

**AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
SEPTEMBER 19, 2017 – 5:00 P.M.**

1. CALL TO ORDER

Mayor Gary Chesney

2. INVOCATION

Mark Campbell, Chaplain, Morristown Police Department

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES

1. September 5, 2017

6. PROCLAMATIONS/PRESENTATIONS

1. Recognition and welcome to the Morristown Area Chamber of Commerce Leadership Class of 2017.
2. Recognition of Officer Nathan Cruey for receiving the Tennessee Office of Homeland Security First Responders Certificate.

**7. CITIZEN COMMENTS ABOUT AGENDA ITEMS ONLY
(Other than items scheduled for public hearing.)**

8. OLD BUSINESS

1. Approval of street name to access city property off Merchants Greene, tabled/postponed to September 19, 2017 meeting.

8-a. Public Hearings & Adoption of Ordinances/Resolutions

1. Ordinance No. 3586

An Ordinance to Amend the Municipal Code of the City of Morristown, Tennessee, Appendix B. {Rezoning of Hamblen County Tennessee Tax Parcel ID#032042I A 01500, currently addressed as 1557 Sulphur Springs Road, from Medium Density Residential (R-2) to Intermediate Business (IB).}

2. Ordinance No. 3580.01

An Ordinance to Amend Ordinance Number 3580, The City of Morristown, Tennessee Annual Budget for the Fiscal Year 2017-2018 and to appropriate additional funds totaling \$64,600 necessary to cover the costs for the replacement of the Chiller and Boilers at the City Center.

9. NEW BUSINESS

9-a. Resolutions

9-b. Introduction and First Reading of Ordinances

1. Ordinance No. _____

An Ordinance of the City Council of Morristown, Tennessee, Amending Title 14 (Zoning and Land Use Control), Chapter 14 (Heavy Industrial District), Section 1408 (Building Height) of the Morristown Municipal Code.

{Public Hearing October 3, 2017}

2. Ordinance No. _____

An Ordinance to Amend the Municipal Code of the City of Morristown, Tennessee, Appendix B. {Rezoning of Hamblen County Tennessee Tax Parcel ID# 032040E E 02400, currently addressed as 337 Central Church Road from Planned Commercial Development (PCD) to High Density Residential (R-3).}

{Public Hearing October 3, 2017}

9-c. Awarding of Bids/Contracts

1. Approval of Request for Qualification (RFQ) for Morristown Regional Airport Consultant to Michael Baker International, approved by Airport Commission at their meeting on September 13, 2017, and allow City Administrator, Tony Cox, to enter into contract negotiations with Michael Baker International.

2. Approval of Demolition of Property Bids to best and lowest bids submitted by Jerry Johns Excavation, LLC (\$12,000), East TN Turf and Landscape (\$5,500), and Allstar Construction (\$20,850.95), and allow the City Administrator, Tony Cox, to enter into a contract with each entity.
3. Approval of Police Department purchase of Vehicle(s); one (1) Dodge Ram 1500 outfitted for K9 use in the amount of \$41,773.86, seven (7) Dodge Durango SUV's for Patrol Use in the amount of \$247,941.88 and two (2) Dodge Durango SUV's for Detective use in the amount of \$67,666.02. If approved these vehicles will be purchased through State Contract #209.
4. Approval of Inspection and Maintenance Agreement (I&M) between the City of Morristown and Brandon Sawyer, Malar Contract Lighting.

9-d. Board/Commission Appointments

1. Mayors appointment to the Morristown-Hamblen Humane Society Board to fill the remaining term of Stan Eversole who resigned.

9-e. New Issues

1. Fire Department promotion {Lieutenant}.
2. Fire Department promotion {Engineer/Driver}.
3. Approval of additional Christmas Holiday for City Employees.

10. CITY ADMINISTRATOR'S REPORT

1. 2016 Consolidated Annual Plan Evaluation and Review (CAPER) RE: 7-1-16 to 6-30-17 CDBG Program City of Morristown, TN.

11. COMMUNICATIONS/PETITIONS

This is the portion of the meeting where members of the audience may speak subject to the guidelines provided.

12. COMMENTS FROM MAYOR/COUNCILMEMBERS/COMMITTEES

13. ADJOURN

City Council Meeting/Holiday Schedule:
Regular City Council Meeting with Work Session

Oct. 3, 2017	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Oct. 3, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Oct. 17, 2017	(Tues) 3:45 p.m.	Finance Committee Meeting followed by
Oct. 17, 2017	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Oct. 17, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Nov. 7, 2017	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Nov. 7, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Nov. 21, 2017	(Tues) 3:45 p.m.	Finance Committee Meeting followed by
Nov. 21, 2017	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Nov. 21, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Nov. 23-24, 2017	(Thursday & Friday)	City Employee's Holiday, Thanksgiving
Dec. 5, 2017	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Dec. 5, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Dec. 19, 2017	(Tues) 3:45 p.m.	Finance Committee Meeting
Dec. 19, 2017	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Dec. 19, 2017	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Dec. 25, 2017	(Monday)	City Employee's Holiday Christmas
January 1, 2017	(Monday)	City Employee's Holiday New Year's

**WORK SESSION AGENDA
SEPTEMBER 19, 2017**

- 1. Review of Action Plan discussed at September 5, 2017 Work Session.**
- 2. Review of Title 8, Alcoholic Beverages, Ordinance.**
- 3. Review of Title 16, Streets and Sidewalks, Etc., Ordinance.**

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
SEPTEMBER 5, 2017**

The City Council for the City of Morristown, Hamblen County, Tennessee, met in regular session at the regular meeting place of the Council in the Morristown City Center at 5:00 p.m., Tuesday, September 5, 2017, with the Honorable Mayor Gary Chesney, presiding and the following Councilmembers present; Bob Garrett, Chris Bivens, Kay Senter, Dennis Alvis, Ken Smith and Tommy Pedigo.

Dr. Cynthia Thompson, Chaplain, Morristown Police Department, led in the invocation and Councilmember Alvis led in the "Pledge of Allegiance".

Councilmember Smith made a motion to approve the August 15, 2017 minutes as circulated. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Mayor Chesney recognized the Risk Management Team of Assistant City Administrator Larry Clark, Reece Conway, Kathy Frank and Deana Williamson for their receipt of the TML Excellence in Risk Management Award.

Councilmember Pedigo made a motion to approve Ordinance No. 3580.01 on first reading and schedule a public hearing relative to final passage of said ordinance for September 19, 2017. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3580.01

An Ordinance to Amend Ordinance Number 3580, the City of Morristown, Tennessee Annual Budget for the Fiscal Year 2017-2018 and to appropriate additional funds totaling \$64,600 necessary to cover the costs for the replacement of the Chiller and Boilers at Morristown City Center.

Councilmember Smith made a motion to approve the contract between the City of Morristown and the State of Tennessee Department of Transportation (TDOT) for Installation of Wavetronix System on SR-34 from Near Walters Drive to Near SR-32 Overpass. The estimated cost for the city's share of the non-participating cost of \$75,100. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Architect Agreement between the City of Morristown and Lose and Associates for Heritage Park Phase I, for the total amount of \$92,900. Councilmember Smith seconded the motion and

upon roll call; Councilmembers Bivens, Senter, Alvis, Smith, Pedigo and Mayor Chesney voted “aye”, Councilmember Garrett voted “no”.

Councilmember Alvis made a motion to approve the CrewSense Software Agreement for the Fire Department in the amount of \$4,000 per year and approve the City Administrator to enter into a contract with CrewSense. Councilmember Bivens seconded the motion and upon roll call; all voted “aye”.

Councilmember Senter made a motion to approve the Grant Application between the City of Morristown and the U.S. Department of Justice for the FY 17 Edward Byrne Memorial Justice Assistance Grant (JAG) Program in the amount of \$12,984. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Councilmember Senter made a motion to approve the bid for Liberty Hill/Main Street Intersection Signal to Stansell Electric in the amount of \$301,890, and amend the contract with TDOT to cover the difference between the current City-TDOT contract and this higher bid total. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Councilmember Alvis made a motion to approve the bid for Heritage Park Phase I Irrigation System to East Tennessee Turf and Landscape for the base bid amount of \$37,777. Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Councilmember Alvis made a motion to approve the bid for Renovations for the HVAC at City Center to J&F Mechanical, Inc. in the amount of \$194,600. Councilmember Smith seconded the motion and upon roll call; all voted “aye”.

Councilmember Senter made a motion to approve the bid for Sinkhole Remediation at the Morristown Regional Airport to East Tennessee Turf & Landscape in the amount of \$113,409, approved by Airport Commission at their meeting on August 29, 2017. Councilmember Bivens seconded the motion and upon roll call; all voted “aye”.

Councilmember Smith made a motion to approve the Inspection and Maintenance Agreement (I&M) between the City of Morristown and Cherokee Crossing, LLC, The Shops at Cherokee Crossing. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Councilmember Senter made a motion to approve the appointment of Clarence Thompson and re-appointment of Terry Watterson to the Tree Board for three (3) year terms to expire September 18, 2020. Councilmember Alvis seconded motion and upon roll call; all voted “aye”.

Councilmember Alvis made a motion to table the street name of city property off Merchants Greene until the next Council meeting on September 19, 2017. Councilmember Senter seconded the motion and upon roll call; all voted "aye".

Councilmember Pedigo made a motion to approve the Settlement with Progressive Insurance for a Police Vehicle in the amount of \$3,385.82. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve the hiring of Travis Mikels as an entry-level Patrol Officer. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Rich DesGroseilliers briefed Council on the ETHRA Public Meetings regarding a fixed bus route from Morristown to Knoxville.

Mayor Chesney adjourned the September 5, 2017, City Council meeting at 6:04 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR



Memo

To: Mayor and City Council

From: Debbie Stamey
City Administrators Office

Date: September 15, 2017

Re: Street Naming

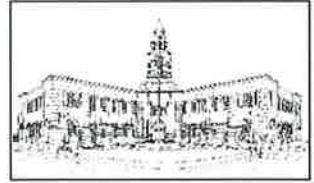
As discussed at the August 2, 2017 City Council Work Session, Chris Camps, Lose & Associates, advised Council that the city will need to build a road to access the property off of Merchants Greene. City Council will need to formally name this road.

At the September 5th Council meeting this item was postponed until September 19, 2017.

City of Morristown

Incorporated 1855

DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING



TO: Morristown City Council
FROM: Steve Neilson, Planning Director
DATE: September 19, 2017
SUBJECT: Rezoning Request for property located at 1557 Sulphur Springs RD.

BACKGROUND:

A rezoning request has been received by Mr. Larry Lemka to rezone his seven acre parcel located at 1557 Sulphur Springs Road. Mr. Lemka is requesting the property be rezoned from R-2, Medium Density Residential to IB, Intermediate Business.

Since this property was annexed in 1988, it has been used for a number of commercial uses. The 9,800 square foot building was originally a roller skating rink; it was the Silver Bullet Club, a rental hall, and a flea market. The building has been vacant for the pass 2 to 3 years.



The properties surrounding the proposed parcel are made up of several zoning districts and land uses. The property to the north is zoned IB, Intermediate Business. The property to the west is zoned LI, Light Industrial District. The properties to the south and east are primarily single-family uses. The property in the city is zoned R-2, Medium Density Residential District and those properties outside the city are zoned R-1 by Hamblen County.

The proposed rezoning request is consistent with the Future Land Use Plan which designates this area as a commercial corridor.



The Planning Commission at its August 8th meeting heard this request and recommended approval by a vote of 9 to 0.

RECOMMENDATION:

Staff finds that the rezoning request is consistent with the surrounding zoning and is consistent with the City's Future Land Use Plan and recommends approval off the proposed request.

ORDINANCE NO.3586

ENTITLED AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF
THE CITY OF MORRISTOWN, TENNESSEE, APPENDIX B.

{Rezoning of Hamblen County Tennessee Tax Parcel ID # 032042I A 01500,
currently addressed as 1557 Sulphur Springs Road, from R-2 (Medium
Density Residential) to IB (Intermediate Business)}

SECTION I. WHEREAS, the Morristown Planning Commission has recommended
to the City Council of the City of Morristown that a certain amendment be made to
Ordinance No. 2092, known as the Zoning Ordinance for the City of Morristown,
Appendix B;

NOW, THEREFORE, in order to carry into effect the said amendment:

SECTION II. BE IT RESOLVED by the City Council of the City of Morristown that
Ordinance No. 2092 be and the same hereby is amended so as to provide that the
following described real estate be rezoned from Medium Density Residential (R-2) to
Intermediate Business (IB);

*Situated in the Fifth Civil District of Hamblen County, Tennessee and being
described as follows;*

*Beginning at an iron pin in the eastern margin of Sulphur Springs Road,
corner with Brown; thence North 69 deg. East 511.95 feet to an iron pin,
corner with Susong; thence with Susong three calls as follows: South 58
degrees 03 minutes East 125.5 feet to an iron pin; North 67 degrees, 45
minutes East 256.58 feet to an iron pin; South 53 degrees 45 minutes East
218.58 feet to an iron pin, corner with Shaun and Collins; thence with Shaun
and Collins line South 18 degrees 10 minutes East 190.65 feet to an iron pin
in the Northern Boundary line of Southern Heights Subdivision; thence with
said subdivision South 71 degrees 37 minutes West 539.61 feet to an iron pin;
thence North 14 degrees 30 minutes West 139.63 feet to a point in the
southern edge of a 30 foot right of way; thence with said right of way South
67 degrees 40 minutes East 420.04 feet to an iron pin in the eastern margin of
Sulphur Springs Road; thence with the edge of said road, two calls as
follows; North 28 degrees 55 minutes West 112.80 feet; thence North 18
degrees 31 minutes West 206.73 feet to the point of beginning containing
seven acres more or less according to survey prepared by Robert F. Haynes,
surveyor, dated January 12, 1971.*

SECTION III. BE IT FURTHER ORDAINED that all maps, records and necessary
minute entries be changed so as to effect the amendment as herein provided, to the
extent that the area herein above described shall be permitted to be used for
Intermediate Business (IB) uses exclusively.

SECTION IV. BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict herewith be, and the same are, repealed to the extent of such conflict but not further or otherwise.

SECTION V. BE IT FURTHER ORDAINED that this ordinance takes effect from and after the date of its final passage, the public welfare requiring it.

Passed on first reading this the 15th day of August, 2017.

MAYOR

ATTEST:

CITY ADMINISTRATOR

Passed on second and final reading this the 19th day of September, 2017.

MAYOR

ATTEST:

CITY ADMINISTRATOR

APPROPRIATION ORDINANCE

Ordinance Number: 3580.01

TO AMEND ORDINANCE NUMBER 3580, THE CITY OF MORRISTOWN, TENNESSEE ANNUAL BUDGET FOR THE FISCAL YEAR 2017-2018 AND TO APPROPRIATE ADDITIONAL FUNDS TOTALING \$64,600; NECESSARY TO COVER THE COSTS FOR THE REPLACEMENT OF THE CHILLER AND BOILERS AT THE CITY CENTER.

Be it ordained by the Council of the City of Morristown Tennessee that Ordinance Number 3555 identifying the revenue and expenditure accounts of the City of Morristown contained in the annual budget for the fiscal year 2017-2018 is hereby amended and funds are herewith appropriated or adjusted as presented.

FUND	DEPARTMENT	CODE	ACCOUNT DESCRIPTION	RESERVES		EXPENDITURES	
				Increase	Decrease	Increase	Decrease
General (#110)	Fund Balance	110-27200	Unassigned Fund Balance		\$ 64,600		
General (#110)	Transfers Out	110-92000-639	Transfer to Capital Projects Fund			\$ 64,600	
			Totals	\$ -	\$ 64,600	\$ 64,600	\$ -

PASSED ON FIRST READING THIS 5th Day of September 2017

ATTEST:

Mayor

City Administrator

PASSED ON SECOND READING THIS 19th Day of September 2017

ATTEST:

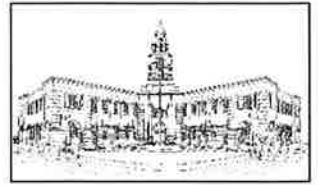
Mayor

City Administrator

City of Morristown

Incorporated 1855

DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING



TO: Morristown City Council
FROM: Steve Neilson, Planning Director
DATE: September 12, 2017
SUBJECT: Text Amendment -14-1408. BUILDING HEIGHT

BACKGROUND:

This is a request by the Industrial Development Board (IDB) to amend Chapter 14, Heavy Industrial District (HI) Section 14-1408. BUILDING HEIGHT.

Currently, the maximum height limit in the HI District is 45 feet. The IDB is requesting to amend the height limit to 55 feet. Marshall Ramsey, Chamber President, indicated that he has had inquiries from potential industries looking to possibly locate to the area that would have structures taller than the 45 feet allowed. Looking at other cities in the region, Morristown's height limit for heavy industry structures are lower than any other city relatively comparable in size.

<u>Other cities:</u>	<u>Zoning District</u>	<u>Height</u>
Bristol	M-3, Heavy Industrial District	65 ft.
Greeneville	M-2, High Impact Use	70 ft.
Johnson City	I-2, Heavy Industrial District	No Limit
Kingsport	M-2, Heavy Manufacturing	No Limit
Mt. Juliet	Industrial District	50 ft.
Oak Ridge	IND-3, Heavy Industrial District	No Limit

After reviewing the maximum height requirements in other communities in the region and after consulting with Bill Honeycutt, Fire Chief, staff is in support of this request.

The Planning Commission at its September 12th meeting voted 6 to 0 to recommend approval of this text amendment.

RECOMMENDATION:

In order to be competitive with other cities in the region, staff recommends approval of the proposed text amendment.

ORDINANCE NO. _____

BEING AN ORDINANCE OF THE CITY COUNCIL OF MORRISTOWN, TENNESSEE AMENDING TITLE 14 (ZONING AND LAND USE CONTROL), CHAPTER 14 (HEAVY INDUSTRIAL DISTRICT), SECTION 1408 (BUILDING HEIGHT) OF THE MORRISTOWN MUNICIPAL CODE.

BE IT ORDAINED BY THE CITY COUNCIL of the City of Morristown that the text of Title 14 (Zoning and Land Use Control), Chapter 14, Heavy Industrial District, Section 14-1408, regarding building heights be amended to states:

14-1408. BUILDING HEIGHT

Buildings shall not exceed fifty-five (55) feet in height.

BE IT FURTHER ORDAINED that this ordinance shall take effect from and after the date of its final passage, the public welfare requiring it.

Passed on first reading this the 19th day of September 2017.

Mayor

ATTEST:

City Administrator

Passed on second and final reading this the 3rd day of October 2017.

Mayor

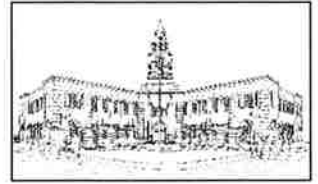
ATTEST:

City Administrator

City of Morristown

Incorporated 1855

DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING



TO: Morristown City Council
FROM: Steve Neilson, Planning Director
DATE: September 12, 2017
SUBJECT: Text Amendment -14-1408. BUILDING HEIGHT

BACKGROUND:

This is a request by the Industrial Development Board (IDB) to amend Chapter 14, Heavy Industrial District (HI) Section 14-1408. BUILDING HEIGHT.

Currently, the maximum height limit in the HI District is 45 feet. The IDB is requesting to amend the height limit to 55 feet. Marshall Ramsey, Chamber President, indicated that he has had inquiries from potential industries looking to possibly locate to the area that would have structures taller than the 45 feet allowed. Looking at other cities in the region, Morristown's height limit for heavy industry structures are lower than any other city relatively comparable in size.

<u>Other cities:</u>	<u>Zoning District</u>	<u>Height</u>
Bristol	M-3, Heavy Industrial District	65 ft.
Greeneville	M-2, High Impact Use	70 ft.
Johnson City	I-2, Heavy Industrial District	No Limit
Kingsport	M-2, Heavy Manufacturing	No Limit
Mt. Juliet	Industrial District	50 ft.
Oak Ridge	IND-3, Heavy Industrial District	No Limit

After reviewing the maximum height requirements in other communities in the region and after consulting with Bill Honeycutt, Fire Chief, staff is in support of this request.

The Planning Commission at its September 12th meeting voted 6 to 0 to recommend approval of this text amendment.

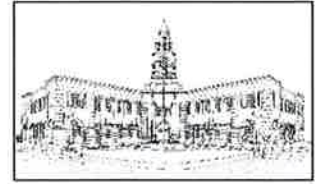
RECOMMENDATION:

In order to be competitive with other cities in the region, staff recommends approval of the proposed text amendment.

City of Morristown

Incorporated 1855

DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING



TO: Morristown City Council
FROM: Josh Cole, Planner
DATE: September 19, 2017
SUBJECT: Rezoning Request for property located at 337 Central Church RD.

BACKGROUND:

This is a staff initiated rezoning request of a seven acre parcel located at 337 Central Church Road. Staff is requesting the property be rezoned from PCD (Planned Commercial District) to R-3 (High Density Residential).

This property was before the Morristown Regional Planning Commission last month and received approval as a Planned Unit Development Fire Station 4. After reviewing this PUD, staff realized the inappropriateness of PCD zoning along Central Church Road. This commercial district was intended for collector and arterial roadways. Staff is seeking such rezoning to stop business development from encroaching further onto this road which is insufficient to handle such traffic and into residential areas. This city owned property is surrounded to the north, east, and west by R-2 (Medium Density Residential) and IB (Intermediate Business) only to the south. This rezoning will bring the property into conformance with both the surrounding zoning and the city's future land-use plan. The recently approved fire station is permitted in the R-3 district.



The Planning Commission at its September 12th meeting heard this rezoning request and recommended approval by a vote of 7 to 0

RECOMMENDATION:

The rezoning request is consistent with the surrounding zoning and is consistent with the city's Future Land Use Plan. Staff recommends approval of the proposed request.

ORDINANCE NO. _____
ENTITLED AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF
THE CITY OF MORRISTOWN, TENNESSEE, APPENDIX B.

{Rezoning of Hamblen County Tennessee Tax Parcel ID # 032040E E 02400,
currently addressed as 337 Central Church Road, from PCD (Planned
Commercial District) to R-3 (High Density Residential)}

SECTION I. WHEREAS, the Morristown Planning Commission has recommended to the City Council of the City of Morristown that a certain amendment be made to Ordinance No. 2092, known as the Zoning Ordinance for the City of Morristown, Appendix B;

NOW, THEREFORE, in order to carry into effect the said amendment:

SECTION II. BE IT RESOLVED by the City Council of the City of Morristown that Ordinance No. 2092 be and the same hereby is amended so as to provide that the following described real estate be rezoned from Planned Commercial District (PCD) to High Density Residential (R-3);

*SITUATE in the First Civil District of Hamblen County Tennessee, to wit:
BEING Lot 3 of McCoy/Matthews Property as shown by plat of record in Plat Cabinet H, Slide 389 in the Register's Office of Hamblen County, Tennessee, and which is described more particularly as follows:
BEGINNING at an iron pin in the western right of way of Central Church Road, said point is located 30 feet from the centerline of the roadway, corner to Lot 1 McCoy/Matthews Property; thence with the said western right of way boundary of Central Church Road South 28 deg. 21 min. 42 sec. East 300.18 feet to an iron pin corner to Lot 2 McCoy/Matthews Property; thence with the northwestern boundary of Lot 2 South 59 deg. 01 min. 08 sec. West 144.86 feet to an iron pin; thence continuing with Lot 2 South 28 deg. 32 min. 48 sec. East 100.18 feet to an iron pin in the northwestern boundary of Shockley; thence with the northwestern boundary of Shockley and Frazier South 58 deg. 53 min. 21 sec. West 233.21 feet to a t-post; thence South 59 deg. 11 min. 36 sec. W 301.71 feet to a wood post, in the boundary of Echo Hill Subdivision; thence North 29 deg. 27 min. 30 sec. West 499.12 feet to a wood post, corner to Herrera; thence with the southeastern boundary of Herrera North 58 deg. 57 min. 14 sec. Est 543.98 feet to a point in the wood fence, corner to Lot 1; thence with the southwestern boundary of Lot 1 South 28 deg. 23 min. 34 sec. East 100 feet to an iron pin; thence with the southeastern boundary of Lot 1 North 59 deg. 03 min 17 sec. East 145.03 feet to an iron pin, the point of BEGINNING, containing 7.19 acres, according to the survey of Richard L. Kent , TN RLS No. 2040, dated October 14, 2016.*

SECTION III. BE IT FURTHER ORDAINED that all maps, records and necessary minute entries be changed so as to effect the amendment as herein provided, to the extent that the area herein above described shall be permitted to be used for Intermediate Business (IB) uses exclusively.

SECTION IV. BE IT FURTHER ORDAINED that all ordinances or parts of ordinances in conflict herewith be, and the same are, repealed to the extent of such conflict but not further or otherwise.

SECTION V. BE IT FURTHER ORDAINED that this ordinance takes effect from and after the date of its final passage, the public welfare requiring it.

Passed on first reading this the 19th day of September 2017.

MAYOR

ATTEST:

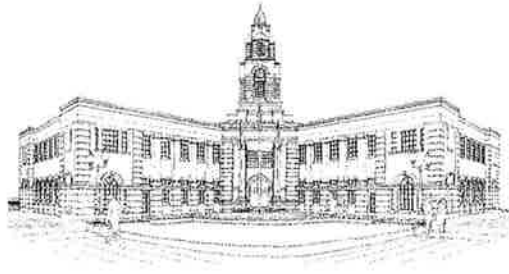
CITY ADMINISTRATOR

Passed on second and final reading this the 3rd day of October 2017.

MAYOR

ATTEST:

CITY ADMINISTRATOR



Morristown City Council Agenda Item Summary

Date: September 13, 2017

Agenda Item: Approval of Request for Qualifications – Airport Consulting Engineering Services

Prepared by: Joey Barnard

Subject: Consulting Engineering Services for the Morristown Regional Airport

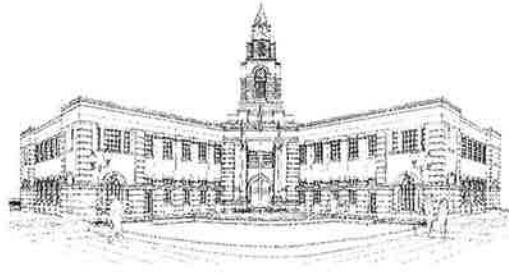
Background/History: In accordance with the Federal Aviation Administration Advisory Circular 151/2100-14E, The City of Morristown intends to select a licensed consulting engineering firm. Professional services to be performed in general consist of, but are not limited to: General Supervision including Design, Environmental Review and Analysis, Planning and Programming, Construction Administration, Land Surveying, Construction Layout, Architectural Design, Noise Studies, Preparation of Disadvantaged Business Enterprises (DBE) Plans, Resident Representation, and Quality Assurance Testing of the project components. The selection criteria were established to ensure that all interested parties would be able to submit and be objectively evaluated based on their submittal. The proposals were evaluated by a three-member committee. Each member evaluated each proposal independently. The rankings of each evaluation committee member were summarized and the top three was determined. The top three proposers were interviewed. Upon the approval of the selected proposer, the City of Morristown is seeking an initial contract that may extend for a period of up to five (5) years.

Findings/Current Activity: The Request for Qualifications was advertised in multiple publications. Those dates and publications were as follows: the *Citizen Tribune* on July 27, 2017 and on July 31, 2017; the *Knoxville-News Sentinel* on July 27, 2017. Additionally, the Request for Qualifications was posted to the City of Morristown's website and through Vendor Registry, an on-line facilitation website. The submission deadline was 2:00 PM on Thursday, August 10, 2017. We received eight (8) responses.

Financial Impact: The funding for the consultant is approved on a project by project basis by the Airport Commission and City Council. Projects are predominately funded with federal and state funds. Funds are appropriated annually for these projects.

Action options/Recommendations: The selection committee recommended Michael Baker International for approval as airport consultant to the Morristown Airport Commission. It should be noted that Michael Baker International was the previous airport consultant. The Morristown Airport Commission voted unanimously to accept the recommendation at its meeting held September 13, 2017. It is the recommendation of the Morristown Airport Commission to allow Tony Cox, City Administrator, to enter into contract negotiations with Michael Baker International.

Attachments: None



Morristown City Council Agenda Item Summary

Date: September 13, 2017

Agenda Item: Approval of Bid–Demolition of Property

Prepared by: Joey Barnard, Finance Director

Subject: Demolition of Property Bid

Background/History: In accordance with City of Morristown ordinances, it has become necessary to demolish several dilapidated buildings within the City of Morristown. These structures were identified by the City of Morristown inspections staff to pose a potential threat to the health and welfare of the community. Hazards associated with these unfit properties will be eliminated for the safety of the citizens within the community. Additionally, demolition of these buildings will improve the appearance of the lots and in turn the overall appearance of the City. This ensures that property values of these parcels and surrounding parcels are maintained. Inspections originally identified twelve (12) buildings that needed to be razed. As of the date of this summary, ten (10) properties remain that need to be razed. Property owners have addressed issues with two (2) of these properties by razing the structures themselves, or by pulling a building permit. Hearings have been held in compliance with City ordinances, and these properties will be razed once all legal proceedings have been exhausted.

Findings/Current Activity: The bid was advertised in the *Citizen Tribune* on August 29, 2017 and on August 31, 2017; in the *Knoxville News Sentinel* on August 29, 2017. Additionally, the bid was posted to the City of Morristown's website and through Vendor Registry, an on-line facilitation website. The submission deadline was 2:00 PM on Wednesday, September 13, 2017. We received six (6) responses.

Financial Impact: The bids received are within the amount that has been appropriated for this purpose in the 2017-18 budget. The bid allowed for the properties to be awarded individually so that the City may take advantage of the best possible pricing. Based on the bids submitted, the properties will be divided between three vendors to obtain the maximum cost savings. The overall financial impact of the approval of the bid will be \$38,350.95. Jerry Johns Excavating, LLC will be responsible for two (2) properties totaling \$12,000.00. East TN Turf and Landscape will be responsible for one (1) property totaling \$5,500.00. Allstar Construction will be responsible for seven (7) properties totaling \$20,850.95. These amounts could be less if the property owners take action to the structures prior to actual demolition by the entity approved by the City of Morristown. A lien will be placed against each property to recover all costs incurred by the City of Morristown.

Action options/Recommendations: It is staffs' recommendation to approve the best and lowest bids submitted by Jerry Johns Excavating, LLC, East TN Turf and Landscape, and Allstar Construction and to allow the city administrator to enter into a contract with each entity.

Attachments: Bid Tabulation.

City of Morristown
Demolition of Property Bid August 2017
Wednesday, September 13, 2017
2:00 PM

Location	Jerry Johns Excavating, LLC	East TN Turf & Landscape	Bewley Excavation	Taff and Frye Co. Inc	Allstar Construction	ASG Development
423 MacArthur Street	\$ 3,200.00	\$ 3,500.00	\$ 7,800.00	\$ 5,800.00	\$ 1,996.13	\$ 3,600.00
1214 Buffalo Trail	\$ 4,500.00	\$ 5,500.00	\$ 7,600.00	\$ 7,250.00	\$ 3,876.17	\$ 13,800.00
220 Rosedale Avenue	\$ 3,400.00	\$ 6,500.00	no bid	\$ 11,250.00	\$ 6,129.50	\$ 11,700.00
506 S Fairmont Avenue	\$ 4,000.00	\$ 5,500.00	\$ 7,400.00	\$ 10,450.00	\$ 2,996.13	\$ 11,700.00
345 Jarnigan Avenue	\$ 4,500.00	\$ 5,000.00	\$ 6,540.00	\$ 8,450.00	\$ 2,994.13	\$ 11,700.00
322 Cleveland Avenue	\$ 3,500.00	\$ 3,500.00	\$ 5,400.00	\$ 6,450.00	\$ 2,996.13	\$ 11,500.00
328 Cleveland Avenue	\$ 3,200.00	\$ 3,800.00	\$ 5,400.00	\$ 6,450.00	\$ 2,996.13	\$ 10,700.00
333 Cleveland Avenue	\$ 4,000.00	\$ 3,500.00	\$ 5,400.00	\$ 5,450.00	\$ 2,996.13	\$ 10,700.00
420 W 6th N Street	\$ 8,600.00	\$ 25,000.00	no bid	\$ 13,450.00	\$ 13,982.50	\$ 28,650.00
458 Laurel Street	\$ 6,000.00	\$ 5,500.00	\$ 9,800.00	\$ 13,550.00	\$ 7,465.10	\$ 23,650.00
Total	\$ 12,000.00	\$ 5,500.00			\$ 20,850.95	

Total Cost to the City \$38,350.95



Morristown City Council Agenda Item Memo

Date: September 15, 2017

Agenda Item: Police Vehicle Purchase

Prepared by: Joey Barnard

Subject: Vehicle Purchase – Police Department

The Morristown Police Department is seeking approval for the following vehicle purchases through State Wide Contract #209. Funds have been appropriated for these purchases.

Patrol Division	Price
One (1) Special Service Dodge Ram 1500 Pickup outfitted for K9 use	\$41,773.86
Seven (7) Special Service Durango SUVs outfitted for patrol use with graphics	\$247,941.88
Investigations Division	Price
Two (2) Special Service Durango SUVs outfitted for detective use	\$67,666.02
Total Cost	\$357,381.76

Inspection and Maintenance Agreement

(I&M Agreement)

City of Morristown, TN

100 West 1st North Street

Morristown, TN 37814

(423) 581-0100

Inspection and Maintenance Agreement (I&M Agreement)

THIS AGREEMENT, made and entered into this 8th day of August, 2017, by and between Brandon Sawyer hereinafter called the "Landowner", and
(Insert Full Name of Owner)
the City of Morristown, TN hereinafter called "City".

WITNESSETH, that

WHEREAS, the Landowner is the owner of certain property described as _____
045 019 002.00 as recorded by deed in the last land records of
(Insert Hamblen County Tax & Parcel Number)

Hamblen County, TN, Deed Book 418 Page 104, hereafter called the "Property".

WHEREAS, the Landowner is proceeding to build on and develop the property; and

WHEREAS, the Site Plan/Subdivision known as Malar Contract Lighting
(Name of Plan/Development)

hereafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the City, provides for management of stormwater within the confines of the property; and

WHEREAS, the City and the Landowner, its successors and assigns, agree that the health, safety and welfare of the residents of the City of Morristown, Tennessee, require that on-site stormwater management/BMP facilities be constructed and maintained on the Property; and

WHEREAS, the City requires that on-site stormwater management/BMP facilities, as shown on the Plan, be constructed and adequately maintained by the Landowner, its successors and assigns.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The on-site stormwater management/BMP facilities shall be constructed by the Landowner, its successors, and assigns, in accordance with the plans and specifications identified in the Plan and shall, upon construction completion, be certified as such by the Plan's Engineer of Record.
2. The Landowner, its successors, and assigns, shall adequately maintain the stormwater management/BMP facilities as outlined in the Plan and contained within the Landowner's property. This includes all pipes and channels built to convey stormwater to and from the facility, as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as good working condition, so that these facilities

are performing their design functions. Those maintenance procedures outlined in the Plan and the City's approved BMP guidelines shall be practiced at a minimum. Common maintenance shall include the removal of debris (leaves, lawn clippings, sticks, etc.) and trash after rainfall events, checking outlet structures for clogging and cleaning, as necessary, repairing erosive areas promptly upon observation, and removing accumulated sediment.

3. The Landowner, its successors, and assigns, shall inspect the stormwater management/BMP facility and report to the City Engineer if any major repairs (i.e. structural) are necessary. The purpose of the inspection and reporting is to assure safe and proper functioning of the facilities. The inspection shall cover the entire facilities, berms, outlet structure, pond areas, access roads, etc and shall be performed at such times and such manner as to accomplish these objectives.
4. The Landowner, its successors, and assigns, will perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the stormwater management/BMP facilities (including sediment removal) is outlined on the approved plans or in the City's BMP guidelines, the Landowner, its successors, and assigns, shall adhere to the schedule.
5. The Landowner, its successors, and assigns, hereby grant an easement to the City, its authorized agents, and employees, to enter upon the Property and to inspect the stormwater management/BMP facilities whenever the City deems necessary. The purpose of inspection may be to check the facility for proper functioning, to follow-up on reported deficiencies or repairs, to respond to citizen complaints, and/or to check for any other reasons the City deems necessary. If problems are observed, the City shall provide the Landowner, its successors, and assigns, copies of the inspection findings and a directive to commence with the repairs within a specified timeframe.
6. In the event the Landowner, its successors, and assigns, fails to maintain the stormwater management/BMP facilities in good working condition acceptable to the City, the City may enter upon the Property and take the steps necessary to correct deficiencies identified in the inspection report. This provision shall not be construed to allow the City to erect any structure of permanent nature on the land of the Landowner, outside of the easement, for the stormwater management/BMP facilities. It is expressly understood and agreed that the City is under no obligation to routinely maintain or repair said facilities, and in no event shall this Agreement be construed to impose any such obligation on the City.
7. In the event the City, pursuant to this Agreement, performs work of any nature or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Landowner, its successors, and assigns, shall reimburse the City upon demand, within sixty (60) days of receipt thereof, for two hundred percent (200%) of all actual costs incurred by the City hereunder.
8. If the Landowner fails to pay the City for two hundred percent (200%) of their incurred expenses within sixty (60) days of receipt of written notice, the Landowner authorizes the City to place a lien against the property in an amount equal to two hundred percent (200%) of said expenses.
9. If the Landowner fails to reimburse the City, as described above, the Landowner further authorizes the City to collect said expenses from the Landowner through other appropriate legal action, with the Landowner to be liable for the reasonable costs of collection, court costs, and attorney fees.

10. This Agreement imposes no liability of any kind whatsoever on the City, and the Landowner agrees to hold the City harmless from any liability in the event the stormwater management/BMP facilities fail to operate properly.
11. This Agreement shall be recorded among the land records of Hamblen County, Tennessee, and shall constitute a covenant running with the land, and shall be binding on the Landowner, its administrators, executors, assigns, heirs and any other successors in interest.

WITNESS the following signatures and seals:

Malar Contract Lighting
Company/Corporation/Partnership Name (Seal)

By: Brandon Sawyer

Bil Sayer
(Type Name)

Owner
(Type Title)

State of Tennessee

County of Hamblen

The foregoing Agreement was acknowledged before me this 9th day of August, 2017.

by Brandon Sawyer
Liaolua Sawyer
Notary Public

My Commission Expires 3/24/2020

Approved as to form:

[Signature] 9-6-17
City Attorney Date

Approved by the City:

Mayor Date



From the Desk of

Debbie Stamey
Deputy Clerk/Executive Assistant
(423) 585-4603
e-mail dstamey@mymorristown.com

TO: Mayor and City Council

RE: MAYOR APPOINTMENT

DATE: September 15, 2017

The Mayoral appointment to Morristown Hamblen Humane Society, Stan Eversole, has resigned. The Mayor will appoint someone to fill that position at the September 19, 2017, City Council meeting.

Memo

To: Mayor and Council

From: Bill Honeycutt, Fire Chief

Date: September 12, 2017

RE: PROMOTIONS

The department has received an announced retirement date of September 29, 2017 for one of our veteran Lieutenants; therefore, in order to properly manage personnel assignments, I'm requesting the Mayor and Council to appoint an eligible candidate to the position of **Lieutenant** during the regularly scheduled Council meeting on September 19th with the effective date of promotion to be October 1, 2017.

Additionally, once Council appoints someone to the Lieutenant position, that individual vacates a Driver position; so, I'm also requesting Council to appoint an eligible candidate to the position of **Driver** with an effective date of October 1, 2017.

Once the two requested appointments become official, the department will have an additional vacancy at entry-level firefighter; current plans are to address firefighter vacancies during the January 2018 timeframe.

Your Council packet should include certified Civil Service rosters from which you may appoint a qualified candidate. **I'm prepared to make recommendations.**

CIVIL SERVICE BOARD

P. O. Box 1499 • MORRISTOWN, TN 37816

Fire Department Lieutenant Roster


Revised on April 5, 2017 to Reflect Testing, **Promotions** and /or Corrections

	<u>RANK AND NAME</u>	<u>EXPIRES</u>
1	Brian Wallace	31-Jan-19
2	Keith Rouse	31-Jan-19
3	Danny Case	31-Jan-19
4	Mark Brewer	31-Jan-19
5	Jeff McDaniel	31-Jan-18
6	Nathan Atkins	31-Jan-18
7	Jonathan Benfield	31-Jan-19
8	Doug Lephew	31-Jan-19
9	Brandon Williams	31-Jan-19
10	Doug Allison	31-Jan-19
11	Doyle Whitmill	31-Jan-19
12	Thomas Evans	31-Jan-18

Civil Service Board



Lee Parker, Chairman



Date

Fire Department Driver/Engineer Roster

Revised on May 16, 2017 to Reflect Testing, **Promotions** and /or Corrections

	<u>RANK AND NAME</u>	<u>EXPIRES</u>
1	Gary Underwood	31-Jan-19
2	Preston Mayes	31-Jan-19
3	Jeramy Shope	31-Jan-19
4	Ben Lowe	31-Jan-19
5	Scott Seal	31-Jan-19
6	John Heatherly	31-Jan-19
7	Greg Yount	31-Jan-19
8	Chris Hurst	31-Jan-19
9	Kevin Brown	31-Jan-19
10	Lisa Kirkpatrick	31-Jan-19
11	Steven Keller	31-Jan-19
12	Brian Williams	31-Jan-19
13	Bradley Cooper	31-Jan-19

Civil Service Board


Lee Parker, Chairman

5-19-2017
Date

2016 Consolidated Annual Plan Evaluation and Review (CAPER)

Re; 7-1-16 to 6-30-17 CDBG program

City of Morristown, TN

Summary

The Community Development Block Grant (CDBG) Program was enacted in 1974 as the cornerstone of federal investment in our nation's communities. The Act, signed by then-President Gerald Ford, stated that sustained action by all levels of government is necessary to maintain viable urban [and rural] communities. This could not be more true than now with the economic down turn wreaking havoc on communities nationwide.

CDBG is arguably one of the Federal government's most successful domestic programs. CDBG also provides crucial funding to small and rural communities for basic infrastructure and facilities. When disaster strikes, Congress invariably turns to the CDBG program to provide relief to States, counties, and cities in times of hurricanes, floods, wild fires, and in the aftermath of the disaster on 9/11. The success of the program stems from its utility; providing cities, counties, and States with the flexibility to address their unique community development needs. It helps fund a wide-range of activities, including housing-related assistance, public improvements, public services, and economic development projects.

This year marks the 43rd anniversary of the CDBG program. The CDBG program provides grants to over 1,200 local governments to create neighborhood approaches that improve the physical, economic and social conditions in communities for low- and moderate-income persons. Communities use CDBG to fund a variety of activities including housing rehabilitation, business assistance, senior services, and infrastructure - to name a few. Every \$1.00 of CDBG leverages another \$3.65 in other funding; bringing additional vital resources to low-income communities.

This is an impressive track record that grantees have compiled in our wise stewardship of the program. In this current economic climate the need to maintain services and assistance to low- and moderate income households is overriding.

CDBG provides vital funding to projects and services within each of the 1,169 cities, counties, and States which receive the funding; projects that directly impact the lives of our low- and moderate-income citizens. CDBG provides the flexibility to fund a myriad of activities, fill gaps where needed, and attract additional resources to projects. This combination of CDBG with other funding sources adds to our national economy and to the betterment of the lives of our citizens through improved neighborhoods and a better quality of life. The problems which CDBG funds address have not lessened, but have grown more acute over time. With the down turn in the economy, CDBG is needed more than ever to help our communities.

CDBG entitlement funds and City general funds are utilized to assist the City of Morristown residents with the three national goals of the HUD CDBG program. Those three goals are to provide decent affordable housing, to help create a suitable living environment, and to expand economic opportunities. Leadership begins with the City's elected officials, the approval of the Consolidated Plan and the yearly approval of the Action Plan.

The City of Morristown is an entitlement jurisdiction, receiving an annual allocation of CDBG funds from the U.S. Department of HUD. A requirement of CDBG entitlement communities is the preparation and implementation of a Consolidated Plan for Housing and Community Development and an Annual Action Plan update annually.

The Annual Action Plan is a document that describes the City of Morristown's HUD funded projects and community development related activities that are planned to be conducted within the community in the upcoming fiscal year. These activities must be consistent with the City's 5 year Consolidated Plan. Each year the CDBG program and the proposed allocation of funds are presented during public hearings to allow community members input prior to completion, approval, and submission of the Action Plan.

The Consolidated Plan for Housing and Community Development is a requirement of the 1990 National Affordable Housing Act and the Community Development Plan, for the U.S. Department of Housing and Urban Development (HUD). A local Consolidated Plan is required of Entitlement Communities receiving Community Development Block Grant (CDBG) Funds under HUD's housing and service programs related to the needs of low to moderate income persons. The City of Morristown's third five year Consolidated Plan was developed in 2014. This report represents our 3rd year into the third plan.

Each year Entitlement Communities, as designated by HUD, must submit an Annual Action Plan to HUD at least 45 days prior to the beginning of the new fiscal year. The Citizen's Participation Plan assures that local citizens have adequate time to review and comment upon funding proposals within the Action Plan. Any information received during the comment periods or the public hearings must be attached to the Action plan prior to submittal to HUD. Also each year, 90 days after the end of the fiscal/program year, entitlements must submit the Consolidated Annual Performance Evaluation and Review (CAPER) report to HUD after the public has had opportunity to review and comment.

The Public Hearings to solicit public input for this CAPER were held on September 11, 2017 at 12pm and 5pm, with a final hearing during the City Council meeting on September 19, 2017. A draft of the proposed CAPER was made available to the public on September 5, 2017. The final, approved CAPER will be sent to HUD by September 28, 2017.

All programs funded by the City of Morristown with CDBG entitlement funds are in accordance with HUD regulations. The City of Morristown's FY 2016 funding represents the 13th year of receiving entitlement grant funds. The amount of funding for FY 2016 was \$242,072.00 The 2016 Action Plan funded the following:

Homeowner rehab/Emergency Assistance	\$90,000.00
Parks and Recreation	\$19,328.80
Rose Center (HVAC)	\$19,328.80
MHCS Homeless prevention program	\$10,000.00
TVCH CoC HUD HMIS Program	\$5,000.00
Façade Economic Development Program	\$50,000.00
Administration (20%)	<u>\$48,414.40</u>
TOTAL	\$242,072

Project Title: Homeowner Rehab (homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.)

Project Description: This program includes; homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.

Priority Need/Local Objective: The need for rehabilitation of single family owner occupied homes and economic development were both identified as moderate level priorities in the Morristown 2014 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Homeowner single unit rehab/emergency repair	LMI	14a	570.202

Project ID	Type of Recipient	Start Date	Completion Date
82	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
Rehab 6 units	6	82	5

(5 HOME funded major rehab jobs were also completed this year)

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Availability/Accessibility	Rehab 6 eligible units	Monitor through completion	6	5

Project Title: Façade Program

Project Description: Provide up to 7 exterior renovation grants to qualifying businesses.

Priority Need/Local Objective: The need for economic development assistance to businesses was identified as a moderate level priority in the Morristown 2014 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Direct financial assistance for for-profits	LMA	18a	570.203(b)

Project ID	Type of Recipient	Start Date	Completion Date
87	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
# of improved facades	7	87	8

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Sustainability	Improve 7 businesses facades	Monitor through completion	7	8

Project Title: (HMIS) Homeless Management Information System

Project Description: This is a computerized data collection application designed to capture client-level information over time on the characteristics and service needs of men, women, and children experiencing homelessness, while also protecting confidentiality in a 12+ county area.

Priority Need/Local Objective: The need for homeless facilities/services was identified as a medium level priority in the Morristown 2014 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Public Services	LMLC	05	570.201(e)

Project ID	Type of Recipient	Start Date	Completion Date
86	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
# of clients served	200	86	205

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	200	205

Project Title: Central Services Homeless Prevention Program

Project Description; Funding will be utilized for direct client services including rent and mortgage payments to prevent eviction, and emergency utility assistance.

Priority Need/Local Objective: The need for homeless facilities/services was identified as a medium level priority in the Morristown 2014 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Public Services	LMLC	05	570.201(e)

Project ID	Type of Recipient	Start Date	Completion Date
85	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
# of clients served	1000	85	2958

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	1000	2958

Project Title: Farmers Market Park Phase II

Project Description: Design and construct site improvements

Priority Need/Local Objective: The need for better community recreation facilities was identified as a high level priority in the Morristown 2009 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Parks/Recreational Facilities	LMA	03F	570.201(c)

Project ID	Type of Recipient	Start Date	Completion Date
85	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
# of new improvements	1	85	1

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Availability/ Accessibility	Insure accessibility improvements	Monitor construction	1	1

Project Title: Wildwood Park Parking Lot Construction

Project Description: Construct ADA compliant parking lot

Priority Need/Local Objective: The need for better community recreation facilities was identified as a high level priority in the Morristown 2009 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Parks/Recreational Facilities	LMA	03F	570.201(c)

Project ID	Type of Recipient	Start Date	Completion Date
83	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
# of new bathrooms	1	83	0

(This project was placed on hold by Finance/Parks & Rec departments.)

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Availability/ Accessibility	Construct 1 ADA compliant parking lot	Monitor construction of parking lot	1	0

Project Title: Rose Community Center Repairs

Project Description: Perform priority/energy efficient renovations to the center relating to energy conservation and safety.

Priority Need/Local Objective: The need for community recreation facilities was identified as a high level priority in the Morristown 2014 Consolidated Plan.

National CDBG Eligible Activity Category	CDBG National Objectives	HUD Matrix Code	CDBG Citation
Non-Residential Historic Preservation	LMA	16b	570.202(d)

Project ID	Type of Recipient	Start Date	Completion Date
68	Local Government	7-1-16	6-30-17

Performance Indicator	Proposed Annual Units	IDIS Activity #	Units Upon Completion
HVAC repair/replacement	3	68	3

Annual Action Plan Performance Measurement

National Performance Measure Objective	National Performance Measure Outcome	Specific Objectives	Proposed Actions	Accomplishment Data by CDBG Program Year	
				Proposed	Actual
Create suitable living environment	Sustainability	Replace / repair HVAC systems	Monitor through completion	3	3

Monitoring of the Community Development **program** includes, but is not limited to, the following;

Five year consolidated plan completion, annual action plan completion, citizen participation plan compliance, consolidated annual performance review, federal expenditure timeliness compliance, quarterly federal cash transaction reports, semi-annual labor department standards report, annual minority business enterprise reports, annual section 3 compliance reports, monthly fair housing compliance, federal Integrated Disbursement and Information System compliance, title VI compliance, CDBG certification, IT security, GAO reporting, online reporting at federalreporting .gov, and daily project review.

Monitoring of Community Development **projects** require, but is not limited to, the following;

Environmental Review, financial reporting, Davis-Bacon Wage rate compliance, federal and local regulatory compliance, equal opportunity/fair housing regulations compliance, HUD national objective compliance, HUD performance measurement framework, contractor review/compliance, sub-grantee monitoring, eligibility requirement monitoring, LMI and federal regulations compliance, lead paint review, and energy star/green building review.

Annual Reports

(A Consolidated Plan for Community Development needs must be completed every 5 years)

Consolidated Annual Performance Evaluation Report (CAPER)

Annual Action Plan (AP)

AP Amendments

HOME grant application

ESG grant application

Federal Timeliness Report

Title VI

Semi Annual Reports

Section 3

HUD Davis-Bacon Labor Dept report 4710

Minority Business Enterprise report (MBE)

Quarterly Reports

Federal Cash Transaction report (FCT)

Neighborhood Stabilization Program report (NSP)

CDBG-R report (ARRA funds)

Emergency Shelter Grant reports (ESG)

Monthly and Project Reports

HUD Field Office report

Department Summary reports

Environmental Reports

Davis Bacon Payroll reviews
IDIS (Integrated Disbursement and Information System) Federal finance
reports, project reports and performance measurement reports.
Fair Housing reports as needed
Project set-up and progress reports