

**AGENDA FOR THE REGULARLY SCHEDULED CITY OF COLLEGEDALE COMMISSION
MEETING TO BE HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE,
ON MONDAY, JUNE 17, 2019 AT 6:00 P.M.**

- I. Call to Order by the Mayor
- II. Invocation
- III. Roll Call by City Recorder
- IV. Approval of previous meeting minutes
 - 1. June 03, 2019- Commission meeting minutes
- V. Comments from Citizens
- VI. Unfinished Business
 - 1. Second Reading and Public Hearing, Ordinance #1068, appropriating funds for FY '20
 - 2. Second Reading and Public Hearing, Ordinance #1069, providing for the general revenue for FY '20
 - 3. Second Reading and Public Hearing, Ordinance #1070, amending the FY '19 budget
- VII. New Business
 - 1. Approval of airport hangar purchase
 - 2. Bid approval for Vet Park Sewer Line replacement
 - 3. Bid approval for Waste Hauling Service
- VIII. Request for reports from City Administration/Commissioners by the Mayor
- IX. Adjournment

**MINUTES OF THE REGULARLY SCHEDULED CITY OF COLLEGEDALE BOARD OF COMMISSIONERS
MEETING HELD IN THE MUNICIPAL BUILDING IN COLLEGEDALE, TENNESSEE
ON MONDAY, JUNE 03, 2019 AT 6:00 P.M.**

INVOCATION: Vice Mayor Johnson

PRESENT: Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, Commissioner Ethan White, City Manager Ted Rogers

KEY MANAGERS: Assistant City Manager & CFO Michelle Toro, Chief of Police Brian Hickman, Director of Airport Operations Chris Swain Building, Planning & Economic Development Director Kelly Martin, Director of Public Works Eric Sines, City Recorder Kristi Wheeler, City Engineer Wayon Hines

ABSENT: Codes & Safety Director Andrew Morkert, Parks and Recreation Director Traci Hobek-Bennett, City Attorney Sam Elliott

GUESTS: Tonya Sadler, Matthew Sadler, Alexander Brown, Carol Gustafson, Dennis Gustafson, Bob Crabtree, Milton Fish, Beverly Joiner, Jeanette Taylor, Grace Keene, Lee Busch, Carol Kilcher, Sharon Coulter, Ronald Barrow, Gail MacLafferty, Merritt MacLafferty, Clarence Hogan, Robert Skaggs, Jim Buckner, Victor Lipoma, Greg Latham, Beth Sebastian, John Sebastian, Chris Earnest, Mike Earnest, David Barto, Bobbi Whidden, Alice Brackett, Jackie Guyn, Terry Guyn, Mark Hutchings, Paula Graham, K.A. Lopez, Ted Summit, Janice Cook

6-03-2019 (904) REGULAR MEETING MINUTES – May 20, 2019

It was moved by Commissioner White and seconded by Vice Mayor Johnson to accept the minutes of the regular commission meeting on May 20, 2019.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

6-03-2019 (905) COMMISSION WORKSHOP MINUTES– May 28, 2019

It was moved by Commissioner Garver and seconded by Commissioner White to accept the minutes of the commission workshop on May 28, 2019.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

Mayor Lamb opened the commission meeting for citizen comments. Several citizens expressed their concern about the proposed \$0.39 tax increase which is included in the 2019-2020 fiscal year budget. Mayor Lamb and City Manager Rogers answered questions concerning the issue and encouraged citizens to attend the commission meeting on June 17, 2019, where the second reading and public hearing will be held for the 2019-2020 fiscal year budget.

6-03-2019 (906) FIRST READING, ORDINANCE #1068, AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE 2019-2020 FISCAL YEAR

It was moved by Commissioner Garver and seconded by Vice Mayor Johnson to approve Ordinance #1068, an Ordinance of The City of Collegedale, Tennessee adopting the annual budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

6-03-2019 (907) FIRST READING, ORDINANCE #1069, AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE, FOR THE FISCAL YEAR 2019-2020

It was moved by Commissioner Baker and seconded by Vice Mayor Johnson to approve Ordinance #1069, an Ordinance of the City of Collegedale, Tennessee, providing for the general revenue thereof for the fiscal year 2019-20 to be known as the general revenue for said year.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

6-03-2019 (908) FIRST READING, ORDINANCE #1070, AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE, AMENDING THE FISCAL YEAR 2018-2019

It was moved by Commissioner Garver and seconded by Commissioner White to approve Ordinance #1070, an Ordinance of The City of Collegedale, Tennessee, amending the fiscal year 2018-2019.

ROLL CALL:

COMMISSIONER BAKER	YEA
COMMISSIONER GARVER	YEA
COMMISSIONER WHITE	YEA
VICE MAYOR JOHNSON	YEA
MAYOR LAMB	YEA

6-03-2019 (909) MOTION TO ADJOURN

It was moved by Vice Mayor Johnson and seconded by Commissioner White to adjourn the meeting. No roll call was taken.

The meeting was adjourned at 6:40 PM.

Mayor, Katie Lamb

City Recorder, Kristi Wheeler

ORDINANCE #1068

**AN ORDINANCE OF THE
CITY OF COLLEGEDALE, TENNESSEE
ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2019
AND ENDING JUNE 30, 2020**

WHEREAS, Tennessee Code Annotated § 9-1-116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

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

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

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF COLLEGEDALE, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body projects anticipated revenues from all sources and appropriates planned expenditures for each department, board, office or other agency of the municipality, herein presented together with the actual annual receipts and expenditures of the last preceding fiscal year and the estimated annual expenditures for the current fiscal year, and from those revenues and unexpended and unencumbered funds as follows for fiscal year 2020, and including the projected ending balances for the budget year, the actual ending balances for the most recent ended fiscal year and the estimated ending balances for the current fiscal years:

GENERAL FUND	Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts			
Taxes	\$ 6,731,750	\$ 7,961,950	\$ 9,753,950
Nontax Revenue	2,374,148	873,556	1,107,705
Debt Proceeds	-	1,300,000	769,339
Total Cash Receipts	\$ 9,105,898	\$ 10,135,506	\$ 11,630,994
Appropriations			
General Government	\$ 3,628,337	\$ 3,917,243	\$ 3,922,816
Public Safety	2,794,750	2,702,888	3,109,941
Public Works	987,125	1,139,490	1,029,813
Public Welfare and Recreation	397,534	115,076	641,691
Debt Service	374,350	485,230	504,714
Capital Outlay	266,309	1,100,000	1,664,500
Total Appropriations	\$ 8,448,405	\$ 9,459,927	\$ 10,873,475
Change in Cash (Receipts - Appropriations)	657,493	675,579	757,519
Beginning Cash Balance July 1	7,514,393	8,171,886	8,847,465
Ending Cash Balance June 30	\$ 8,171,886	\$ 8,847,465	\$ 9,604,984
Ending Cash as a % of Total Cash Payments/Appropriations	96.7%	93.5%	88.3%

STATE STREET AID FUND

	Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts			
State Gas and Motor Fuel Taxes	\$ 303,550	\$ 291,850	\$ 315,350
Total Cash Receipts	\$ 303,550	\$ 291,850	\$ 315,350
Appropriations			
Public Works Department	\$ 438,374	\$ 459,650	\$ 692,668
Total Appropriations	\$ 438,374	\$ 459,650	\$ 692,668
Change in Cash (Receipts - Appropriations)	(134,824)	(167,800)	(377,318)
Beginning Cash Balance July 1	-	(134,824)	(302,624)
Ending Cash Balance June 30	(134,824)	(302,624)	(679,942)
Ending Cash as a % of Total Cash Payments/Appropriations	-30.8%	-65.8%	-98.2%

TECHNOLOGY FUND		Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts				
Court Fines and Costs		\$ 5,256	\$ 2,000	\$ 2,000
	Total Cash Receipts	\$ 5,256	\$ 2,000	\$ 2,000
Appropriations				
Police		\$ 515	\$ 1,000	\$ 1,000
	Total Appropriations	\$ 515	\$ 1,000	\$ 1,000
Change in Cash (Receipts - Appropriations)		4,741	1,000	1,000
Beginning Cash Balance July 1		2,828	7,569	8,569
Ending Cash Balance June 30		\$ 7,569	\$ 8,569	\$ 9,569
Ending Cash as a % of Total Cash Payments/Appropriations		1469.7%	856.9%	956.9%

SEWER FUND	Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts			
Sewer Fees	2,371,148	2,847,359	3,286,366
Tap Fees	22,500	30,000	30,000
Debt Proceeds	-	2,225,000	2,000,000
	\$	\$	\$
Total Cash Receipts	2,393,648	5,102,359	5,316,366
Appropriations			
Sewer Expense	2,545,280	4,968,379	5,202,736
	\$	\$	\$
Total Appropriations	2,545,280	4,968,379	5,202,736
Change in Cash (Receipts - Appropriations)	(151,632)	133,980	113,630
Beginning Cash Balance July 1	5,910,495	5,758,863	5,892,843
	\$	\$	\$
Ending Cash Balance June 30	5,758,863	5,892,843	6,006,473
Ending Cash as a % of Total Cash Payments/Appropriations	226.3%	118.6%	115.4%

AIRPORT FUND			
	Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts			
Revenue	\$ 397,042	\$ 392,942	\$ 649,253
	\$	\$	\$
Total Cash Receipts	397,042	392,942	649,253
Appropriations			
Expense	\$ 420,410	\$ 349,758	\$ 578,046
	\$	\$	\$
Total Appropriations	420,410	349,758	578,046
Change in Cash (Receipts - Appropriations)	(23,368)	43,184	71,207
Beginning Cash Balance July 1	4,360,997	4,337,629	4,380,813
	\$	\$	\$
Ending Cash Balance June 30	4,337,629	4,380,813	4,452,020
Ending Cash as a % of Total Cash Payments/Appropriations	1031.8%	1252.5%	770.2%

DRUG FUND			
	Actual FY 2018	Estimated FY 2019	Budget FY 2020
Cash Receipts			
Fines And Forfeitures	\$ 11,345	\$ 2,000	\$ 2,000
	\$	\$	\$
Total Cash Receipts	11,345	2,000	2,000
Appropriations			
Drug Enforcement	\$ 7,942	\$ 1,000	\$ 1,000
	\$	\$	\$
Total Appropriations	7,942	1,000	1,000
Change in Cash (Receipts - Appropriations)	3,403	1,000	1,000
Beginning Cash Balance July 1	12,872	16,275	17,275
	\$	\$	\$
Ending Cash Balance June 30	16,275	17,275	18,275
Ending Cash as a % of Total Cash Payments/Appropriations	204.9%	1727.5%	1827.5%

SECTION 2: At the end of the fiscal year 2019, the governing body estimates fund balances or deficits as follows:

Fund	Estimated Fund Balance at June 30, 2019
General Fund	\$8,171,886
Technology Fund	\$8,569
Sewer Fund	\$5,892,843
Airport Fund	\$4,380,813
Drug Fund	\$17,275

SECTION 3: That the governing body herein certifies that the condition of its sinking funds, if applicable, are compliant pursuant to its bond covenants, and recognizes that the municipality has outstanding bonded and other indebtedness as follows:

General Fund Bonded or Other Indebtedness	Debt Authorized and Unissued	Principal Outstanding at June 30, 2019	FY2020 Principal Payment	FY2020 Interest Payment
Notes - November 2012-Refunded	\$2,000,000	\$838,000	\$420,000	\$18,714
August 2018-12 years	\$4,000,000	\$4,000,000	-	\$66,000

SECTION 4: During the coming fiscal year (2020) the governing body has pending and planned capital projects with proposed funding as follows:

GF-Pending Capital Projects	Pending Capital Projects Total Expense	Pending Capital Projects Expense Financed by Grant Proceeds	Pending Capital Projects Expense Revenues and/or Reserves
Library Carpet	\$26,000		\$26,000
City Hall Roof	\$119,000		\$119,000
8 PD Vehicles	\$392,000		\$392,000
PW UTV	\$7,500		\$7,500
PW Sheds	\$60,000		\$60,000
Edgmon Rd. Roundabout Design	\$98,000		\$98,000
Dump Truck Grant	\$400,000	\$320,000	\$80,000
Prospect Church Rd. Culverts	\$550,000		\$550,000
Yard Dog Tractor	\$12,000		\$12,000
Totals	\$1,664,500	\$320,000	\$1,344,500

SECTION 5: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (TCA § 6-56-208). In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accord with Tennessee Code Annotated § 6-56-205.

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

SECTION 7: This annual operating and capital budget ordinance and supporting documents shall be submitted to the Comptroller of the Treasury or Comptroller's Designee for approval if the City has debt issued pursuant to Title 9, Chapter 21 of the Tennessee Code Annotated within fifteen (15) days of its adoption. This budget shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21 of the Tennessee Code Annotated (the "Statutes".) If the Comptroller of the Treasury or Comptroller's Designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes or as directed by the Comptroller of the Treasury or Comptroller's Designee. If the City does not have such debt outstanding, it will file this annual operating and capital budget ordinance and supporting documents with the Comptroller of the Treasury or Comptroller's Designee.

SECTION 8: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 9: All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

SECTION 10: This ordinance shall take effect July 1, 2019, the public welfare requiring it.

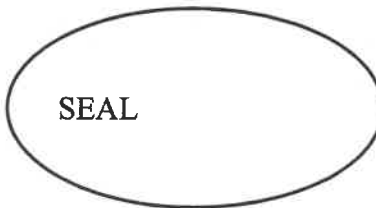
Passed 1st Reading: _____

Passed 2nd Reading: _____

Mayor

ATTESTED:

City Recorder



ORDINANCE #1069

AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE, PROVIDING FOR THE GENERAL REVENUE THEREOF FOR THE FISCAL YEAR 2019-2020 TO BE KNOWN AS THE GENERAL REVENUE FOR SAID YEAR.

BE ORDAINED BY THE CITY OF COLLEGEDALE, TENNESSEE, AS FOLLOWS:

Section 1: That there be and there is hereby levied a tax on each One Hundred Dollars (\$100.00) of taxable property in the City of Collegedale, Tennessee as of July 1, 2019 through June 30, 2020.

General Fund Tax \$1.65

Section 2: The engaging in any vocation, occupation, business, or business activity, enumerated, described, or referred to in Classification 1,2,3,4, of Chapter 387, Public Acts of Tennessee for year 1971 (Title 67, TCA, Chapter 58), is hereby declared to be a privilege and each person as defined in said Act, shall pay for exercising of said privilege to the City the same authorized and permitted to be charged by municipalities under the provisions of said Act. All of the provisions of said Chapter 59, Title 67, TCA insofar as they are applicable to or pertain to the levying of taxes by municipalities, are hereby adopted as through specifically set forth herein.

Section 3: This ordinance shall be known as the General Revenue Ordinance for the Fiscal Year 2019-2020, and shall take effect from and after its final passage, the public welfare of the City of Collegedale, Tennessee, requiring it.

Approved as to Form:

City Attorney

Mayor

Passed on First Reading

City Recorder

Passed on Second and Final Reading

ORDINANCE #1070

**AN ORDINANCE OF THE CITY OF COLLEGEDALE, TENNESSEE
AMENDING THE FISCAL YEAR 2018-2019 BUDGET**

WHEREAS, the City of Collegedale adopted the fiscal year 2018-2019 budget by passage of Ordinance Number 1055 on June 18, 2018 and

WHEREAS, pursuant to the Tennessee state constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and

WHEREAS, pursuant to the Municipal Budget Law of 1982, as found in the *Tennessee Code Annotated* section 6-56-209, the Board of Commissioners has the authority to authorize the Finance Director to transfer moneys from one appropriation to another within the same fund;

NOW THEREFORE BE IT ORDAINED BY THE CITY OF COLLEGEDALE, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2018-2019 BUDGET AS FOLLOWS:

SECTION 1. Ordinance Number 1055 is hereby amended as follows:

General Fund

Legislative	\$	2,700
City Court		167,510
Election Expense		4,100
Administration		579,562
Planning		164,972
Municipal Buildings		589,336
Other General Government		2,577,363
Police Department		2,281,036
Fire Protection		784,852
Public Works		2,458,274
Parks & Recreation		127,576
Waste Collection & Disposal		256,866
Debt Service		485,230
Total Expenditures	\$	10,479,377

Technology Fund

Police Miscellaneous	\$	15,000
Total Expenditures	\$	15,000

Drug Fund

Police Miscellaneous	\$	15,000
Total Expenditures	\$	15,000

SECTION 2. The CFO is hereby authorized to make said changes in the accounting system.

SECTION 3. This ordinance shall take effect immediately upon final passage.

PASSED ON 1st READING: _____ YEA _____ NAY _____

PASSED ON 2nd READING: _____ YEA _____ NAY _____

MAYOR

ATTEST: _____
CITY RECORDER

APPROVED: _____
CITY ATTORNEY

LEASE TERMINATION AGREEMENT

THIS LEASE TERMINATION AGREEMENT (this "Agreement") is made as of July ____, 2019, by and between the City of Collegedale, Tennessee, a Tennessee municipal corporation ("Landlord"), and The Constance L. and Richard E. Nadig Living Trust dated 4/ 14/2014 ("Tenant"), with reference to the following Recitals:

RECITALS

A. Landlord and American Heritage Hangar Company ("Original Tenant") were parties to that certain "Lease Agreement", dated as of August 21, 1990 (as thereafter amended from time to time, the "Lease"), pursuant to which Landlord leased to Original Tenant certain premises at the Collegedale Municipal Airport (Hanger Site 1), as more particularly described therein (the "Premises").

B. Pursuant to assignments of lease dated August 7, 2002, August 8, 2005, and a Bill of Sale dated April 14, 2014, the Lease was assigned to successor tenants and eventually to Tenant. Pursuant to Amendments dated October 28, 2002, January 28, 2006 and January 14, 2010, the original term of the lease was extended, so that the current term of the lease expires on September 1, 2015.

C. The parties desire to terminate the Lease on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the foregoing Recitals, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant hereby agree as follows:

1. Landlord and Tenant hereby agree that the Lease and all rights and obligations of Landlord and Tenant thereunder shall terminate as of July ____, 2019 (the "Termination Date"). The parties confirm that pursuant to Paragraph 3 of the Lease, all improvements erected on the Premises by Tenant or its successors in interest becomes as of that date the sole property of the City of Collegedale.

2. In consideration of the termination of the Lease provided for herein, Landlord shall pay to Tenant a termination payment (the "Termination Payment") in the amount of \$38,000.00.

3. Tenant acknowledges that this Agreement shall not be construed as a waiver by Landlord of any of its rights or remedies accruing under the Lease in connection with any (i) physical damage to the Premises caused by Tenant, its agents, representatives or contractors during the term of the Lease and prior to the termination of the Lease pursuant to the terms hereof, (ii) personal or property claims, injuries or damages which occurred at the Premises during the term of the Lease and prior to the termination of the Lease pursuant to the terms hereof, (iii) environmental releases, contamination, damages or claims which occurred during the term of the Lease and prior to the termination of the Lease pursuant to the terms hereof, and (iv) other claim, injury, damage, loss, cost or expense for which Tenant was responsible under the Lease during the term of the Lease and prior to the termination of the Lease pursuant to the terms hereof.

4. Tenant confirms that, as of the date of its execution of this Agreement, there exist no breaches or defaults under the Lease by Landlord and Tenant has no outstanding claims against Landlord or any other party with respect thereto.

5. Tenant represents and warrants to Landlord that no person or entity other than Tenant has any right, title or interest in, or lien upon, the lessee's interest under the Lease. Tenant has full right, power and authority to execute this Agreement. Tenant represents and warrants that it has not caused to be performed on the Premises any work of improvement for which it has not paid in full.

6. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one and the same instrument. The signature page of any counterpart may be detached therefrom without impairing the legal effect of the signature(s) thereon provided such signature page is attached to any other counterpart identical thereto except having additional signature pages executed by other parties to this Agreement attached thereto.

7. This Agreement is made and entered into the State of Tennessee and shall in all respects be interpreted, enforced and governed under the law of Tennessee. The parties consent to the exclusive jurisdiction of the courts of Hamilton County, Tennessee to adjudicate any and all disputes arising between them and hereby waive any and all objections based on alleged lack of personal jurisdiction.

8. This Agreement sets forth the entire agreement between the parties hereto and fully supersedes any and all prior written or oral agreements or understandings between the parties pertaining to the subject matter hereto. This Agreement may not be altered, amended or modified, nor may any provision hereof be waived, except by a further written document signed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed, or caused their duly authorized representatives to execute, this Agreement as of the date first above written.

CITY OF COLLEGEDALE, TENNESSEE

THE CONSTANCE L. AND RICHARD E. NADIG
LIVING TRUST dated 4/14/2014

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: Trustee