Ray Knowis, Mayor of the City of Tullahoma, Tennessee, do hereby proclaim **October as National Arts and Humanities Month** in Tullahoma and call upon our arts organizations and community members to celebrate and promote the arts and culture in our nation and to specifically encourage the greater participation of our citizens in taking action and attending arts and humanities opportunities in our community.

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Ray L. Knowis, Mayor  
September 28, 2020





## Fire Prevention Week Proclamation – October 4-10, 2020

WHEREAS, the City of Tullahoma, Tennessee and the Tullahoma Fire Department is committed to ensuring the safety and security of all those living in and visiting Tullahoma; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed more than 2,630 people in the United States in 2017, according to the National Fire Protection Association® (NFPA®), and fire departments in the United States responded to 357,000 home fires; and

WHEREAS, cooking is the leading cause of home fires in the United States where fire departments responded to more than 173,200 annually between 2013 and 2017; and

WHEREAS, two of every five home fires start in the kitchen with 31% of these fires resulting from unattended cooking; and

WHEREAS, more than half of reported non-fatal home cooking fire injuries occurred when the victims tried to fight the fire themselves; and

WHEREAS, children under five face a higher risk of non-fire burns associated with cooking than being burned in a cooking fire

WHEREAS, Tullahoma's residents should stay in the kitchen when frying food on the stovetop, keep a three-foot kid-free zone around cooking areas and keep anything that can catch fire away from stove tops; and

WHEREAS, residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

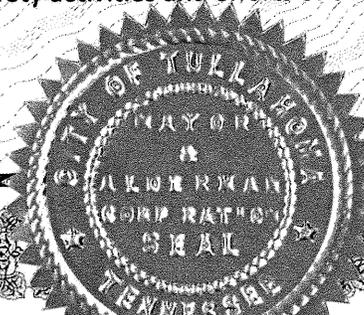
WHEREAS, Tullahoma's Fire Department and first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

WHEREAS, Tullahoma's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2020 Fire Prevention Week theme™, "Serve Up Fire Safety in the Kitchen!!" effectively serves to remind us to stay alert and use caution when cooking to reduce the risk of kitchen fires.

THEREFORE, I Ray Knowis, Mayor of the City of Tullahoma do hereby proclaim **October 4-10, 2020**, as **Fire Prevention Week** in Tullahoma, and I urge all the people of Tullahoma by checking their kitchens for fire hazards and using safe cooking practices during Fire Prevention Week 2020, and to support the many public safety activities and efforts of the Tullahoma Fire Department and emergency services.

Ray L. Knowis, Mayor





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**OATH**

I, Sernobia McGee, Alderman for the City of Tullahoma do affirm that I will faithfully, truly and impartially perform the duties of said office during my tenure without fear, favor or partiality to the best of my skill and ability, and so help me God.

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Sernobia McGee

Subscribed and sworn before me, this 28th day of September 2020.

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Honorable James Conley  
City Judge

**TULLAHOMA BOARD OF MAYOR AND ALDERMEN  
SUMMARY OF ACTION AND VOTING LOG ON AGENDA ITEMS-CY20**

Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-01	Minutes of 12/9/19 Meeting	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-02	Set a Municipal Election Date for first Thursday in August 2020- August 6, 2020	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-03	Approve Grant Application to TDOT Planning Grant for study of Cedar Ln/Westside Dr	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-04	Approve Participation & Mayor's signature for wellness benefit programs – Silver and Fit and Healthy Contributions	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
Ord. 1531	Ordinance to amend zoning map; rezone 2 parcels; 412 N. Jackson St. & 107 W. Hogan St	Approved 12/9/19 on the 1 <sup>st</sup> of 2 readings	Y	Y	Y	Y	Y	Y	Y
		Approved on 2 <sup>nd</sup> reading 01/13/20	Y	Y	Y	Y	Y	Y	Y
20-05	Approve a Downtown Resurfacing Project with Rogers Group	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
Ord. 1532	Ordinance to amend zoning map; rezone 2 parcels; 509 W. Grundy St.	Approved 1/13/20 on the 1 <sup>st</sup> of 2 readings	Y	Y	Y	Y	Y	Y	Y
		Approved on 2 <sup>nd</sup> reading 2/10/20	Y	A	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-06	Minutes of 1/13/20 Meeting	Approved 1/27/20	A	Y	Y	Y	Y	A	Y
20-07	Accept the December Financial Report	Approved 1/27/20	A	Y	Y	Y	Y	A	Y
20-08	Approve & Authorize Mayor to sign application for CDGB grant program to assist neighborhood stabilization	Approved 1/27/20	A	Y	Y	Y	Y	A	Y
20-09	Approve & Authorize Mayor to sign Professional Services Agreement with SAFEbuilt, LLC and Municipal Inspection Services, LLC for Planning & Codes	Approved 1/27/20	A	Y	Y	Y	Y	A	Y
20-10	Announce vacancy on the Coffee County Public Building Authority for Tullahoma Resident	N/a							
Res. 1820	Resolution to support grant application to CDBG program of TDECD to support neighborhood stabilization and revitalization projects	Adopted 1/27/20	A	Y	Y	Y	Y	A	Y
20-11	Minutes of 01/27/20 Meeting	Approved 02/10/20	Y	A	Y	Y	Y	Y	Y
20-12	Adopt the FY 2021 Budget Adoption Schedule	Adopted 2/10/20	Y	A	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-13	Approve cancellation of 03/23/20 & 05/25/20 BMA mtgs.	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-14	Approve reappointment of Dr. Don Daniel to TAA	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-15	Authorize Finance Director to negotiate a Municipal Advisor agreement with Stephens Inc.	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-16	Approve a License Agreement between City of Tullahoma and International Soap Box Derby for 5-2-20	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-17	Approve renewal of a two-year Facility Use Agreement with American Red Cross for DW Wilson & CD Stamps Centers	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-18	Approve grant application to the Appalachian Regional commission (ARC) to support construction of 2 airport hangars	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
Ord. 1533	Ord. to amend Code of Ord. Ch. 3 (Beer) Sec. 8-326 (prohibited conduct or activities by beer permit holders) of Title 8 (Alcoholic beverages)	Approved 2/10/20 on the 1 <sup>st</sup> of 2 readings	Y	A	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
		Approved on 2 <sup>nd</sup> reading 2/24/20	A	Y	Y	Y	Y	Y	Y
Ord. 1534	Ordinance to amend Code of Ord. Ch. 2 (Intoxicating liquors) Sec. 8-223 (visible open containers on streets, etc. prohibited of Title 8 (Alcoholic beverages)	Approved 2/10/20 on the 1 <sup>st</sup> of 2 readings	Y	A	Y	Y	Y	Y	Y
		Approved on 2 <sup>nd</sup> reading 2/24/20	A	Y	Y	Y	Y	Y	Y
Res. 1821	Res. to support application to USDA, RDCF grant program funds to construct two hangars- Tullahoma Municipal Airport	Adopted 2/10/20	Y	A	Y	Y	Y	Y	Y
20-19	Minutes of 02/10/20 Meeting	Approved 2/24/20	A	Y	Y	Y	Y	Y	Y
20-20	Accept the December Financial Report	Approved 2/24/20	A	Y	Y	Y	Y	Y	Y
20-21	Approve & Authorize the Mayor to execute a Municipal Advisor Agreement with Stephens Inc.	Approved 2/24/20	A	Y	Y	Y	Y	Y	Y
20-22	Approve a request to display temporary signage promoting the Tullahoma Farmer's Market	Approved 2/24/20	A	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-23	Ratify approval of the purchase of real property at 114 SW. Atlantic St. and 108 S. Atlantic St. in Downtown Tullahoma for \$152,000	Approved 2/24/20	A	Y	Y	N	Y	Y	Y
Res. 1822	Vote to amend par. 4 of Res. 1822 to remove the words "and parking fees"	Approved 2/24/20	A	N	Y	Y	Y	Y	Y
Res. 1822	Resolution to approve UDAG loan in the amount of \$75,000 to the TIDB to support acquisition of downtown property	Adopted 2/24/20	A	Y	Y	N	Y	Y	Y
Ord. 1535	Ordinance to amend zoning map; rezone 2 parcels; 330 Broadrick St. & Ann St.	Approved 2/24/20 on the 1st of 2 readings	A	Y	Y	Y	Y	Y	Y
		Approved on 2 <sup>nd</sup> reading 4/13/20	Y	Y	Y	Y	Y	Y	Y
20-25	Approve purchase of new radio repeater equip. for Police Dept	Approved 3/9/20	Y	Y	Y	Y	Y	Y	Y
20-26	Approve purchase of two new vehicles for Police Dept.	Approved 3/9/20	Y	Y	Y	Y	Y	Y	Y
20-27	Approve Painting Services from EEP to restore fencing, gate & arches at Maplewood Cemetery	Approved 3/9/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-28	Accept Mayor's appointment of David Bethea to Arts Council	Approved 3/9/20	Y	Y	Y	Y	Y	Y	Y
20-29	Minutes of 03/09/20 Meeting	Approved 4/13/20	Y	Y	Y	Y	Y	Y	Y
20-30	Approve Interlocal Agreement between City & THA to support the use of City's Engineering firm for Professional Design Services & Contracted Fees schedule	Approved 4/13/20	Y	Y	Y	Y	Y	Y	Y
Res. 1823	Resolution to approve Amendments to the Personnel Regs. In Response COVID-19 Pandemic	Adopted 4/13/20	Y	Y	Y	Y	Y	Y	Y
Res. 1824	Resolution to approve an Amendment to the Public Records Policy for City of Tullahoma	Adopted 4/13/20	Y	Y	Y	Y	Y	Y	Y
20-31	Approve Change Order No. 1 for \$21,984 for materials testing & inspection services related to TPD building project	Adopted 4/13/20	Y	Y	Y	Y	Y	Y	Y
20-32	Minutes of 4/13/20 Meeting	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-33	March Financial Summary- General Fund	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y
20-34	Approve an Addendum to Recyclable Solid Waste Processing Agreement between City of Tullahoma & City of Manchester	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y
20-35	Approve the one-year renewal of Audit Agreement with Householder Artman	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y
20-36	Approve Proposed changes to By-Laws of the Tullahoma Arts Council including renaming to the Arts Council of Tullahoma (ACT)	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y
20-37	Accepted Delivery of the FY2019 Audits	Accepted 4/27/20	Y	Y	Y	Y	Y	A	Y
20-38	Award Bid & Authorize Mayor to sign contract with Curl Construction in the amount of \$223,874 for Phase I of new park at 126 Silver Street	Approved 4/27/20	Y	Y	Y	N	Y	A	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
Res. 1825	Resolution to amend the City FY20 Operating budget to support adjustments necessary in anticipation of economic losses due to COVID-19 pandemic	Adopted 4/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1826	Resolution to approve a UDAG loan of \$52,000 for JAD Enterprises, Inc.	Adopted 4/27/20	Y	Y	Y	Y	Y	A	Y
Ord. 1536	Ordinance to amend zoning map; rezone 6 parcels; 421, 423, 427, 429, 503 & 507 E. Lincoln St.	Failed 4/27/20 on the 1st reading.	Y	N	N	N	N	A	N
Ord. 1537	Ordinance to amend zoning map; rezone 520 E. Moore St. to R-3	Approved 4/27/20 on the 1st of 2 readings	Y	Y	Y	Y	Y	A	Y
		Approved on 2 <sup>nd</sup> reading 5/11/20	Y	Y	Y	Y	Y	Y	Y
Ord. 1538	Ordinance to amend zoning map; rezone 1801, 1807 & 1821 N. Washington St. to C-2	Approved 4/27/20 on the 1st of 2 readings	Y	Y	Y	Y	Y	A	Y
		Approved on 2 <sup>nd</sup> reading 5/11/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
Ord. 1539	Ord to amend zoning Ord.1392; add new Section 606, Development Standards for microbrewery, micro-distillery & micro-winery	Approved 4/27/20 on the 1st of 2 readings	Y	Y	Y	Y	Y	A	Y
		Approved on 2 <sup>nd</sup> reading 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-40	Approve the TFD 32 <sup>nd</sup> Year of Fire Pup fire safety education program participation	Approved 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-41	Approve the purchase of a public safety radio tower equip & installation in amount \$10,412.53	Approved 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-42	Approve re-appointment of Dr. James Blanks to DRUC	Approved 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-43	Approve an Annual Maintenance Contract with TDOT	Approved 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-44	Minutes of 5/11/20 Meeting	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
20-45	Approve MOU with TN Correction Academy to use Community Centers as emergency shelter	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
20-46	Approve appointment of Mr. Ken McKay to the Arts Council of Tullahoma	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-47	Authorize City Administrator to negotiate lease with Mr. Joe Keller, owner of London's, for a portion of Wall St. Alley	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
20-48	Approve agreements between City and TDOT for Highway-Rail Grade Crossing Improvement projects at Hogan St. and Roosevelt St.	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
Res. 1827	Resolution establishing the In-Lieu of Tax Payment for TUA fiscal year 2021	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
Ord. 1540	Ordinance to adopt City of Tullahoma Annual Budget and Tax rate for FY20-21	Approved 6/1/20 on the 1st of 3 readings	Y	Y	Y	Y	Y	Y	Y
		Approved 6/8/20 on the 2 <sup>nd</sup> of 3 readings	Y	Y	Y	Y	Y	Y	Y
		Approved 6/22/20 on the 3 <sup>rd</sup> /final reading	Y	A	Y	Y	Y	Y	Y
20-49	Minutes of 6/1/20 SP Call Meeting	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
20-50	Accept Donation of Gazebo from Mr. Joseph Keller valued at \$3,500 & in-kind services from Gullet's Towing for TFD	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-51	Approve Emergency Repair of Aerial apparatus for TFD for \$19,148.13.	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
Res. 1828	Resolution to grant an extension of Vesting for Settlers Trace Subdivision for 3 years	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
Res. 1829	Resolution to approve UDAG loan for SJCC in the amount of \$150,000	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
20-52	Minutes of 6/8/20 Meeting	Approved 6/22/20	Y	A	Y	Y	Y	Y	Y
20-53	Accept Property Tax Adj. as presented for Taxes Paid in FY20	Approved 6/22/20	Y	A	Y	Y	Y	Y	Y
20-54	Approve Mutual Aid Agreement with Arnold Air Force Base for Fire & Haz Mat Incident Response	Approved 6/22/20	Y	A	Y	Y	Y	Y	Y
Res. 1830	Resolution authorizing issuance of General Obligation Refunding School Bonds	Approved 6/22/20	Y	A	Y	Y	Y	Y	Y
20-55	Minutes of 6/22/20 Meeting	Approved 7/13/20	Y	Y	Y	Y	Y	Y	Y
20-56	Approve renewal of Naval History loan of USS Tullahoma Bell	Approved 7/13/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-57	Approve purchase of security equipment for New Police Building w/Life Communications	Approved 7/13/20	Y	Y	Y	Y	Y	Y	Y
20-58	Accept a donation of Mavic 2 professional drone for TFD	Approved 7/13/20	Y	Y	Y	Y	Y	Y	Y
20-59	Minutes of 7/13/20 Meeting	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-60	Set public hearing on zoning request for 1800 E. Lincoln St. from R-2 to R-3	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-61	Approve re-appointments of Kathy Rose & Maribeth Hartin to Lannom Library Board Committee for 3-yr term exp.6-20-23	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-62	Approve purchase of 2 trucks for Parks & Rec total \$63,500	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-63	Announced vacancy on the TUA Board	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-64	Approve and authorize disposal of surplus items	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-65	Approve & Authorize Mayor to sign amendment to Lease Agreement with SJCC through 2040	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
Ord. 1541	Ord. to amend Ord. 1521 – adopt the Annual Budget and tax Rate for FY2020	Approved 7/27/20 on the 1st of 3 readings	Y	Y	Y	Y	Y	Y	Y
		Approved 8/10/20 on the 2 <sup>nd</sup> of 3 readings	Y	Y	Y	Y	Y	Y	Y
		Approved 8/24/20 on the 3 <sup>rd</sup> and final reading	Mayor Knowis	Mayor Pro Tem Blanks	Alderman Amacher	Alderman Berry	Alderman Blackwell	Alderman Dunn	Vacant
Ord. 1542	Ord. to set salaries of BMA effective upon election of new officials.	Failed 07/27/20	Y	Y	N	Abstain	N	N	Abstain
Res. 1831	Res. Authorizing appropriations for financial aid of Tullahoma Arts Council, Inc.	Tabled 07/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1832	Res. Authorizing appropriations for financial aid of Tennessee's Backroads Heritage	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1833	Res. Authorizing appropriations for financial aid of Tullahoma Area Chamber of Commerce	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1834	Res. Authorizing appropriations for financial aid of Civil Air Patrol	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
Res. 1835	Res. Authorizing appropriations for financial aid of Tullahoma Day Care	Approved 7/27/20	Y	Y	Abstain	Y	Y	Y	Y
Res. 1836	Res. Authorizing appropriations for financial aid of Coffee County Health Department	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1837	Res. Authorizing appropriations for financial aid of Historic Preservation Society	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1838	Res. Authorizing appropriations for financial aid of	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1839	Res. Authorizing to support amendment to City Charter to Establish 4-year Terms of Elected Office for Mayor and Board of Alderman and change date of elections to the general election cycle	Approved as amended 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1840	Res. Authorizing appropriations for financial aid of Coffee County Lannom Library	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
Res. 1841	Res. Authorizing appropriations for financial aid of South Central Human Resources Agency	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1842	Res. Authorizing appropriations for financial aid of Skills Development Center	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1843	Res. Authorizing appropriations for financial aid of South Jackson Civic Center	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1844	Res. Authorizing appropriations for financial aid of Coffee Co. Senior Citizens Center	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1845	Res. Authorizing appropriations for financial aid of Trinity Care Center	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1846	Res. Authorizing appropriations for financial aid of Tullahoma Sports Council	Tabled 7/27/20	Y	Y	Y	Y	Y	Y	Y
Res. 1847	Res. to approve an UDAG of \$200,000 for London's Bar, LLC	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-66	Request for a Resolution be added to the next agenda to allocate \$2,500 to Coffee County Humane Society	Item Added to the Agenda Approved 7/27/20	Y	Y	Y	Y	Y	Y	N
20-67	Minutes of 7/27/20 Meeting	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-68	Set public hearing for 1800 E. Lincoln St from R-2 to R-3	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-69	Announce two vacancies on Tullahoma Tree Board	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-70	Approve Mayor's re-appointment of Ralph Graham, Mark Schempp, Susan Finger, Liz Kennedy and David Jaggers to the Tree Board	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-71	Approve the re-appointment of J. T. Northcutt to TUA	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-72	Accept a \$1,000 Grant Award from TWRA with no req. matching funds to support stream cleanup along Rock Creek Greenway	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-73	Approve purchase of emergency vehicle packages for 2 TPD vehicles \$8,345.20	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-74	Approve purchase of John Deere Mini Excavator for PW projects \$54,850.69	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-75	Approve and authorize Recreation Facility Manager J.P. Kraft to act as owner for Harbortouch Point of Sale System on all accounts for City of Tullahoma	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-76	Review & Acceptance of the Report on Debt Obligation for Aug. 6 2020 refinancing of 2006 and 2010 School Bonds	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-77	Approve a Project with Tullahoma Sports Council to improve basketball courts at Jefferson St. Park & authorize the acceptance of community donations and in-kind services for the project	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
20-78	Approve a grant application to BlueCross Healthy Places Foundation to support fully inclusive park improvements valued at \$750,000	Approved 8/10/20	Y	Y	Y	N	Y	Y	Y

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Agenda Item No.	Description	Action	Mayor Curlee	Mayor Pro Tem Blanks	Alderman Blackwell	Alderman Berry	Alderman Dunn	Alderman Mathis	Alderman Knowis
20-79	Approve awarding the annual paving bid to Wright Paving for FY2021	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y
Res. 1848	Res. Authorizing appropriations for Financial Aid of Coffee Co. Humane Society	Approved as amended 8/10/20	Y	Y	Y	Y	Y	Y	Y
Res. 1849	Res. Approving UDAG loan of \$30,000 for Tennessee Homes, LLC	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y

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**\*Mayor Knowis was sworn in on 8/24/20 replacing Mayor Curlee. Aldermen Amacher and Dunn were sworn in on 8/24/20, replacing Alderman Mathis and leaving one vacant Alderman seat.**

Agenda Item No.	Description	Action	Mayor Knowis	Mayor Pro Tem Blanks	Alderman Amacher	Alderman Berry	Alderman Blackwell	Alderman Dunn	Vacant
	Election of Mayor Pro Tem	Aldermen Blanks and Berry were nominated and Blanks was approved 4-2 8/24/20	Blanks	Blanks	Berry	Berry	Blanks	Blanks	n/a
	Election of Aldermanic Representative to the Planning Commission	Aldermen Blackwell and Amacher were nominated and Blackwell was approved 4-2 8/24/20	Blackwell	Blackwell	Amacher	Amacher	Blackwell	Blackwell	n/a
20-80	Minutes of 8/10/20 Meeting	Approved 8/24/20	Y	Y	Y	Y	Y	Y	n/a
20-81	Approve the TPD TFD participation in 2021 Calendar program with Caywood Enterprises	Approved 8/24/20	Y	Y	Y	Y	Y	Y	n/a
20-82	Approve 2 budgeted positions; 1 FT Streets Labor in Public Works and 1 FT Grounds Crew Parks & Rec FY2021	Approved 8/24/20	Y	Y	Y	Y	Y	Y	n/a
Ord. 1543	Ord. to amend rezone 1800 E. Lincoln St. from R-2 to R-3, amending Zoning Map Ord. 1392	Approved 8/24/20 on the 1st of 2 readings Approved 9/14/2020 on the 2 <sup>nd</sup> of 2 readings	Y	Y	N	Y	Y	Y	n/a

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Agenda Item No.	Description	Action	Mayor Knowis	Mayor Pro Tem Blanks	Alderman Amacher	Alderman Berry	Alderman Blackwell	Alderman Dunn	Vacant
20-83	Minutes of 8/24/20 Meeting	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-84	Approve bids and award contract to H.L. Johnson Mulch Co. for annual brush grinding & debris removal services not to exceed \$43,000.00	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-85	Approve purchase of \$88,299.61 from Patterson Pope for new TPD evidence storage; fume hood, lockers, shelving, etc.	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-86	Announce 2 vacancies on TAEDC Board	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-87	Announce 2 vacancies on Tree Board	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-88	Accept donation of scoreboard valued at \$4,000 from Frank Mullins football league for Parks & Recreation	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
20-89	Considered nominations and appointed Ms. Sernobia McGee to fill Tullahoma BMA Alderman vacancy for the remainder of unexpired term upon election of qualified candidate in the August 2021 election	Approved 9/14/20	McGee	McGee	McGee	McGee	Moorehead	McGee	n/a
Res. 1850	Res. Approving UDAG loan of \$200,000 for Harton Family Partners to expand existing business	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a

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Agenda Item No.	Description	Action	Mayor Knowis	Mayor Pro Tem Blanks	Alderman Amacher	Alderman Berry	Alderman Blackwell	Alderman Dunn	Vacant
Res. 1851	Res. to amend City Budget FY2021 General Purpose School Budget as need to adjust for reduced state BEP funding for teacher salary adjustments and to add 2 nursing positions and a deputy director.	Approved 9/14/20	Y	Y	Y	Y	Y	Y	n/a
Ord. 1544	Ord. to amend rezone 713, 715, 717 E. Lincoln St. from C-2 Gen. Commercial to R-3 High Density Residential District	Approved 9/14/20 on the 1st of 2 readings	Y	Y	Y	Y	Y	Y	n/a

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**DATE:** September 28, 2020  
**TO:** Mayor and Board of Aldermen  
**FROM:** Jennifer Moody, City Administrator  
**SUBJECT:** City Department Reports

Enclosed please find a copy of our departmental monthly reports and highlights below:

*Sales Tax Revenue*

We have received the first two months of state-shared sales tax receipts for this fiscal year. On a situs basis, the sales taxes for July have increased 6.5% over last year. Our actual net revenue for the month is \$188,000 above collections for the same month last year.

*New Business Licenses*

In FY 2020, Tullahoma had 126 new businesses open last fiscal year, a 38% increase over new business openings in the prior fiscal year. We average about 10 new businesses per month and so far this year, we are seeing lots of new business activity with 16 new business licenses issued in August.

*Under Construction*

Construction of Tullahoma's new Police Building continues to work towards an early December completion date. Much of the work is being completed on the interior, including windows, flooring, ceilings and painting. New parking areas will be complete in the next week. A special thank you to everyone, especially our neighbors who have graciously managed in spite of the limited parking conditions around our buildings due to construction.

In commercial construction, at seven months into the year, the value of new commercial/industrial additions and remodels are already at 140 percent of the total valuation for calendar year 2019. This calendar year, 267 permits have been issued representing more than \$20 million in investment in Tullahoma.

In residential construction, only three permits were issued for new construction in August and 31 have been issued this calendar year-to-date. At their meeting on September 21, the Planning Commission approved a preliminary plat for a proposed 9-lot subdivision on Old Shelbyville Highway (north of Chandelle Airpark).

*City Personnel*

Last week, Tullahoma Police Department hired five new police officers to fill vacant positions in patrol and they will be starting with the city over the next three weeks. Four of the five will need to attend the Police Academy. Last week, new hire orientation was held for four new employees, including a building inspector, a firefighter, and two new employees in Public Works. Currently, the City is recruiting for the full-time positions of Parks Program Coordinator, Parks Grounds Crew, and Property Maintenance Inspector.

Census 2020

Nationally, as of September 23<sup>rd</sup>, 65.5% of Tennesseans have self-responded to the Census and Coffee County has 71% who have self-responded to the Census. Citizens can still self-report by visiting **my2020census.gov** to respond and be sure to include everyone living in your household. Each person not counted results in \$1,091 lost revenue to our city and county.

Encl.

CITY OF TULLAHOMA GRANT STATUS AUGUST 2020						
Dept.	Program Title	Project	Total project \$ (includes match)	Match \$ approved	Status	Deadline
<b>Finance/Admin</b>	<b>UDAG</b>		<b>650,000.00</b>		<b>15 open loans</b>	
Finance/Admin	USDA Rural Development Enterprise Grant	Revolving loan fund (for small businesses)	\$ 350,000.00	N/A	New program re-started	NA
Finance/Codes	THDA Homes	Refurbish residential	\$ 500,000.00	\$ -	Managed by TPA/hold due to CV-19	6/1/2021
Admin	CDBG	East Tullahoma Neighborhood Revitalization	\$250,000.00	\$ 32,000.00	in progress	6/30/2021
Admin	Project Diabetes	Silver St Lighting	\$ 30,000.00	n/a	Awarded July 2019, Reimbursed \$15,000, next reimbursement \$15,000 due in July 2020	6/30/2021
Airport	TDOT Aeronautics	Airport Hangar Construction	\$452,843		Awarded	6/1/2021
TAEDC	Tennessee Department of Tourism Development	Tourism Guide	\$6,000	\$ 3,000.00	Close out October	12/1/2021
Recreation	BlueCross Foundation	Healthy Places Park	\$750,000	N/A	Submitted	9/1/2022
Recreation	Department of Health	Access to Health/Silver St Park	\$10,000	N/A	Awarded 2/25/19	12/31/2020
Recreation	Department of Health	Silver St Fitness Park	\$ 85,000.00	N/A	In progress	6/1/2020
Recreation	TDEC	Creek Clean Up	\$ 1,000.00	N/A	Awarded 8/3/2020	6/30/2021
Police	DOJ	BVP	\$ 8,000.00	\$ 3,749.00		
Police	THSO	Traffic Enforcement	\$ 3,570.00	\$ 1,785.00		
Police	THSO	Misc traffic control programs/OT	\$150,000.00	N/A	Submitted	10/1/2020
Public Works	CFMT	Medical Funds for Shelter	\$5,000.00	N/A	Close out November	6/30/2020
Public Works	TDEC	Recycling Equipment	\$ 13,826.00	\$ 5,530.00		10/1/2020
Public Works	TDOT Safe Routes	East Lincoln sidewalks	\$ 227,000.00	No match	Construction phase	7/1/2020
<b>TOTALS</b>			<b>\$ 2,842,239.00</b>	<b>\$ 46,064.00</b>		
					Prepared by Winston Brooks/Community Development Director	

**CITY RECORDER DEPARTMENT**

NEW BUSINESS OPENINGS							
MONTH	FY2018	MONTH	FY2019	MONTH	FY2020	MONTH	FY2021
JUL	8	JUL	7	JUL	4	JUL	8
AUG	8	AUG	12	AUG	21	AUG	16
SEP	7	SEP	7	SEP	13	SEP	
OCT	10	OCT	7	OCT	5	OCT	
NOV	7	NOV	4	NOV	12	NOV	
DEC	3	DEC	2	DEC	2	DEC	
JAN	23	JAN	11	JAN	19	JAN	
FEB	14	FEB	3	FEB	11	FEB	
MAR	16	MAR	14	MAR	11	MAR	
APR	12	APR	10	APR	4	APR	
MAY	11	MAY	6	MAY	19	MAY	
JUN	3	JUN	8	JUN	5	JUN	
<b>TOTALS</b>	<b>122</b>		<b>91</b>		<b>126</b>		<b>24</b>

Saved as Excell Worksheet

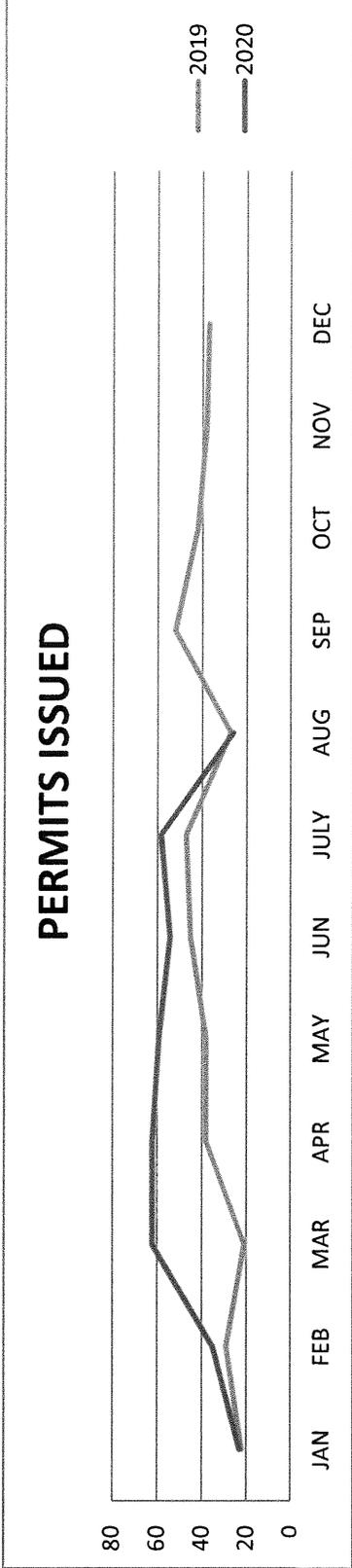
Under City Administrator ( Jennifer's) projects

Monthly New Business Openings Tracking Sheet

# TULLAHOMA PLANNING AND CODES DEPT

## Permit and Inspection Activity Summary - August 2020

PERMITS & INSPECTIONS	JUL-20 QTY	AUG-20 QTY	AUG-20 VALUATION	20 YTD QTY	20 YTD VALUATION	AUG-19 QTY	2019 EOY QTY	2019 EOY VALUATION
Total Building Inspections	196	153		1242				
Total Permits Issued	58	26	\$2,056,097	267	\$20,264,926	47	446	\$35,469,887
Residential New Construction	7	3	\$1,038,216	31	\$9,345,994	4	57	\$13,869,676
Residential Additions/Remodels/Accessory	9	14	\$605,096	n/a	\$1,458,880	14	115	\$3,039,655
Mechanical	6	0	\$0	n/a	\$181,874	0	2	\$33
Plumbing	6	0	\$0	n/a	\$221,515	0	5	\$5,868
Commercial/Industrial New Construction	0	0	\$0	n/a	\$5,965,844	2	5	\$16,248,411
Commercial/Industrial Additions/Remodels	1	3	\$390,830	n/a	\$2,818,486	2	42	\$1,994,405
New Signage	16	3	\$19,400	n/a	\$191,841	5	85	\$211,549
Demolitions	0	0	\$0	n/a	\$602	4	20	\$2,225
Storm Water, Culvert & Bonds	12	1	\$25	n/a	\$60,150	13	80	\$63,040
Tower Permits	0	0	\$0	n/a	\$0	1	1	\$20,000
Occupancy / Change of Occupancy	1	2	\$2,530	n/a	\$12,740	2	11	\$8,025
Temporary Use	0	0	\$0	n/a	\$1,000	0	0	
Fireworks Tents	0	0	\$0	n/a	\$6,000	0	7	\$7,000



# TULLAHOMA PLANNING AND CODES DEPT

## Property Maintenance Activity Summary - August 2020

<b>VIOLATION</b>	<b>QTY</b>
Code Enforcement Officers	1
Staff Assistants	1
Complaints Received	9
Complaints Closed	1
Complaints Unresolved	172
City Attorney Cases	0
Citation / AHO	0
Citation / City Court	0
Total Site Inspections	11
Average Response Time (Days)	30
Average Resolution Time (Days)	60
Complaints Resolved by Owner	1
Unfounded Complaints	0
Zoning Violation (RV use outside of RV Park)	0
Accumulation of Rubbish	2
Zoning Violation (Business in Res Zone)	1
Misc	1
Weeds	5
Dumping Activities	0
Failure to Obtain Permit	0
Illegal Signage	16

**CITY OF TULLAHOMA**  
**Human Resources Department**  
**August 2020**

**Recruitment**

<b>FULL-TIME</b>		<b>PART-TIME</b>	
<i>Filled Positions</i>	<i>Open Positions</i>	<i>Filled Positions</i>	<i>Open Positions</i>
Building Inspector Firefighter	Police Officer (6) Senior Planner Assistant Fire Chief PW Laborer Grounds Technician Property Maint. Inspector Program Coordinator	TAA Services Specialist – 2 School Crossing Guard	PW Laborer School Crossing Guard (2) TAA Services Specialist

	<i>FY21-YTD</i>	<i>FY20</i>	<i>FY19</i>	<i>FY18</i>
<b>FT Employee Turnover</b>	5.13%	14.56%	20.26%	15.54%
<b># Full-time Hired</b>	2	25	33	25
<b># Part-time Hired</b>	7	30	70	77
<b># FT Promotions</b>	2	9	18	8

**Workers' Compensation**

Employees who are injured on the job and require medical attention are reported to OSHA on a calendar year basis. Employees report injuries that do not require a doctor's appointment in the event they have a future need for medical attention.

	<i>CY20 - YTD</i>	<i>CY19</i>	<i>CY18</i>	<i>CY17</i>
<b>Medical Attention Required</b>	17	15	23	18
<b>No Medical Attention</b>	20	24	29	26

**Committee Meetings / Professional Development**

- Highland Rim SHRM Board Meeting
- Diversity and Inclusion – SHRM Webinar
- Keys to Effective Communication – MSCC Online Course

**In Process**

- Employee Fitness Challenge
- ADA Transition Plan
- Online Benefits Enrollment Program



# Summary By Incident Type

Report Period: From 08/01/2020 to 08/31/2020

All Selected Fire Departments

## Calls By Incident Type

FIRES	Frequency	Percent Of Total Calls	Mutual Aid None	Mutual Aid Given	Mutual Aid Received	Other Aid Given	Invalid Aid Flag	Exposures	Total Incidents
Structure Fires (110-118, 120-123) .....	0	0.00 %	0	1	0	0	0	0	1
Vehicle Fires (130-138) .....	2	1.55 %	2	0	0	0	0	0	2
Other Fires (100, 140-173) .....	0	0.00 %	0	1	0	0	0	0	1
<b>Total Fires</b> .....	<b>2</b>	<b>1.55 %</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
Pressure Ruptures, Explosion, Overheat (200-251)	1	0.78 %	1	0	0	0	0	0	1
<b>RESCUE CALLS</b>									
Emergency Medical Treatment (300-323)	85	65.89 %	85	0	0	0	0	0	85
All Others (331-381) .....	0	0.00 %	0	0	0	0	0	0	0
<b>Total Rescue Calls</b> .....	<b>85</b>	<b>65.89 %</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85</b>
Hazardous Condition Calls (400-482) .....	0	0.00 %	0	0	0	0	0	0	0
Service Calls (500-571) .....	21	16.28 %	21	0	0	0	0	0	21
Good Intent Calls (600-671) .....	2	1.55 %	2	0	0	0	0	0	2
Severe Weather or Natural Disaster Calls (800-815)	0	0.00 %	0	0	0	0	0	0	0
Special Incident Calls (900-911) .....	0	0.00 %	0	0	0	0	0	0	0
Unknown Incident Type (UUU) .....	0	0.00 %	0	0	0	0	0	0	0
<b>FALSE CALLS</b>									
Malicious Calls (710-715, 751)	0	0.00 %	0	0	0	0	0	0	0
Other False Calls (700, 721-746)	18	13.95 %	18	0	0	0	0	0	18
<b>Total False Calls</b> .....	<b>18</b>	<b>13.95 %</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>
<b>TOTAL CALLS</b> .....	<b>129</b>	<b>100.00 %</b>	<b>129</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>131</b>

Total Incidents With Exposure Fires .....	0	Total Fire Dollar Loss .....	\$ 2,000.00
Total Exposure Fires .....	0	Total Dollar Loss .....	\$ 2,000.00

## Casualty Summary

	Civilian	Fire Service
Fire Related Injuries	0	0
Non-Fire Injuries	0	0
Fire Related Deaths	0	0
Non-Fire Deaths	0	0

# Detailed Selected Statistics & Management Activity

Selected Coded Field: Basic: Incident Type

Report Period: From 08/01/2020 to 08/31/2020

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPS	AVG # SUPPR PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR APPR	AVG # EMS APPR	AVG # OTHER APPR	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
111	Building fires	0	0.00 %	0									
131	Passenger vehicle fire	1	0.78 %	0	5.00	0.00	0.00	2.00	0.00	0.00	3.08	3.08	4.00
138	Off-road vehicle or heavy equipment fire	1	0.78 %	0	6.00	0.00	0.00	5.00	0.00	0.00	4.90	4.90	6.00
142	Brush, or brush and grass mixture fire	0	0.00 %	0									
221	Overpressure rupture of air or gas pipe/pipeline	1	0.78 %	0	10.00	0.00	2.00	4.00	0.00	2.00	10.00	10.00	3.00
311	Medical assist, assist EMS crew	72	55.81 %	0	2.28	2.00	0.25	1.03	1.00	0.25	2.28	164.43	5.12
322	Vehicle accident with injuries	11	8.53 %	0	4.45	2.00	2.00	1.09	1.00	2.00	6.22	68.38	4.64
324	Motor vehicle accident with no injuries	2	1.55 %	0	5.00	2.00	2.00	1.00	1.00	2.00	2.85	5.70	3.50
500	Service Call, other	5	3.88 %	0	3.60	0.00	0.40	1.60	0.00	0.40	12.15	60.77	3.00
531	Smoke or odor removal	1	0.78 %	0	9.00	0.00	0.00	3.00	0.00	0.00	5.85	5.85	4.00
550	Public service assistance, other	2	1.55 %	0	3.00	0.00	0.00	1.00	0.00	0.00	1.02	2.03	2.50
553	Public service	5	3.88 %	0	2.00	0.00	0.00	1.00	0.00	0.00	0.95	4.77	1.60
561	Unauthorized burning	8	6.20 %	0	2.25	0.00	0.00	1.00	0.00	0.00	0.67	5.37	1.75
600	Good intent call, other	1	0.78 %	0	8.00	0.00	0.00	4.00	0.00	0.00	25.20	25.20	0.00
611	Dispatched & canceled en route	1	0.78 %	0	2.00	0.00	0.00	1.00	0.00	0.00	0.27	0.27	3.00
700	False alarm or false call, other	1	0.78 %	0	10.00	0.00	0.00	4.00	0.00	0.00	9.33	9.33	6.00
743	Smoke detector activation, no fire - unintentional	1	0.78 %	0	9.00	0.00	0.00	2.00	0.00	0.00	2.70	2.70	4.00

# Detailed Selected Statistics & Management Activity

Selected Coded Field: Basic: Incident Type

Report Period: From 08/01/2020 to 08/31/2020

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPS	AVG # SUPPR PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR APPR	AVG # EMS APPR	AVG # OTHER APPR	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
744	Detector activation, no fire - unintentional	7	5.43 %	0	9.14	0.00	0.00	3.57	0.00	0.00	5.60	39.23	5.14
745	Alarm system sounded, no fire - unintentional	9	6.98 %	0	7.89	0.00	0.00	2.89	0.00	0.00	3.88	34.93	5.44
	<b>Totals</b>	129	100.00 %	0	3.64	1.32	0.37	1.45	0.66	0.37	3.46	446.95	4.53
	<b>Mutual Aid Given Incidents</b>	2											

# Parks and Recreation Monthly Report

August 2020

<b>Total Usage</b>	<b>D.W. Wilson</b>	<b>Member</b>	<b>Non-Member</b>	<b>Insurance Benefit</b>	<b>Resident</b>	<b>Non-Resident</b>
<b>406</b>	Weight Room	349	28	29		
<b>262</b>	Indoor Pool Lap Swim	163	66	33		
<b>0</b>	Basketball (over 18)	0		0	0	0
<b>0</b>	Basketball (under 18)	0				
<b>103</b>	Pickleball	0		22	44	37
<b>458</b>	Fitness Classes Land	308	90	60		
<b>275</b>	Aquatic Fitness Classes	99	57	119		
<b>1812</b>	Splash Island					

	<b>C.D. Stamps</b>	<b>Member</b>	<b>Non-Member</b>		
<b>0</b>	Weight Room	0	0	0	0
<b>0</b>	Gymnasium	0		0	0



**Tullahoma Police Department Monthly  
Statistics for August 2020**

<b>Total miles patrolled for this month:</b>	<b>20,761</b>
<b>Total miles patrolled for same time last year:</b>	<b>25,080</b>
<b>Total police calls answered this month:</b>	<b>1,346</b>
<b>Total police calls answered for same time last year:</b>	<b>1,769</b>
<b>Total traffic accidents for this month:</b>	<b>65</b>
<b>Total traffic accidents for same time last year:</b>	<b>47</b>
<b>Total citations issued this month:</b>	<b>122</b>
<b>Total citations issued for same time last year:</b>	<b>392</b>
<b>Total arrests made for this month:</b>	<b>98</b>
<b>Total arrests made for same time last year:</b>	<b>170</b>

**EMPLOYEES RECOGNIZED FOR YEARS OF SERVICE**

<b>School Crossing Guard Bobby Ferrell</b>	<b>20 Years of Service</b>
<b>School Crossing Guard Danny Hickerson</b>	<b>7 Years of Service</b>

# CITY OF TULLAHOMA

## Public Works Department

August 2020

### Department Staffing:

Streets/Stormwater Management: 16 full time  
Sanitation: 19 full time, 2 part-time  
Public Works Administration: 4 full time  
Animal Control: 3 full time  
Mechanics: 3 full time, 1 part time

### Monthly Manhours Worked:

August 2020 = 6238 hrs. = 35 Full-Time Equivalent Employees  
(4 weeks reporting period)

### Budget Appropriation:

Total Public Works: \$4,907,986.00

### Monthly Activity Summary:

#### Streets/Stormwater Management:

No. Signs Installed / Repaired	34
Asphalt Placed in Tons (cold patching/hot mix)	46 tons
Asphalt Monitored in Tons (placed by others)	0
Stone / rock spread (Tons)	14 tons
Road Salt Spread (Tons)	0
Sidewalks and Curbs Repaired	3
Ditches / Tile Cleaned During Storm (Man hours)	12
Ditch work/Tile Installed (LF)	460 LF
Tree Removal or Trimming (Man hours)	22
No. of Drainage Complaints Received	16
No. of Drainage Complaints Corrected	12
Street striping / painting (Man hours)	0
Christmas Parade Street Hours	0
ADA Transition Plan Fieldwork (Man hours)	0
ADA Sidewalk Work	0

**Sanitation:**

Residential Garbage Collection (Tons / No. Of Homes)	579.06/ 8500 +
Commercial Garbage Collection (Tons / No. Of Businesses)	406.39/ 750
New/Replacement Residential Garbage Cans Provided	15
New/Replacement Dumpsters Provided	6
City Cemetery Maintenance (Man hours)	440
Other maintenance, weeding/mowing (man hours worked)	600
Brush/Leaf Collected (No. of Flat Bed Trucks)	140 loads
Brush/Leaf Collected (No. of Swa-car Loads)	85 loads
Litter Pickup (Man hours Worked)	5
No. of calls received (Sanitation / Streets)	275
Work Orders	258
Total Bio Bags	589 bags
Total Bags of Litter	5 bags
Call Out Overtime Hours	24 hours
Aug Cardboard Sold/Value	127 tons/\$8,890
Aug Newsprint Sold/Value	0
Aug Metal Sold/Value	9.19 tons



ITEM NO. 20-90  
**BOARD OF MAYOR AND ALDERMEN (BMA)  
MINUTES FOR  
SEPTEMBER 14, 2020**

The Board of Mayor and Aldermen of the City of Tullahoma, Coffee and Franklin Counties, Tennessee assembled at the Municipal Building, in Tullahoma, for a meeting on Monday, September 14, 2020 at 5:30 p.m. with Mayor Ray Knowis presiding and the following named members of the Board of Mayor and Aldermen: Daniel Berry, Rupa Blackwell, Jimmy Blanks, Robin Dunn and Jerry Mathis. There were six (6) Board Members present.

Jennifer Moody, City Administrator; Stephen M. Worsham, City Attorney and Rosemary Golden, City Recorder; were also present at the meeting.

The Presentation of Colors was performed by the Tullahoma Fire Department.

The invocation was said by Rev. Shebbie Shields and she led us in the pledge of allegiance to the flag.

**COMMENDATIONS AND CERTIFICATES:**

Mayor Ray Knowis recognized Ms. Jennifer Moody, City Administrator at the podium. Ms. Moody gave the background information regarding the employee (s) of the month program. Ms. Moody then recognized Investigator Johnny Gore with his certificate of recognition.

**PROCLAMATIONS, AWARDS AND SPECIAL PRESENTATION:**

Mayor Ray Knowis read a proclamation regarding Suicide Prevention. He then proclaimed September 2020 as Suicide Prevention Awareness Month in Tullahoma, TN.

Mayor Ray Knowis read a proclamation regarding Alzheimer's disease. He then proclaimed September 23-25, 2020 as "Purple out Tennessee". Mayor Knowis presented this proclamation to Ms. Fran Gray, then Regional Coordinator of Alzheimer's Tennessee.

**COMMENTS FROM CITIZENS:**

Mayor Ray Knowis stated since he was elected as Mayor, he resigned his Alderman seat. This created a vacancy on the board; this vacant seat's term is set to expire in August 2021 (until the next election). The BMA shall have the power to fill the vacancy by majority vote. There were five (5) applicants that submitted their paperwork by the deadline of September 9, 2020. Mayor Knowis asked the applicants to attend tonight's meeting whereby they will be allowed five (5) minutes to speak about themselves.

All five (5) candidates spoke about themselves briefly; Mr. Bob Bates, 501 Marbury Road; Mr. Jackie Duncan, 507 South Washington Street; Ms. Sernobia McGee, 907 South Franklin Street; Ms. Jamie Moorehead, 320 Oakwood Road and Mr. Greg Sandlin, 106 Albemarle Drive.

#### **OTHER CITIZEN'S COMMENTS:**

Ms. Kelly Hovater, 501 Settlers Trace, spoke in favor of Ms. Jamie Moorehead. She said Ms. Moorehead would make an excellent choice for alderman.

#### **REPORTS FROM THE MEMBERS OF THE BOARD OF MAYOR AND ALDERMEN**

**ALDERMAN AMACHER** - Ms. Amacher wanted to encourage people to be good neighbors and have respect for their first amendment rights and to be able to support the candidate of their choice.

**ALDERMAN BERRY** - Mr. Berry stated he had attended the Fire Hall remembrance ceremony for September 11<sup>th</sup>. He congratulated Investigator Johnny Gore on being selected as the employee of the month.

**MAYOR PRO TEM BLANKS** - Dr. Blanks stated he had attended several meetings and events including: a Tullahoma Utility Authority meeting and a Duck River Utility Commission Meeting. He stated the Tullahoma Wildcat High School Football team has won all four of its games so far this season and we are currently ranked 3<sup>rd</sup> in the state for our division. Dr. Blanks said, "Shop Tullahoma".

**ALDERMAN DUNN** - Ms. Dunn said her family borrowed from the Hands-on-Science Center a microscope and they looked at a drop of pond water.

**ALDERMAN BLACKWELL** - Ms. Blackwell said she had attended several meetings and events including: a meeting with Dr. Stephens of the Tullahoma City School system; a Planning Commission special call meeting and a Domestic Violence task force meeting. Ms. Blackwell said the fund raising is "moving along" for the Jefferson Street Park project. She said the By-laws for the Diversity Council are being written.

**MAYOR KNOWIS** - Mayor Ray Knowis stated he had attended several meetings and events including: a Partnership for Healing meeting; the Coffee Pot Football game; a special call Planning Commission meeting; a Tullahoma Area Economic Development Corporation (Zoom) meeting; a South Jackson Civic Center meeting; an Arnold Community Council meeting; an Airport Authority meeting and the Fire Hall remembrance ceremony for September 11<sup>th</sup>.

**CITY ATTORNEY** - Mr. Stephen M. Worsham said he had no report.

**CITY ADMINISTRATOR** - Ms. Jennifer Moody said she attended a Chamber of Commerce meeting. She said there have been three recent applications for subdivisions to be built in Tullahoma. Ms. Moody said she is working on preparing a recommendation list on how to spend the \$450,000 grant from the governor, it should include a paving list, vehicle maintenance and capital improvements. She reminded the BMA that on September 28, 2020 at 4:00 Ms. Honna Rogers from MTAS will be giving a review of the Roberts Rules of Order.

**CONSENT AGENDA:**

**ITEM NO. 20-83- MINUTES OF AUGUST 24, 2020 REGULAR MEETING**

**ITEM NO. 20-84 - APPROVE BIDS AND AWARD CONTRACT TO H.L. JOHNSON MULCH COMPANY IN AN AMOUNT NOT TO EXCEED \$43,000.00 FOR ANNUAL BRUSH GRINDING AND DEBRIS REMOVAL SERVICES**

**ITEM NO. 20-85 - APPROVE THE PURCHASE IN AN AMOUNT TOTALING \$88,299.61 FROM PATTERSON POPE FOR FURNISHINGS, INCLUDING A FORENSIC EVIDENCE DRYING CABINET, FUME HOOD, EVIDENCE LOCKERS AND HIGH-DENSITY SHELVING, FOR THE NEW TULLAHOMA POLICE DEPARTMENT**

**ITEM NO. 20-86 - ANNOUNCE TWO VACANCIES ON THE BOARD OF THE TULLAHOMA AREA ECONOMIC DEVELOPMENT CORPORATION (TAEDC)**

**ITEM NO. 20-87 - ANNOUNCE TWO VACANCIES ON THE CITY OF TULLAHOMA TREE BOARD**

**ITEM NO. 20-88 - ACCEPT THE DONATION OF A SCOREBOARD VALUED AT APPROXIMATELY \$4,000 FROM FRANK MULLINS FOOTBALL LEAGUE FOR THE TULLAHOMA PARKS AND RECREATION DEPARTMENT**

Mayor Knowis read the captions for the items on the Consent Agenda.

A motion was made by Alderman Blackwell and seconded by Alderman Blanks to approve the items listed on the consent agenda, except to remove Agenda Item No. 20-84 from the consent agenda and put it under New Business.

On roll call all members present voted aye and it was so ordered.

**OLD BUSINESS: - NONE -**

**NEW BUSINESS:**

**ITEM NO. 20-89 – CONSIDER NOMINATIONS AND APPOINT AN APPLICANT TO FILL THE VACANCY ON THE TULLAHOMA BOARD OF MAYOR AND ALDERMEN FOR THE REMAINDER OF THE UNEXPIRED TERM, ENDING UPON THE ELECTION OF A QUALIFIED SUCCESSOR IN THE AUGUST 2021 ELECTION.**

Mayor Ray Knowis read the caption of this Agenda Item, he gave the background information and then he opened the floor for nominations (they do not have to be seconded). He stated, however the results must be by a majority vote in order to fill the Alderman position.

Mayor Pro-Tem Blanks nominated Jackie Duncan.  
Alderman Berry nominated Sernobia McGee.  
Alderman Amacher nominated Greg Sandlin.  
Alderman Dunn nominated Jamie Morehead.

On roll call all members present voted as follows:

Jackie Duncan: Blanks, Knowis  
Sernobia McGee: Berry  
Jamie Morehead: Blackwell, Dunn  
Greg Sandlin: Amacher

There was not a majority vote, so another vote needed to be called.

Round Two (2):

On roll call all members present voted as follows:

Jackie Duncan: Blanks, Knowis  
Sernobia McGee: Berry  
Jamie Morehead: Blackwell, Dunn  
Greg Sandlin: Amacher

There was not a majority vote, so another vote needed to be called.

Round Three (3):

On roll call all members present voted as follows:

Jackie Duncan:	Blanks, Knowis
Sernobia McGee:	Berry
Jamie Morehead:	Blackwell, Dunn
Greg Sandlin:	Amacher

There was not a majority vote, so another vote needed to be called.

Round Four (4):

A discussion ensued.

On roll call all members present voted as follows:

Jackie Duncan:	Blanks, Knowis
Sernobia McGee:	Berry
Jamie Morehead:	Blackwell, Dunn
Greg Sandlin:	Amacher

There was not a majority vote, so another vote needed to be called.

A discussion ensued.

Mr. Greg Sandlin asked for his name to be withdrawn from the nomination.

Round Five (5):

On roll call all members present voted as follows:

Jackie Duncan:	Blanks, Knowis
Sernobia McGee:	Amacher, Berry
Jamie Morehead:	Blackwell, Dunn

There was not a majority vote, so another vote needed to be called.

Round Six (6):

On roll call all members present voted as follows:

Jackie Duncan:	Blanks, Knowis
Sernobia McGee:	Amacher, Berry
Jamie Morehead:	Blackwell, Dunn

There was not a majority vote, so another vote needed to be called.

A discussion ensued.

A motion was made by Alderman Amacher to postpone Agenda Item No. 20-89 and to set a special call meeting for this item only, the motion failed to get a seconded, so the motion died.

A motion was made by Alderman Blackwell and seconded by Alderman Dunn to move Agenda Item NO. 20-89 to the end of this meeting to allow for other business to be conducted first.

On roll call all members present voted aye and it was so ordered.

**RESOLUTION NO. 1850 – A RESOLUTION BY THE BOARD OF MAYOR AND ALDERMAN TO APPROVE AN URBAN DEVELOPMENT ACTION GRANT (UDAG) LOAN FOR HARTON FAMILY PARTNERS IN THE AMOUNT OF \$200,000 TO SUPPORT AN EXPANDING BUSINESS IN THE CITY OF TULLAHOMA**

Mayor Knowis read the caption for Resolution No. 1850 and he gave the background information by reading the information found on page 73 of the agenda.

A motion was made by Alderman Berry and seconded by Alderman Blackwell to approve Resolution No. 1850.

A discussion ensued.

Ms. Susan Wilson, Finance Director, gave some more background information.

On roll call all members present voted aye and it was so ordered.

**RESOLUTION NO. 1851 – A RESOLUTION TO AMEND THE CITY OF TULLAHOMA FY 2021 GENERAL PURPOSE SCHOOL BUDGET AS NEEDED TO ADJUST FOR REDUCED STATE BEP FUNDING FOR TEACHER SALARY ADJUSTMENTS AND TO ADD TWO NEW NURSING POSITIONS AND A DEPUTY DIRECTOR POSITION.**

Mayor Knowis read the caption for Resolution No. 1851.

A motion was made by Alderman Blackwell and seconded by Alderman Blanks to approve Resolution No. 1851.

A discussion ensued.

On roll call all members present voted aye and it was so ordered.

**ORDINANCE NO. 1544 – AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF TULLAHOMA, TENNESSEE, AS SET FORTH IN MUNICIPAL CODE, WHICH IS ORDINANCE NO. 1392, TO RE-ZONE THREE PARCELS OF APPROXIMATELY 0.6 COMBINED ACRES ADDRESSED AS 713, 715, AND 717 EAST LINCOLN STREET (COFFEE COUNTY TAX MAP 124K, GROUP F, PARCELS 019.00, 020.00, AND 020.01) FROM C-2 GENERAL COMMERCIAL DISTRICT TO R-3 HIGH-DENSITY RESIDENTIAL DISTRICT,** for passage on the first of two readings and set a public hearing for Monday, September 28<sup>th</sup> at 5:30 pm.

Mayor Knowis read the caption for Ordinance No. 1544 and he gave the background information; he stated at the Planning Commission meeting on August 17, 2020 they voted unanimously to send a favorable recommendation to the BMA.

A motion was made by Alderman Blackwell and seconded by Alderman Berry to approve Ordinance No. 1544 on the first of two readings and set a public hearing for Monday, September 28, 2020 at 5:30pm.

On roll call all members present voted aye and it was so ordered.

**ITEM NO. 20-84 – APPROVE BIDS AND AWARD CONTRACT TO H.L. JOHNSON MULCH COMPANY IN AN AMOUNT NOT TO EXCEED \$43,000.00 FOR ANNUAL BRUSH GRINDING AND DEBRIS REMOVAL SERVICES**

Mayor Knowis read the caption for Agenda Item No. 20-84 and he stated this item was pulled off the consent agenda so questions could be asked and discussed.

A discussion ensued.

A motion was made by Alderman Blackwell and seconded by Alderman Dunn to approve Agenda Item No. 20-84 and award the bid and contract to the H.L. Johnson Mulch Company.

On roll call all members present voted aye and it was so ordered.

A motion was made by Alderman Dunn and seconded by Alderman Berry to recess this meeting and to go temporarily to the Beer Board meeting since there was a beer permit applicant waiting patiently in the audience.

On roll call all members present voted aye and it was so ordered.

**Agenda Item No. 20-89 was brought back for discussion.**

**ITEM NO. 20-89 – CONSIDER NOMINATIONS AND APPOINT AN APPLICANT TO FILL THE VACANCY ON THE TULLAHOMA BOARD OF MAYOR AND ALDERMEN FOR THE REMAINDER OF THE UNEXPIRED TERM, ENDING UPON THE ELECTION OF A QUALIFIED SUCCESSOR IN THE AUGUST 2021 ELECTION.**

A discussion ensued.

Previously (earlier in the evening) there was not a majority vote, so another vote needed to be called.

Round Seven (7):

On roll call all members present voted as follows:

Jackie Duncan:	Knowis
Sernobia McGee:	Amacher, Berry, Blanks
Jamie Morehead:	Blackwell, Dunn

There was not a majority vote, so another vote needed to be called.

Round Eight (8):

On roll call all members present voted as follows:

Jackie Duncan:	
Sernobia McGee:	Amacher, Berry, Blanks, Dunn, Knowis
Jamie Morehead:	Blackwell

The votes being zero (0) for Duncan, five (5) for McGee and one (1) for Morehead; Ms. Sernobia McGee is the newly appointed Alderman for the City of Tullahoma. Her duties will start at the next BMA meeting whereas she will be sworn into office. This alderman term will expire at the next election in August 2021.

There being no further business to come before the Board of Mayor and Aldermen at this time, the Board Meeting adjourned at 7:36pm.

**CITY RECORDER**

**MAYOR**

C:\Users\CityRecorder\Documents\Minutes by Rosie\Board Meeting 09 14 2020.docx  
F:\Minutes by Rosie\Board Meeting 09 14 2020.docx

## AGENDA ITEM NO. 20-91

**DATE:** September 28, 2020

**TO:** Board of Mayor and Aldermen

**FROM:** Susan Wilson, Finance Director

**SUBJECT:** FY2020 Year End Draft Financial Summary - General Fund

### **BACKGROUND:**

Preliminary financial results for the year ending June 30, 2020, for general operations are now available. Highlights for the revenues and expense categories and preliminary budget results are summarized below:

#### ***Revenue Highlights:***

- Property taxes collections grew by \$188,000, reflecting a 1.7% increase in the base.
- FY20 sales tax situs revenue increased by 5.5% despite the uncertainty and mixed economic impacts of Covid-19 during the last quarter of the year. Actual sales tax remitted for city and school budget purposes reflected a gain of 6.7% from FY19 as county collections were also up.
- Motel tax through March was up 14% from FY20, but declined sharply during the last quarter, ending year with a 3.7% decline from a strong FY19.
- Hall Income Tax increased over FY19 by \$53,444 or 33% despite the state's phase-out program.
- In the fees and fines category, pool receipts, center passes and court fines all came in under budget, largely due to the restrictions created by the pandemic.

#### ***Expense Highlights:***

- Overall operating insurances remained essentially flat (increase of \$4,541) due to an \$11,000 decrease in liability coverage offsetting the small increase in workman's compensation premiums. Administrative choices in the City's self-funded health care plan and limited claims charges also kept the health insurance expense flat. Continued emphasis on health and wellness by Human Resources and Recreation prove beneficial not only for productivity, but also have a positive budget impact.
- Savings were realized in many areas through the temporary hiring freeze implemented in the spring. Additionally, some of the City's recreational facilities were closed and programs deferred through the end of FY20.
- Budget savings were also realized in the debt service area both through low market interest rates on the City and School's variable debt and through refinancing of fixed rate debt which will have a larger impact in FY21.

Conservative decisions on the part of the Board of Mayor and Aldermen and Staff resulted in preliminary expenses of \$28,411,494 offset by revenues of \$28,777,749 which generated \$366,255 towards the City's reserves. Although some areas of collections were negatively impacted by the effects of Covide-19, Tullahoma's overall economy as reflected by our sales tax, remained strong. The budget results also reflect the teamwork and leadership of our department heads, who remained committed to maintaining the quality of services, through a very trying and challenging time.

A detailed General Fund report was provided for review prior to the meeting and is also available in the Finance Office.

**ALTERNATIVES: N/A**

**CITY OF TULLAHOMA - GENERAL FUND**

**June 30, 2020 Preliminary**

	<b>FY19-20</b>	<b>FY19-20</b>	<b>FY19-20</b>	
<b>REVENUES</b>	<b>Budgeted</b>	<b>Amended</b>	<b>YTD</b>	<b>% YTD</b>
	<b>Revenues</b>	<b>Revenues</b>	<b>Revenues</b>	<b>June = 100%</b>
LOCAL TAXES	24,129,452	24,734,452	24,865,957	100.53%
LICENSES & PERMITS	144,945	154,945	171,042	110.39%
INTERGOVERNMENTAL	3,033,476	3,122,226	3,125,153	100.09%
FEES, COMMISSIONS & FINES	772,400	474,400	400,031	84.32%
OTHER REVENUE	275,505	260,847	215,566	82.64%
<b>TOTAL OPERATING REVENUES:</b>	<b>28,355,778</b>	<b>28,746,870</b>	<b>28,777,749</b>	<b>100.11%</b>
USE OF RESERVES	465,000	465,000	-	
<b>TOTAL REVENUES &amp; RESERVES:</b>	<b>28,820,778</b>	<b>29,211,870</b>	<b>28,777,749</b>	<b>98.51%</b>
	<b>FY19-20</b>	<b>FY19-20</b>	<b>FY19-20</b>	
<b>OPERATING EXPENDITURES</b>	<b>Budgeted</b>	<b>Amended</b>	<b>YTD</b>	<b>% YTD</b>
	<b>Expense</b>	<b>Expense</b>	<b>Expense</b>	<b>June = 100%</b>
ADMINISTRATION	2,361,062	2,278,941	2,154,499	94.54%
POLICE	3,496,730	3,250,788	3,069,797	94.43%
FIRE	2,818,893	2,850,786	2,820,108	98.92%
PUBLIC WORKS	2,804,383	2,772,065	2,523,377	91.03%
RECREATION & MAINT.	2,136,131	2,076,466	1,936,161	93.24%
<b>TOTAL OPERATING EXPENDITURES</b>	<b>13,617,199</b>	<b>13,229,046</b>	<b>12,503,942</b>	<b>94.52%</b>
<b>OTHER EXPENDITURES-CITY</b>				
DEBT SERVICE	1,167,913	952,913	926,587	97.24%
CONTINGENCY	50,000	21,844	0	0.00%
TRANSFER TO SOLID WASTE	1,574,712	1,656,206	1,656,206	100.00%
TRANSFER TO CAPITAL PROJECTS	315,000	680,901	680,901	100.00%
TRANSFER TO TUB - HYDRANT RENTAL	149,732	154,732	150,285	97.13%
TRANSFER TO TIDB- SUBSTATION PYMT	60,000	60,000	60,000	100.00%
	<b>3,317,357</b>	<b>3,526,596</b>	<b>3,473,979</b>	<b>98.51%</b>
<b>TULLAHOMA CITY SCHOOLS</b>				
EDUCATION-APPROPRIATION	4,738,867	4,738,867	4,738,867	100.00%
EDUCATION-SALES TAX-1st HALF	4,200,701	4,588,143	4,588,143	100.00%
EDUCATION-SINKING FUND	2,163,365	2,326,277	2,326,277	100.00%
STATE LIQUOR TAX ALLOCATION	56,180	66,180	55,262	83.50%
EDUCATION-SOLID WASTE SERVICES	100,000	100,000	99,911	99.91%
<b>TOTAL OTHER EXPENDITURES</b>	<b>11,259,113</b>	<b>11,819,467</b>	<b>11,808,460</b>	<b>99.91%</b>
<b>BOARDS AND AGENCIES</b>				
AIRPORT AUTHORITY	160,410	142,910	142,910	100.00%
TAEDC	258,477	280,477	277,116	98.80%
TN BACKROADS HERITAGE	5,410	5,687	5,687	100.00%
CHAMBER OF COMMERCE	32,455	34,120	34,120	100.00%
CITY BEAUTIFICATION	14,636	17,636	14,829	84.08%
KEEP COFFEE COUNTY BEAUTIFUL	4,058	1,001	1,001	100.00%
CIVIL AIR PATROL	800	800	800	100.00%
COMMUNITY PLAYHOUSE	1,000	419	419	100.05%
HEALTH DEPT.	14,129	14,129	12,812	90.68%
LANNOM LIBRARY	15,000	15,000	15,000	100.00%
SENIOR CITIZENS CTR	30,876	32,876	32,215	97.99%
HANDS ON SCIENCE CTR	8,114	8,530	8,530	100.00%
OLD RED CROSS BLDG	2,000	4,000	3,719	92.98%
HISTORIC PRESERVATION	1,354	1,422	1,422	100.00%
SKILLS DEVELOPMENT SERVICES	2,267	2,267	2,267	100.00%
SOUTH CENTRAL HUMAN RESOUORCES	2,798	2,798	2,798	100.00%
SO. JACKSON CIVIC CENTER	27,864	27,196	26,188	96.29%
TN REHABILITATION CTR	5,333	5,333	5,333	100.00%
TRINITY CARE CENTER	800	800	800	100.00%
TULLAHOMA DAY CARE	6,400	6,400	6,400	100.00%
TULLAHOMA ARTS CENTER	16,228	17,060	15,747	92.30%
TULL. SPORT COUNCIL-APPROPRIATION	15,000	15,000	15,000	100.00%
TULLAHOMA YOUTH DEVELOPMENT	500	500	0	0.00%
YOUTH ACTIVITIES/DRUG TASK FCE	1,200	400	0	0.00%
<b>TOTAL BOARDS AND AGENCIES</b>	<b>627,109</b>	<b>636,761</b>	<b>625,113</b>	<b>98.17%</b>
<b>TOTAL EXPENDITURES</b>	<b>28,820,778</b>	<b>29,211,870</b>	<b>28,411,494</b>	<b>97.26%</b>
<b>TOTAL OPERATING REVENUES</b>	<b>28,355,778</b>	<b>28,746,870</b>	<b>28,777,749</b>	
<b>RESERVES UTILIZED</b>	<b>465,000</b>	<b>465,000</b>	<b>-366,255</b>	

**AGENDA ITEM NO. 20-92**

**DATE:** September 28, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Sergeant Rana Pawlowski, Police Department  
**SUBJECT:** Tennessee Highway Safety Grant

**BACKGROUND**

The Tullahoma Police Department requests approval to apply for a grant in the amount of \$15,000 from the Tennessee Highway Safety Grant program. This grant would support the purchase of thirty (30) rechargeable flashlights with ac and dc adapters for the certified officers and provide funding for overtime related to traffic enforcement in 2021. Grant awards are announced in October 2019. The grant is 100% reimbursement grant, with no local cash match required.

\$ 7,500.00 for equipment flashlights and chargers  
\$ 7,500.00 for salaries & benefits  
\$15,000.00 total grant request

**RECOMMENDATION**

The Board is recommended to approve and authorize the Mayor to sign the grant application and related documents.

**FISCAL IMPACT**

No fiscal impact at this time and no local match required.

**ATTACHMENTS**

Grant Budget

**GRANT BUDGET**

Agency Name: Tullahoma Police Department

Project Title: Community-Based Traffic Safety Enforcement and Education

The grant budget line-item amounts below shall be applicable only to expense incurred during the following

Applicable Period: BEGIN: 10/01/2020 END: 09/30/2021

POLICY 03 Object Line-item Referenc	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1 & 2	Salaries, Benefits & Taxes	\$7,500.00	\$0.00	\$7,500.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	\$7,500.00	\$0.00	\$7,500.00
11, 12	Travel, Conferences & Meetings	\$0.00	\$0.00	\$0.00
13	Interest <sup>2</sup>	\$0.00	\$0.00	\$0.00
14	Insurance	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals	\$0.00	\$0.00	\$0.00
17	Depreciation <sup>2</sup>	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel <sup>2</sup>	\$0.00	\$0.00	\$0.00
20	Capital Purchase <sup>2</sup>	\$0.00	\$0.00	\$0.00
22	Indirect Cost	\$0.00	\$0.00	\$0.00
24	In-Kind Expense	\$0.00	\$0.00	\$0.00
25	<b>GRAND TOTAL</b>	<b>\$15,000.00</b>	<b>\$0.00</b>	<b>\$15,000.00</b>

- <sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*. (posted on the Internet at: <http://www.state.tn.us/finance/act/documents/policy3.pdf>).
- <sup>2</sup> Applicable detail follows this page if line-item is funded.

**AGENDA ITEM NO. 20-93**

**DATE:** September 28, 2020  
**TO:** Board of Mayor and Aldermen  
**FROM:** Robert Taylor, Public Works Director  
**SUBJECT:** Ratify TDOT's Maintenance Agreement with Tinsley Asphalt for State Paving of Local Roads

**BACKGROUND:**

Tennessee Department of Transportation agreed to provide \$115,000 in paving on portions of state route 130 and state route 55 through the city's annual maintenance contract. To participate, the state requires that the paving be completed by the vendor currently holding the state-wide contract. Attached is a copy of the State of Tennessee's multi-year contract issued to Tinsley Asphalt, LLC. Tinsley Asphalt will accomplish the paving as directed by TDOT, with the State then paying the City 100% of the project cost through the maintenance contract. The City will then pay Tinsley Asphalt, LLC when invoiced for the finished project.

TDOT contracts with the City annually for a certain amount of maintenance on state routes at state determined rates. Normally this includes street sweeping and mowing. However, this year, we were fortunate to also obtain a significant amount of paving.

**RECOMMENDATION:**

The Board of Mayor and Aldermen is recommended to ratify approval of the state contracted vendor, Tinsley Asphalt, LLC for maintenance paving.

**FISCAL IMPACT:**

Maintenance paving costs are 100% reimbursed by TDOT.

**ATTACHMENTS**

State Contract – Tinsley Asphalt, LLC.



STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES  
CENTRAL PROCUREMENT OFFICE

Statewide Multi-Year Contract Issued to:

Tinsley Asphalt Llc  
PO Box 1955  
Tullahoma, TN 37388

Vendor ID: 0000001276

Contract Number: 0000000000000000000053699

Title: SWC 503, Summer Road Maintenance

Start Date: April 01, 2017

End Date: March 31, 2021

One, one-year renewal option remains

Is this contract available to local government agencies in addition to State agencies?: Yes

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a. all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b. Tennessee local governmental agencies;
- c. members of the University of Tennessee or Tennessee Board of Regents systems;
- d. any private nonprofit institution of higher education chartered in Tennessee; and,
- e. any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

**Contract Contact Information:**

State of Tennessee  
Department of General Services, Central Procurement Office  
Contract Administrator: Parker Birt  
3rd Floor, William R Snodgrass, Tennessee Tower  
312 Rosa L. Parks Avenue  
Nashville, TN 37243-1102  
Phone: 615-291-5948  
Fax: 615-741-0684  
Email: Parker.Birt@tn.gov

Line Information

**Line 2**

Item ID: 1000176683  
*Asphaltic Concrete, PG 76-22 Thin Lift D Mix Region 2 - Picked Up At Plant*  
Unit of Measure: NS  
Vendor Item/Part #: SWC504-1520  
Manufacturer Item #:  
Unit Price: \$ 84

**Line 3**

Item ID: 1000176682  
*Asphaltic Concrete, PG 76-22 Thin Lift D Mix Region 2 - In-Place*  
Unit of Measure: NS  
Vendor Item/Part #: SWC504-1521  
Manufacturer Item #:  
Unit Price: \$ 92

**Line 4**

Item ID: 1000176677  
*Asphaltic Concrete, PG 70-22 Thin Lift D Mix Region 2 - Picked Up At Plant*  
Unit of Measure: NS  
Vendor Item/Part #: SWC504-1522  
Manufacturer Item #:  
Unit Price: \$ 80

**Line 5**

Item ID: 1000176676  
*Asphaltic Concrete, PG 70-22 Thin Lift D Mix Region 2 - In-Place*  
Unit of Measure: NS  
Vendor Item/Part #: SWC504-1523  
Manufacturer Item #:  
Unit Price: \$ 88

**Line 6**

Item ID: 1000176672  
*Asphaltic Concrete, PG 64-22 Thin Lift D Mix Region 2 - Picked Up At Plant*  
Unit of Measure: NS  
Vendor Item/Part #: SWC504-1524  
Manufacturer Item #:  
Unit Price: \$ 73

**Line 28**

Item ID: 1000176573

*Asphaltic Concrete, After Normal Business Hours - Region 2 - Picked Up At Plant*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1546

Manufacturer Item #:

Unit Price: \$ 20

**Line 29**

Item ID: 1000176638

*Asphaltic Concrete, D Grade PG 64-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1547

Manufacturer Item #:

Unit Price: \$ 81

**Line 30**

Item ID: 1000176644

*Asphaltic Concrete, D Grade PG 70-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1548

Manufacturer Item #:

Unit Price: \$ 88

**Line 31**

Item ID: 1000176650

*Asphaltic Concrete, D Grade with Polymer Modifiers PG 76-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1549

Manufacturer Item #:

Unit Price: \$ 92

**Line 32**

Item ID: 1000176656

*Asphaltic Concrete, E Grade PG 64-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1550

Manufacturer Item #:

Unit Price: \$ 71

**Line 33**

Item ID: 1000176661

*Asphaltic Concrete, E Grade PG 70-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1551

Manufacturer Item #:

Unit Price: \$ 76

**Line 34**

Item ID: 1000176667

*Asphaltic Concrete, E Grade with Polymer Modifiers PG 76-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1552

Manufacturer Item #:

Unit Price: \$ 79

**Line 35**

Item ID: 1000176557

*Asphaltic Concrete, A Grade Bituminous Plant Mix, Base Course, PG 64-22 - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1553

Manufacturer Item #:

Unit Price: \$ 63.5

**Line 51**

Item ID: 1000176829

*DISCONTINUE-use 1000177475- Pavement Marking (Water Based Paint) - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: OLD\_SWC504-1569

Manufacturer Item #:

Unit Price: \$ 1680

**Line 52**

Item ID: 1000176826

*DISCONTINUE-use 1000177477- Pavement Marking (Highway Thermo-Plastic Specialty Pavement Marking) - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: OLD\_SWC504-1570

Manufacturer Item #:

Unit Price: \$ 4.75

**Line 53**

Item ID: 1000176838

*DISCONTINUE-use 1000177479- Spray Thermal Pavement Marking, 40 Mil Thick, 4 Inch Wide which includes all Labor, Equipment and Pavement Marking - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: OLD\_SWC504-1571

Manufacturer Item #:

Unit Price: \$ 3360

**Line 54**

Item ID: 1000176835

*Shuttle Buggy with Operator. Vendor to supply shuttle buggy with operator in front of paver at agency's request allowing continuous operation on required sites - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1572

Manufacturer Item #:

Unit Price: \$ 5

**Line 55**

Item ID: 1000176728

*DISCONTINUE-use 1000177483- Haul Charges, One Way, (Applies to In-Place Lines 22-48) 1st Mile from Plant to Work Location - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: OLD\_SWC504-1573

Manufacturer Item #:

Unit Price: \$ 2.5

**Line 56**

Item ID: 1000176731

*DISCONTINUE-use 1000177485- Haul Charges, One Way, (Applies to In-Place Lines 22-48) for Each Additional Mile After 1st Mile from Plant to Work Location - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: OLD\_SWC504-1574

Manufacturer Item #:

Unit Price: \$ 0.25

**Line 57**

Item ID: 1000176811

*Non-Highway Paving (Parking Lots, Driveways, etc), Price to Place Asphalt to include Costs for Equipment such as Skid Steer Loader and/or Hand Labor needed for Non-Highway Work - Region 2 - In-Place*

Unit of Measure: NS

Vendor Item/Part #: SWC504-1575

Manufacturer Item #:

Unit Price: \$ 13.5

**Line 64**

Item ID: 1000176686  
*Cold Planing Bituminous Pavement - Region 2 - In-Place*  
Unit of Measure: CY  
Vendor Item/Part #: SWC504-1582  
Manufacturer Item #:  
Unit Price: \$ 49.5

**Line 65**

Item ID: 1000176689  
*Cold Planing Mobility - Region 2 - In-Place*  
Unit of Measure: DH  
Vendor Item/Part #: SWC504-1583  
Manufacturer Item #:  
Unit Price: \$ 2500

**Line 66**

Item ID: 1000177473  
*Enhanced Thermoplastic Pavement Marking - Region 2 - In-Place*  
Unit of Measure: 02  
Vendor Item/Part #: SWC503-1568\_R  
Manufacturer Item #:  
Unit Price: \$ 7140

**Line 67**

Item ID: 1000177475  
*Pavement Marking (Water Based Paint) - Region 2 - In-Place*  
Unit of Measure: 02  
Vendor Item/Part #: SWC503-1569\_R  
Manufacturer Item #:  
Unit Price: \$ 1680

**Line 68**

Item ID: 1000177477  
*Pavement Marking (Highway Thermo-Plastic Specialty Pavement Marking) - Region 2 - In-Place*  
Unit of Measure: SF  
Vendor Item/Part #: SWC503-1570\_R  
Manufacturer Item #:  
Unit Price: \$ 4.75

**Line 69**

Item ID: 1000177479  
*Spray Thermal Pavement Marking, 40 Mil Thick, 4 Inch Wide which includes all Labor, Equipment and Pavement Marking - Region 2 - In-Place*  
Unit of Measure: 02  
Vendor Item/Part #: SWC503-1571\_R  
Manufacturer Item #:  
Unit Price: \$ 3360

**Line 70**

Item ID: 1000177483  
*Haul Charges, One Way, (Applies to In-Place Lines 22-48) 1st Mile from Plant to Work Location - Region 2 - In-Place*  
Unit of Measure: DH  
Vendor Item/Part #: SWC503-1573\_R  
Manufacturer Item #:  
Unit Price: \$ 2.5

Line 77

Item ID: 1000177495

*Non-Highway Paving (Parking Lots, Driveways, etc), Thermo-Plastic Specialty Pavement Marking. Price for All Specialty Pavement Marking - Region 2 - In-Place*

Unit of Measure: SF

Vendor Item/Part #: SWC503-1580\_R

Manufacturer Item #:

Unit Price: \$ 4.25

APPROVED: \_\_\_\_\_

Digitally signed by Mike Perry  
DN: cn=Mike Perry, ou=Chief Procurement Officer,  
ou=Department of General Services,  
email=Mike.Perry@state.nj.gov, c=US  
Date: 2019.11.15 09:22:09 -0500

CHIEF PROCUREMENT OFFICER

BY: \_\_\_\_\_

Parker Birt

Digitally signed by Parker Birt  
DN: cn=Parker Birt, ou=General Services,  
ou=City of Montclair, email=Parker.Birt@montclairnj.gov, c=US  
Date: 2019.11.15 10:14:00 -0500

PURCHASING AGENT

DATE

**AGENDA ITEM NO. 20-94**

**DATE:** September 28, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Jennifer Moody, City Administrator  
**SUBJECT:** Reappointment on the Board of Tullahoma Housing Authority (THA)

**BACKGROUND**

The Tullahoma Housing Authority (THA) is an independent corporation from the City organized exclusively for the purposes of providing decent, safe and sanitary housing for low-income families of Tullahoma and Coffee County, while encouraging economic self-sufficiency among their residents through programs and services.

Mr. Milan Hill Jr. currently serves as chairman of the board and is eligible for reappointment for a second term when his current term expires on October 31, 2020. Please see the attached letter of support from Executive Director Jim Rock for his reappointment.

This position is a Mayoral appointment. Upon reappointment, he will serve for a five-year term, ending on October 31, 2025.

**RECOMMENDATION**

The Board is recommended to accept the Mayor's reappointment of Mr. Milan Hill Jr. to the Board of the Tullahoma Housing Authority for a term ending on October 31, 2025.

**ATTACHMENTS**

Letter of Recommendation

## Jennifer Moody

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**From:** JIM ROCK <jrock37388@yahoo.com>  
**Sent:** Wednesday, September 16, 2020 9:49 AM  
**To:** Jennifer Moody  
**Subject:** Commissioner Appointment

Ms. Moody,

Milan Hill Jr., our present chairman wishes to remain on our board for a second term. If you could please have the Board of Mayor and Alderman appoint him at the next meeting, that would be appreciated. He is eligible for one more term before he has to go off the board.

His present term expires in October. If you should have any questions, please call me at 455-9319, ext 225.

Thank you,  
Jim Rock

**AGENDA ITEM NO. 20-95**

**DATE:** September 28, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Jennifer Moody, City Administrator  
**SUBJECT:** Reappointments to the Board of Tullahoma Area Economic and Development Corporation (TAEDC)

**BACKGROUND**

The Tullahoma Area Economic Development Corporation (TAEDC) is an independent corporation from the City organized exclusively for the purposes of promoting economic development of the City of Tullahoma, Tennessee and its environs with an emphasis on the retail, medical, technical and service industries, and aerospace and aviation economic sectors.

Mr. David Bond and Mr. Eugene London's terms on the TAEDC Board have expired effective July 26, 2020. Both are eligible for reappointment. Please see the attached letter of support from Executive Director Thom Robinson for their reappointments for each to continue to serve an additional term.

This position is a Board appointment. The appointed person will serve for a six-year term, ending on July 26, 2026. Upon review of the corporate by-laws, there are no term limits for appointments to the TAEDC Board.

**RECOMMENDATION**

The Board is recommended to reappoint Mr. David Bond and Mr. Eugene London to the TAEDC Board for terms ending on July 26, 2026.

**ATTACHMENTS**

Letter of Recommendation

## Jennifer Moody

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**From:** C. Thomas Robinson <trobinson@tullahomatn.gov>  
**Sent:** Wednesday, September 2, 2020 4:24 PM  
**To:** Jennifer Moody  
**Cc:** Lynn Sebourn  
**Subject:** TAEDC Board Appointments Recommendation

RE. Appointments to Tullahoma Area Economic Development Corporation  
Date: September 2, 2020

Dear Ms. Moody:

Mr. David Bond and Mr. Eugene London's terms on the TAEDC Board of Directors expired on July 26, 2020. Both are eligible for re-appointment. Both Mr. Bond and Mr. London have agreed to serve if reappointed.

At the monthly TAEDC Board meeting held on September 1, this matter was discussed, and this action is respectfully recommended to the Board of Mayor and Aldermen for their consideration.

If reappointed, these terms would run until July 26, 2026.

***Thom Robinson***  
***TAEDC Assistant Secretary***

***C. Thomas Robinson, CEcD***  
***Executive Director***  
***Tullahoma Area Economic Development Corporation***  
***321 North Collins Street***  
***P.O. Box 807***  
***Tullahoma, TN 37388***  
***(931) 455-2282***  
***Email: [trobinson@tullahomatn.gov](mailto:trobinson@tullahomatn.gov)***

**ORDINANCE NO. 1544**

**DATE:** September 28, 2020

**TO:** Board of Mayor and Aldermen

**FROM:** Jennifer Moody, City Administrator

**SUBJECT:** Conduct the Second and Final Reading of Ordinance No. 1544, a Zoning Map Amendment to Re-Zone approximately 0.6 acres at 713, 715, and 717 East Lincoln Street from C-2 General Commercial District to R-3 High-Density Residential District (ZMA 237)

**Background Summary:**

The subject properties are contiguous, vacant parcels addressed as 713, 715, and 717 E. Lincoln Street, on the north side of the E. Lincoln Street (across from Damron’s Restaurant) and are mid-block properties between Birch Alley and N. College St. Each lot appears to be approximately 0.2 acres with between 50’-60’ of frontage on E. Lincoln St and 150’ in depth. At this size, each lot is equal to the minimum lot size of 7,500 square feet for the R-3 Residential District. General Commercial District (C-2) does not have a minimum lot size. All lots have access to an alley that runs along the rear of the property.

The applicant is requesting rezoning to support construction of a single-family residential dwelling on each lot with the driveway access being served off the alley. The construction style would be “shotgun-style” with the structure being narrow and running deep, following the shape of the lot. The applicant indicated that the proposed homes could be one- or two-stories in height.

The three parcels are approximately 0.6 acres in total and are currently undeveloped, vacant land. The property is presently zoned C-2 (General Commercial). The general character of this area is mixed-use with single-family residences and some multi-family mixed with general commercial uses. The land use plan indicates commercial district for all lots fronting E. Lincoln Street in this area, while the existing uses are primarily residential in character.

<b>Current property Information</b>	
<b>Land Use:</b>	Agricultural
<b>Site Features:</b>	Vacant
<b>Water &amp; Sewer</b>	Public water and sewer is available and required for R-3
<b>Flood Areas</b>	The site <u>is not</u> located in a special flood hazard area.
<b>Vehicle Access</b>	E. Lincoln Street (Urban Collector Street)

<b>Surrounding Zoning and Land Use:</b>		
	<b>Zoning:</b>	<b>Land Use:</b>
<b>North:</b>	Medium-density Residential (R-2)	Single-family and Two-family dwellings
<b>South:</b>	General Commercial (C-2)	Restaurant, Office, Automotive Service
<b>East:</b>	General Commercial (C-2)	Mixed-Uses with Single-family dwellings (Residential) and Grocery (Commercial)
<b>West:</b>	General Commercial (C-2) and High-density Residential (R-3)	Single-family dwellings

<b>Zoning District Summary (Existing/ Proposed):</b>		
	Existing Zoning: General Commercial (C-2)	Proposed Zoning: High-Density Residential (R-3)
<b>Zoning District Intent:</b>	The C-2 district is for personal and business services and general retail business. Regulations are designed to guide future change so as to discourage formation of future blighted commercial areas, to preserve the carrying capacity of the community's collector and arterial street system, and to provide for adequate off-street parking and loading.	The R-3 district is intended to promote and encourage the establishment and maintenance of a suitable environment for urban residence in areas appropriate by location and character for occupancy by high-density, multiple-family dwellings.
<b>Permissible Uses:</b>	<ol style="list-style-type: none"> <li>1. Any uses permitted in C-1 District</li> <li>2. Automotive sales</li> <li>3. Automotive motor fuel dispensing facilities</li> <li>4. Automotive self-service motor fuel dispensing facilities</li> <li>5. Contractors business offices</li> <li>6. Commercial printing and publishing</li> <li>7. Commercial schools</li> <li>8. Community Commercial centers</li> <li>9. Convenience Commercial centers</li> <li>10. Cultural Institutions</li> </ol>	<ol style="list-style-type: none"> <li>1. Single-family dwellings</li> <li>2. Two-family dwellings</li> <li>3. Multifamily dwellings</li> <li>4. Townhouses</li> <li>5. Boarding Houses</li> <li>6. Condominiums</li> <li>7. Congregate residences</li> <li>8. Accessory buildings</li> <li>9. Temporary buildings</li> </ol>

	Existing Zoning: General Commercial (C-2)	Proposed Zoning: High-Density Residential (R-3)
<b>Continued from previous page:</b>	11. Fast Food Restaurant	
	12. Fitness Centers	
	13. Group Care Facilities	
	14. Hospitals	
	15. Hotels and Motels	
	16. Indoor Recreation	
	17. Light Commercial	
	18. Minor Automotive Repair	
	19. Mortuary and Funeral Homes	
	20. Neighborhood Commercial centers	
<b>Permissible Uses:</b>	21. Outdoor Recreation 22. Rehabilitation Centers 23. Religious, Cultural and Fraternal Activities 24. Theaters	
<b>Uses permitted upon review</b>	1. Regional Commercial Centers 2. Schools (private and public)(primary and secondary)	1. Churches 2. K-12 Schools, and colleges, public and private 3. Parks, playgrounds & ball fields. 4. Country Clubs/ Golf Courses 5. Police & Fire Stations 6. Public & Governmental Services 7. Public Libraries 8. Public Parking Lots 9. Temporary Uses
<b>Water and Sewer Service:</b>	Public water & sewer are not required.	Public water and sewer are required.

<b>Zoning District Summary (Existing/ Proposed):</b>			
<b>Lot and/ or Density Requirements:</b>	<b>General Commercial (C-2)</b>	<b>Single-family dwelling in R-3:</b>	
	Minimum Lot Area: None	Minimum Lot Area: 7,500 sq. ft.	
	Minimum Lot Width: None	Minimum Lot Width: 50 ft.	
	Maximum Impervious Lot Coverage(%): 80	Maximum Impervious Lot Coverage (%): 25	<b>Two-family dwellings in R-3</b>
			Minimum Lot Area: 7,500 square feet per unit
			Minimum Lot Width: 125 feet
			Maximum Impervious Lot Coverage (%): 30
			<b>Multifamily dwellings in R-3</b>
			Minimum Lot Area: 3,000 square feet per unit
			Minimum Lot Width: 150 feet
		Maximum Impervious Lot Coverage (%): 35	
<b>Height Restrictions:</b>	Maximum Building Height: 35 ft.	Maximum Building Height: 50 ft.	
<b>Off-Street Parking Requirements:</b>	<b>Minimum Number of Parking Space:</b>	<b>Minimum Number of Parking Space:</b>	
	Varies based upon Use	<b>Single-family dwelling:</b> 2 per dwelling	
		<b>Two-family dwelling/ Townhome:</b> 2 per unit	
	<b>Multifamily dwelling:</b> 1.5 per unit		
<b>Setback Requirements:</b>	<b>Front Yard Setback:</b> 35 feet from the street right-of-way	<b>Single-family dwelling</b>	
		Front: 35 ft.	
	<b>Rear Yard Setback:</b> 10 feet from side lot lines	Side: 5 ft.	
		Rear: 25 ft.	
	<b>Side Yard Setback:</b> 10 feet from side lot lines	<b>Two-family dwelling/ Townhomes</b>	
		Front: 35 ft.	
		Side: 10 ft.	
		Rear: 25 ft.	
		<b>Multifamily dwelling</b>	
		Front: 50 ft.	
Side: 20 ft.			
	Rear: 35 ft.		

**Comprehensive Development Plan Consideration(s):**

The land use map indicates the preferable use of this property as General Commercial.

**Planning Consideration(s):**

The following general factors, planning concepts, and other facts should be considered in the review of this application:

1. In consideration of the appropriate zoning classification for these lots, it is notable that the size of the lots are below allowable lot sizes for consideration of re-zoning to low-density (R-1) and medium-density (R-2) residential districts. The lot sizes would meet minimum area requirements for the High-Density residential district (R-3); however, it is unlikely that anything other than single-family dwellings could meet the setback requirements without a revised plat to combine lots.
2. The Zoning Ordinance defines one mixed-use district, the Neighborhood Commercial District (C-3); however, the Comprehensive Plan and Land Use Map have not yet been updated to identify areas for this zoning district.
3. This is a small-scale amendment request totaling 0.6 acres in property. Each lot has approximately 50 feet of frontage along East Lincoln Street and is approximately 150' deep with an alley running along the rear property lines.
4. The subject property is located immediately across from commercial uses and immediately next to residential uses. The immediate area consists of a mixture of uses.
5. The parcel meets all lot (minimum size and width) standards for single-family development in the R-3 District.

**RECOMMENDATION**

The request was submitted to the Planning Commission on August 17, 2020, for its consideration, at which time the Planning Commission held a public hearing and then unanimously voted (5-0, with two members absent) to send a favorable recommendation to the Board of Mayor and Aldermen. Only the applicant spoke during the public hearing.

The Board is recommended to uphold the Planning Commission’s recommendation and approve the proposed residential zoning district based upon the following findings from staff:

1. The proposed amendment is small-scale and while it is inconsistent with the adopted land use plan, which designates the area for general commercial use, the request is consistent with the general character of the existing neighborhood and the current use of the contiguous parcels to the north, east, and west.
2. A need for more housing and infill residential developments has often been discussed by members of the Planning Commission.
3. High-density residential zoning is one parcel removed from the subject lots; specifically, it is one parcel removed to the west. The neighboring property currently zoned C-2 was not able to be directly reached to determine whether they would like to be considered for inclusion in the rezoning request. If that parcel were included, then the rezoning application would be consistent with the current land use map.

**ATTACHMENTS**

- Application
- Ordinance
- Exhibit “A” – Property Map



TULLAHOMA MUNICIPAL REGIONAL PLANNING COMMISSION

321 N. Collins Street, Tullahoma, Tennessee 37388  
OFFICE 931.455.2282 FAX 931.454.765

REZONING APPLICATION

\$300 Fee

Applicant's Name: J.A. Howard

Applicant's Mailing Address: 327 Waterford Drive Manchester State: TN Zip: 37355

Phone Number: 931-212-7973 Fax Number: Email: ahoward52@bellsouth.net

The applicant is responsible for notifying the Planning & Codes Department if any contact information has changed.

PLEASE COMPLETE THE FOLLOWING PROPERTY INFORMATION:

Property Owner (if different from Applicant)

Property Address: 13,715,717 Lincoln St City: State: Tennessee Zip:

Tax Map: 124K Group: F Parcel: 020.09 Size of Parcel: Approx 1/4 Deed Book: W 333 Page: 528

Present Zoning of Property: C3 Zoning Designation Requested: R-3 Present Use of Property: Vacant.

Do you wish to rezone the entire parcel?  YES  NO  
If No, how much of the property do you wish to rezone?

NOTE: If you wish to rezone less than the entire parcel, a legal description will be required along with this application. If the rezoning is approved, a subdivision plat will be required prior to being able to use the property under the new zone.

PLEASE COMPLETE THE FOLLOWING PROPOSED USE INFORMATION:

Explain in detail what you propose to do with this property and outline any long term plans for the property. Refer to the use of the zoning district for which you are requesting and explain how your project will fit within that district.

Residential Housing

I hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief.

Applicant's Signature

*I. A. Howard*

Applicant's Name (Printed)

I. A. Howard

Date

6/22/20

PLEASE INITIAL THE FOLLOWING POLICIES STATEMENTS TO INDICATE THAT YOU HAVE READ AND UNDERSTAND THEM:

Please note that this is the first step to completing your rezoning request. Under most circumstances, a professional engineered site plan will have to be submitted and reviewed by the Planning Commission before any building permits are issued. All buildings must comply with applicable building codes and the American Disabilities Act (ADA) for handicap accessibility. Please contact the Planning & Codes Department at 931-455-2282 with any questions about building permit application process, site inspections, fees, or requirements.

Applicants Initials

*I. A.*

Applicant Deferral/Withdrawal Policy: It is the policy of the Planning Commission that any requests to defer their consideration of a rezoning application be submitted to the Planning Director in writing prior to the scheduled public hearing. If an applicant requests deferral or withdrawal after processing has begun, fees are non-refundable. Applicants requesting a deferral will be charged the cost of preparing and mailing new notices of public hearing. Applicants may not defer an application for a period exceeding three (3) months from the original Planning Commission public hearing date of said application. Any application not considered before the three (3) month deferral timeframe will be required to submit a new application, along with any required fees, and will be subject to the regulations in effect at that time.

Applicants Initials

*I. A.*

Commission Deferment/ Denial Policy: When an applicant or their representative is not present at the regularly scheduled meeting of the Planning Commission (PC), the PC shall defer said application to their next scheduled meeting. If the applicant or their representative fails to be present at the next meeting, then the PC shall forward the zoning request on to the Board of Mayor and Aldermen with a recommendation for denial.

Applicants Initials

*I. A.*

The Board, its members, and employees, in the performance of its work, may enter upon any land within its jurisdiction and make examinations and surveys and place or remove public notices as required by the Zoning Ordinance.

Applicants Initials

*I. A.*

CHECKLIST

Before we can accept your rezoning application, please make sure you have all the items listed below:

- A completed application
- \$300 application fee.
- A copy of the deed to the property
- A Letter of Attorney-in-Fact if submitted by anyone other than the current land owner.

STAFF USE ONLY

Accepted by

*Angela Morales*

Application Number

897967

**ORDINANCE NO. 1544**

**AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF TULLAHOMA, TENNESSEE, AS SET FORTH IN THE TULLAHOMA MUNICIPAL CODE, WHICH IS ORDINANCE NO.1392, TO RE-ZONE THREE PARCELS ADDRESSED AS 713, 715, and 717 EAST LINCOLN STREET, IN TOTAL APPROXIMATELY 0.6 ACRES, (COFFEE COUNTY TAX MAP 124K, GROUP F, PARCELS 019.00, 020.00, and 020.01), FROM C-2 (GENERAL COMMERCIAL DISTRICT) TO R-3 (HIGH-DENSITY RESIDENTIAL).**

WHEREAS, a public hearing before this body was held on the 28th day of September, 2020 commencing at 5:30 p.m. and notice thereof published in the *Tullahoma News* on the 13th day of September, 2020 at which hearing members of the public were allowed to be present and to speak on the issues, and

WHEREAS, there being no substantial opposition to the re-zoning of subject property as is hereinafter set out and same being in the best interest of the safety, welfare, and ordinary growth of the City of Tullahoma and its residents;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF TULLAHOMA, TENNESSEE AS FOLLOWS:**

**SECTION 1.** The Zoning Map of the City of Tullahoma, Tennessee known be hereby amended by the rezoning of property at 713, 715, 717 East Lincoln Street (Coffee County Map 124K, Group F, Parcel 019.00, 020.00, and 020.01) from C-2, General Commercial District to R-3 High-Density Residential, said properties more particularly identified as on Exhibit "A" to this ordinance.

**SECTION 2.** That all Ordinances in conflict herewith and all provisions in the Code of Ordinances of the City of Tullahoma, in conflict herewith are hereby repealed in their entirety, to the extent of any conflicts.

**SECTION 3.** That if any section, subsection, paragraph, sentence, item or clause of this Ordinance shall for any reason be declared unconstitutional or invalid, such declaration shall not

affect any other portion of this Ordinance, it being the intent that the sections, subsections, paragraphs, sentences, items or clauses of this Ordinance shall be treated as severable.

**SECTION 4.** That this Ordinance shall take effect and be in full force and effect from and after its passage and from and after its caption being published one time in a newspaper of general circulation in Coffee County, Tennessee, the public welfare requiring it.

CITY OF TULLAHOMA

BY: \_\_\_\_\_  
Ray Knowis, Mayor

ATTEST:

\_\_\_\_\_  
Ms. Rosemary Golden, City Recorder

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Mr. Steve Worsham, City Attorney

PASSED ON FIRST READING: September 14, 2020

PASSED ON SECOND READING: \_\_\_\_\_

ORDINANCE NO. 1544  
Exhibit "A"



**AGENDA ITEM NO. 20-96**

**DATE:** September 28, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Kurt Glick, Director of Parks and Recreation  
**SUBJECT:** Project with Tullahoma Disc Golf Association and Sunrise Rotary Club to upgrade expand The Sunrise Rotary Disc Golf Course

**BACKGROUND**

Tullahoma's Sunrise Rotary Disc Golf Course located at East Park adjacent to East Middle School features 18 holes and is heavily used by both residents and out of town visitors. The course ranks very highly on disc golf websites for its quality, playability, and maintenance level. The Tullahoma Disc Golf Association along with the Sunrise Rotary Club has begun fund raising efforts to replace the baskets (goals) on the existing 18 holes and to add an additional 9 holes.

**RECOMMENDATION**

The Board is recommended to approve the project and to accept community donations and in-kind services related to the project.

**FISCAL IMPACT**

Donations are being solicited and Sunrise Rotary Club anticipates applying for a district grant to fund the project. The City will supply labor to help with construction but no city funds are currently allocated for the project.

**AGENDA ITEM NO. 20-97**

**DATE:** September 14, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Robert Taylor, Director of Public Works  
**SUBJECT:** Street Paving

**BACKGROUND:**

The Public Works Department is planning to do fall asphalt paving which is covered under our previously approved contract with Wright Paving. The list of streets have been ranked per our data base to include streets from all (4) quadrants within the city. A couple of streets on list are carry over from last year's paving list.

**RECOMMENDATION:**

Public Works Department requests the BOMA to approve the milling and paving of the list of ranked city streets. See attachment for the list of streets.

**FISCAL IMPACT:**

Funds for the paving in the amount \$250,000.00 will come from the permanent street budget account # 110-43120-268-023.

**Attachments:**

See attachments.

**Budgeted Paving Dollars \$250,000.00**

Quadrant	Street Name	From - To	Ranking	Paving Width	Paving Length	Tons	Paving Cost	Milling Cost	Strip Cost	Total Cost
3	Wiseman Rd	Winchester Hwy. - Old Estill Springs	600	21	1725	507.15	\$37,067.59		\$1,104.00	\$38,171.59
1	Sharondale Dr	Cowan - EW Sharondale intersection	560	28	775	303.8	\$22,204.74	\$4,822.22		\$27,026.96
1	Sharondale Dr, E	Cowan - Marbeth	560	28	1185	464.52	\$33,951.77	\$7,373.33		\$41,325.10
1	Sharondale Dr, E	E.Sharondale - Cowan	560	28	785	307.72	\$22,491.25	\$4,884.44		\$27,375.70
1	Cowan Lane	Sharondale - Marbeth	540	28	400	156.8	\$11,460.51	\$2,488.89		\$13,949.40
1	Cowan Lane	Sharondale - Marbeth	540	28	400	156.8	\$11,460.51	\$2,488.89		\$13,949.40
4	Huntington Pl	Sharondale Dr. - Sharondale Dr	540	24	680	228.48	\$16,699.60	\$3,626.67		\$20,326.27
4	Huntington Pl	Short Springs - Breckenridge	540	24	515	173.04	\$12,647.49			\$12,647.49
4	Huntington Pl	Breckenridge - Berkley	540	24	450	151.2	\$11,051.21			\$11,051.21
4	Huntington Pl	Breckenridge - Thomaswood	540	24	360	120.96	\$8,840.97			\$8,840.97
3	Anderson St. N.	Berkley - Breckenridge	540	24	340	90.44	\$6,610.26			\$6,610.26
3	Anderson St. N.	E. Hogan - Stegall St.	520	19	300	79.8	\$5,832.58			\$5,832.58
2	Collins St. S	Stegall St. - Fort St.	520	19	545	144.97	\$10,595.86			\$10,595.86
2	Collins St. S	W. Lincoln - Wheeler St.	520	19	400	106.4	\$7,776.78			\$7,776.78
<b>\$245,479.57</b>										

**Additional \$100,000.00**

4	Somerset Ln	Ovoca Rd - Cul-de-sac	540	22	2000	616	\$45,023.44			\$45,023.44
3	Aldrin St.	Harton Blvd. - Wiseman Rd.	540	20	635	177.8	\$12,995.40			\$12,995.40
4	Country Club Dr	Courtside - Fairways	540	20	2800	784	\$57,302.56			\$57,302.56
4	Country Club Dr	Fairways - Ovoca	520	20	560	156.8	\$11,460.51			\$11,460.51
<b>\$126,781.91</b>										

**Additional \$200,000.00**

2	Linda Ln	Lincoln - Williamsburg	520	18	2265	570.78	\$41,718.31			\$41,718.31
2	Linda Ln	Williamsburg - City Limits	520	18	1615	406.98	\$29,746.17			\$29,746.17
4	Forrest Dr	Fort St. - Druid Ln	520	19	645	171.57	\$12,540.05			\$12,540.05
4	Forrest Dr	Stuart St. - Pickett Dr	520	19	370	98.42	\$7,193.52			\$7,193.52
<b>\$91,198.05</b>										

**AGENDA ITEM NO. 20-98**

**DATE:** September 28, 2020  
**TO:** Mayor and Board of Alderman  
**FROM:** Jennifer Moody, City Administrator  
**SUBJECT:** Approve allocations of the Governor’s Local Government Support Grant funding for one-time expenditures in FY 2021

**Background:**

Governor Bill Lee and the Tennessee General Assembly agreed in June 2020 to provide local governments with direct funding to offset the financial impact of COVID-19. Local governments received direct distributions of funding based upon population and the City of Tullahoma received a total of \$ 457,466.

In July, the State Comptroller issued the following guidance for the use of these funds:

- a) **IT Hardware Upgrades** – including new or replacement of IT equipment with one-time expenditure for items such as hardware; public safety systems can also be included
- b) **Capital Maintenance** – maintaining current facilities, primarily through repair and renovation of roofing, mechanical and electrical systems; maintenance and renovation of recreational facilities would not be an allowable use
- c) **Utility System Upgrades** – utility system upgrades would include maintenance and upgrades to existing water and sewer infrastructure
- d) **Road Projects** – including road and bridge maintenance, replacement projects along with traffic control initiatives; priority should be given to existing roads and bridges
- e) **Public Safety** – ADA type projects (not planning) as well as equipment purchases for law enforcement, fire, and emergency response
- f) **COVID-19 Response** – items related to control and containment of COVID-19

Grant funds may be used on multiple projects and may be used to match or leverage other funds. No local funding match is required. Grants are one-time funding and are to be used on one-time expenses and may not be used to support recurring expenditures such as salaries, debt issuance, or existing programming and services. Grant funds for new building construction are not permitted.

**Recommendation on the Use of Grant Funds:**

In accordance with recommended guidelines, the following projects are proposed for funding:

\$ 138,000	Additional Funding for Fall Paving Program*
\$ 150,000	½ funding for Garbage Truck Replacement**
\$ 125,000	Ovoca Rd/Riley Creek Rd Traffic Safety Improvements
\$ 24,000	Public Safety Digital Radios (20 Fire, 10 Police)
\$ 20,000	Cameras (Patrol, Animal Control, Building Inspectors)
<u>\$ 475,000</u>	

\*The additional funding for the Fall Paving Program would allow for the additional paving within neighborhoods and also allow for the milling and paving of the worst section of W. Grundy St in coordination with the end of the construction of the new Police Department facility.

\*\*With approval of the FY 2021 budget, \$300,000 is budgeted and available for the replacement of one garbage truck; however, if half of the funding were provided from the grant, it would allow for approximately \$150,000 in the equipment reserve fund to be reallocated to support vehicle and equipment purchases that were requested by various city departments during the budget process. Below is a list of the department requests that could be funded if \$150,000 currently allocated for the garbage truck purchase were available to be reallocated:

\$ 60,000	Flat Bed Dump Truck (Public Works)
\$ 20,000	New Extrication Equipment (Fire)
\$ 24,000	Turf Vacuum (Parks)
\$ 30,000	Camera Inspection Equipment for Stormwater System
\$ 8,500	HRIS (online HR management system)
\$ 7,250	Headsets for Fire Apparatus
<u>\$ 150,000</u>	

**Other Projects and Capital Purchases for FY 2021**

As additional context for this recommendation, below is a list of projects, vehicles and equipment purchases included in the approved annual budget for FY 2021. All have budgeted funds available, but most are not yet under contract and have not yet brought related purchases before the Board for consideration.

\$ 100,000	Update to the Tullahoma Comprehensive Land Use Plan
\$ 10,000	New City Website
\$ 20,000	Municipal Building Assessment
\$ 45,000	Repairs to Fire Halls
\$ 15,000	Communications/Digital Radio Equipment for Public Works
\$ 22,000	Repairs to Community Centers
\$ 55,000	Mini-excavator for Public Works
\$ 65,000	2 vehicle/truck replacements for Parks
\$ 80,000	annual patrol vehicle replacements

**Recommendation:**

Approve the proposed use of the Governor’s Local Government Support Grant funding to support the projects as presented and direct the City Administrator to prepare a Resolution to appropriate funding as recommended.

**Fiscal Impact:**

The City has received a direct allocation of \$457,466 in one-time revenue from the Governor’s Local Government Support Grant program to offset the fiscal impact from COVID-19.

**AGENDA ITEM NO. 20-99**

**DATE:** September 28th, 2020  
**TO:** Board of Mayor and Alderman  
**FROM:** Robert Taylor, Director of Public Works  
**SUBJECT:** Residential Garbage Truck Purchase

**BACKGROUND**

After looking at various residential garbage trucks. The Public Works Department requested a quote for a (33) cubic yard truck from StringFellow Inc. The department in the past has only purchased (31) cubic yard trucks. Due to the increase in new residential homes the extra (2) cubic yard capacity will help extend our time picking up garbage versus possible extra trips to the transfer station.

The department requested a quote based on Sourcewell Contract #091219-THC. Statewide contracting and Sourcewell contracts are highly used by municipalities to purchase equipment.

**RECOMMENDATION**

Public Works Department requests the BOMA to approve the purchase of the **2021 Mack LR64R Heil DuraPack Python (33) CY** residential garbage truck in the amount of \$298,202.96. **(Sourcewell Contract #091219-THC) The typical turnaround time for garbage trucks is approximately (180) days from the time the order is placed.**

**FISCAL IMPACT**

Funds for this purchase are budgeted in account # 611-43200-940-025.

**ATTACHMENTS**

Quote



# STRINGFELLOW

INC.

TRUCK BODIES • REFUSE EQUIPMENT • STREET SWEEPERS • SEWER CLEANERS  
PARTS & SERVICE

July 27, 2020

Robert "Butch" Taylor, Director of Public Works  
City of Tullahoma  
942 Maplewood Avenue  
Tullahoma, Tennessee 37388

Dear Sir:

Thanks for the chance to present the HEIL Python for consideration by the City of Tullahoma. After working with Billy Bost and your staff, we are proposing a HEIL 33 cubic yard Automated Side Loader with all standard equipment and tri-cuff container grabbers, Hopper and Lift area LED work lights, multi-function LED Strobe / Tail lights at top and rear of tailgate, LED body side backing assist lights, dual front LED strobe lights, remote lift controls under the right hand seat, anti-sail mud flaps in front and rear of rear tandem, rear caution decal, 20# outside fire extinguisher, Infinity series packing / eject cylinders with hardened rods and scrapers (includes a 5 year packer/eject cylinder warranty against dents and dings), four (4) camera vision system (to include rear vision camera, hopper camera, RH cab camera, and grabber camera), and mounting and painting.

The price is quoted on a 2021 Mack LR64R. Specifications are attached..

Quote is Sourcewell Contract #091219-THC. All quotes are F.O.B. Tullahoma.

**2021 Mack LR64R with HEIL DuraPack Python 33 CY ..... \$298,202.96.**

If you have any questions, please do not hesitate to call on me. Thank you for your consideration.

Sincerely,

*Eddie Anderson*

Eddie Anderson  
President

2710 Locust Street, Nashville, Tennessee 37207  
615-226-4900 • Toll Free: 1-800-832-4404 • Fax: 615-226-8685  
www.stringfellow.bz

**TULLAHOMA BEER BOARD**  
CY 2020

**SUMMARY OF ACTION TAKEN ON AGENDA ITEMS**

ITEM NO.	TYPE	APPLICANT/ PERMIT HOLDER	LOCATION	DISPOSITION	Mayor Curlee	Mayor Pro Tem Blanks	Ald. Blackwell	Ald. Berry	Ald. Dunn	Ald. Mathis	Ald. Knowis
20-BB01	Minutes of 12/9/19 Meeting	N/a	N/a	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB02	Beer Permit (On and Off-Premises)	4 The Win Cigar Shop and Lounge	110 W. Lincoln Street	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB03	Beer Permit (On-Premises)	Tullahoma Bowling Lanes Inc.	900 S. Anderson Street	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB04	Beer Permit (Off-Premises)	Joung, Inc. dba Piggly Wiggly	811 E. Lincoln Street	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB05	Beer Permit (Special Event – Non-Profit)	Hands On Science Center Family Fun Day & Evening Social	101 Mitchell Blvd.	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB06	Beer Permit (Special Event – Non-Profit)	Tullahoma Sports Council Hall of Fame Dinner	501 N. Collins Street	Approved 1/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB07	Minutes of 1/13/20 Meeting	N/a	N/a	Approved 1/27/20	A	Y	Y	Y	Y	A	Y
20-BB08	Minutes of 1/27/20 Meeting	N/a	N/a	Approved 2/10/20	Y	A	Y	Y	Y	Y	Y
20-BB09	Minutes of 2/10/20 Meeting	N/a	N/a	Approved 2/24/20	A	Y	Y	Y	Y	Y	Y
20-BB11	Minutes of 2/24/20 Meeting	N/a	N/a	Approved 3/9/20	Y	Y	Y	Y	Y	Y	Y
20-BB12	Minutes of 3/9/20 Meeting	N/a	N/a	Approved 4/13/20	Y	Y	Y	Y	Y	Y	Y

Disclaimer: This summary is provided for reference only and is not the official record of any meeting or action, the only official record may be found in the approved minutes on file maintained by the Beer Board Secretary/City Recorder.

ITEM NO.	TYPE	APPLICANT/ PERMIT HOLDER	LOCATION	DISPOSITION	Mayor Curlee	Mayor Pro Tem Blanks	Ald. Blackwell	Ald. Berry	Ald. Dunn	Ald. Mathis	Ald. Knowis
20-BB13	Minutes of 4/13/20 Meeting	N/a	N/a	Approved 4/27/20	Y	Y	Y	Y	Y	A	Y
20-BB14	Minutes of 4/27/20 Meeting	N/a	N/a	Approved 5/11/20	Y	Y	Y	Y	Y	Y	Y
20-BB15	Minutes of 5/11/20 Meeting	N/a	N/a	Approved 6/1/20	Y	Y	Y	Y	Y	Y	Y
20-BB16	Minutes of 6/1/20 Meeting	N/a	N/a	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
20-BB17	Beer Permit (On and Off-Premises)	MSAG, LLC dba One22West	122 W. Lincoln Street	Approved 6/8/20	Y	Y	Y	Y	Y	Y	Y
20-BB18	Minutes of 6/8/20 Meeting	N/a	N/a	Approved 6/22/20	Y	A	Y	Y	Y	Y	Y
20-BB19	Minutes of 6/22/20 Meeting	N/a	N/a	Approved 7/13/20	Y	Y	Y	Y	Y	Y	Y
20-BB20	Minutes of 7/13/20 Meeting	N/a	N/a	Approved 7/27/20	Y	Y	Y	Y	Y	Y	Y
20-BB21	Minutes of 7/27/20 Meeting	N/a	N/a	Approved 8/10/20	Y	Y	Y	Y	Y	Y	Y

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ITEM NO.	TYPE	APPLICANT/ PERMIT HOLDER	LOCATION	DISPOSITION	Mayor Knowis	Mayor Pro Tem Blanks	Ald. Amacher	Ald. Berry	Ald. Blackwell	Ald. Dunn	Vacant
20-BB22	Minutes of 8/10/20 Meeting	N/a	N/a	Approved 8/24/20	Y	Y	Y	Y	Y	Y	
20-BB23	Beer Application (Off-Premises Permit)	Dollar General Store #21955, Ms. Selena Warren, Manager	901 E. Lincoln Street	Motion to Defer to Next meeting due to absence of Applicant Approved 8/24/20	Y	Y	Y	Y	Y	Y	
20-BB23	Beer Application (Off-Premises Permit)	Dollar General Store #21955, Ms. Selena Warren, Manager	901 E. Lincoln Street	Approved 9/14/20	Y	Y	Y	Y	Y	Y	
20-BB24	Minutes of 8/24/20 Meeting	N/a	N/a	Approved 9/14/20	Y	Y	Y	Y	Y	Y	

Disclaimer: This summary is provided for reference only and is not the official record of any meeting or action, the only official record may be found in the approved minutes on file maintained by the Beer Board Secretary/City Recorder.

ITEM NO. 20-BB25  
BEER BOARD MEETING

MINUTES

SEPTEMBER 14, 2020

The Beer Board of the City of Tullahoma, Coffee and Franklin Counties, Tennessee met in a Meeting on Monday, September 14, 2020 at the Municipal Building in Tullahoma with Mayor Ray Knowis presiding and the following named members of the Board of Mayor and Aldermen: Jenna Amacher, Daniel Berry, Rupa Blackwell, Jimmy Blanks and Robin Dunn. There were six (6) Board Members present.

Jennifer Moody, City Administrator; Stephen M. Worsham, City Attorney and Rosemary Golden, City Recorder; were also present at the meeting.

Mayor Ray Knowis called the meeting to order.

**PUBLIC COMMENTS: - NONE -**

**CONSENT AGENDA:**

**ITEM NO. 20-BB24 – MINUTES OF AUGUST 24, 2020 BEER BOARD MEETING**

Mayor Knowis read the caption for the item on the Consent agenda.

A motion was made by Alderman Dunn and seconded by Alderman Blackwell to approve the minutes of the August 24, 2020 Beer Board Meeting.

On roll call all members present voted aye and it was so ordered.

**OLD BUSINESS:**

**ITEM NO. 20-BB23 – BEER APPLICATION (OFF-PREMISES PERMIT) FOR A NEW BUSINESS, DOLLAR GENERAL STORE #21955, LOCATED AT 901 EAST LINCOLN STREET, THE LOCAL MANAGER MS. SELENA WARREN INTENDS TO BE THE MANAGER IN CHARGE OF BEER SALES, CONSIDER APPROVAL SUBJECT TO FINAL FIRE INSPECTION**

Mayor Knowis read the caption for Agenda Item No. 20-BB23 and he asked Ms. Warren a few questions concerning selling beer.

Fire Chief Shasteen said the final fire inspection has been completed and they passed.

A motion was made by Alderman Dunn and seconded by Alderman Blackwell to approve this Off-Premise Beer Permit.

On roll call all members present voted aye and it was so ordered.

**NEW BUSINESS: - NONE -**

There being no further business to come before the Beer Board at this time so the Beer Board Meeting adjourned at 7:26 p.m.

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**CITY RECORDER**

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**MAYOR**