

**WORK SESSION AGENDA
MAY 1, 2018
4:00 p.m.**

1. **Agenda Review**

**AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
MAY 1, 2018 – 5:00 P.M.**

1. **CALL TO ORDER**

Mayor Gary Chesney

2. **INVOCATION**

Mike Cutshaw, Chaplain, Morristown Police Department

3. **PLEDGE OF ALLEGIANCE**

4. **ROLL CALL**

5. **APPROVAL OF MINUTES**

1. April 17, 2018

6. **PROCLAMATIONS/PRESENTATIONS**

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

8. **OLD BUSINESS**

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

9. **NEW BUSINESS**

- 9-a. **Resolutions**

- 9-b. **Introduction and First Reading of Ordinances**

9-c. Awarding of Bids/Contracts

1. Approval of Request for Proposal (RFP) – Sale of Confiscated Weapons.
2. Approval of Tennessee State Route 66 Corridor Management Agreement Memorandum of Understanding Corridor Management Along State Route 66.
3. Approval of the 2018 – 15th Plan Year – Community Development Block Grant Action Plan – Activities Summaries 7-1-18 to 6-30-19.

9-d. Board/Commission Appointments

1. Mayor or Mayor's Designee to the Morristown-Hamblen Humane Society (appointed annually) term to expire on May 15, 2019; term expiring Willie Santana.
2. Mayor's appointment or re-appointment to the Morristown-Hamblen Humane Society for a three (3) year term to expire on May 15, 2021; term expiring Melba Norfolk (who is serving the remainder of Stan Eversole's term).

9-e. New Issues

10. CITY ADMINISTRATOR'S REPORT

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

May 11, 2018	(Fri.) 9:00 a.m.	City Administrator's Budget Presentation to City Council Keener Room, Rose Center
May 15, 2018	(Tues) 3:45 p.m.	Finance Committee Meeting
May 15, 2018	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
May 15, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
May 28, 2018	(Monday)	City Employee's Holiday Memorial Day
Jun. 5, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jun. 5, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Jun. 19, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jun. 19, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Jul. 3, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jul. 3, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
July 4, 2018	(Wednesday)	City Employee's Holiday Independence Day
Jul. 17, 2018	(Tues) 3:45 p.m.	Finance Committee Meeting
Jul. 17, 2018	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Jul. 17, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Aug. 7, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Aug. 7, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Aug. 21, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Aug. 21, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session

WORK SESSION AGENDA
MAY 1, 2018

- 1. Plaza Design**
- 2. Non-profits**
- 3. Travel Policy**

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
APRIL 17, 2018**

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, April 17, 2018, with the Honorable Mayor Gary Chesney, presiding and the following Councilmembers present; Kay Senter, Dennis Alvis, Ken Smith, and Tommy Pedigo, absent; Bob Garrett and Chris Bivens.

Mark Burford, Senior 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 April 3, 2018, minutes as circulated. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to approve the bid for a Salt Spreader in the amount of \$8,990 to Kingsport Iron and Metal. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the best and lowest bid for a Knuckle Boom Truck, in the amount of \$133,139.69 to Springfellow, Inc. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to re-appoint Robert Russell to the Hamblen County Board of Equalization for a two (2) year term expiring May 1, 2020. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to re-appoint Michael Price, J. Eddie Fuller and Max Cook to the Construction Board of Adjustments, Appeals and Examiners for three (3) year terms to expire May 1, 2021. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the Insurance Recommendation for 2018/2019 Budget Year. Councilmember Pedigo seconded the motion and upon roll call; all voted: "aye".

City Administrator Tony Cox introduced Jason Chadwell, Panther Creek State Park Manager, who gave a State of the Park presentation to the City Council.

April 17, 2018

Mayor Chesney adjourned the April 17, 2018, City Council meeting at 5:31 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR

DRAFT



Morristown City Council Agenda Item Summary

Date: April 25, 2018

Agenda Item: Approval of RFP – Confiscated Weapons

Prepared by: Joey Barnard

Subject: Confiscated Weapons RFP

Background/History: As required by Chapter 17, Title 39, of the *Tennessee Code Annotated* the sale will be conducted under contract with a licensed firearm dealer. Fair Market Value has been estimated to be a total of \$8,850.00 for the weapons included in the RFP. On average, firearm dealers offer 35 – 40 % of market value.

Findings/Current Activity: The RFP was advertised in the *Citizen Tribune* on March 28, 2018 and on March 30, 2018. Additionally, the RFP was posted to the City of Morristown's website and posted to Vendor Registry, an online bid facilitation website. The submission deadline was 2:00 PM on Monday, March 26, 2018. We received three (3) total responses.

Financial Impact: It is the goal to acquire the maximum value of weapons and in the most efficient manner regarding time and the needs of the department.

Action options/Recommendations: It is staff's recommendation to accept the RFP submitted by GT Distributors in the amount of \$4,560.00 for the brokerage of confiscated weapons.

Attachments: Copy of the RFP Tabulation

City of Morristown
Confiscated Weapons RFP
Monday, April 16, 2018; 2:00 PM

Proposer	Stated Percentage	Total Lot
GT Distributors, Inc.		\$ 4,560.00
Kiesler Police Supply		\$ 3,050.00
Compass Auctions & Real Estate, LLC	10%	

**TENNESSEE STATE ROUTE 66
CORRIDOR MANAGEMENT AGREEMENT**

**MEMORANDUM OF UNDERSTANDING
CORRIDOR MANAGEMENT ALONG STATE ROUTE 66**

I. Purpose

The purpose of this Agreement is to provide a framework for the signatory agencies, organizations and governments, within the State of Tennessee Department of Transportation, the City of White Pine, The City of Morristown, Jefferson County and Hamblen County to work collaboratively in the management of State Route 66 (SR66) from W. Andrew Johnson Highway/ SR34/ US Hwy 11E to SR341/ Roy Messer Hwy at I-81 Exit 4 and promote safe and efficient operation, enhance and sustain economic development and support environmental conservation along the corridor. In addition, this Agreement will sustain the planning approaches developed as a result of the SR66 Corridor Study.

II. Agreement

WHEREAS, Tennessee's Long Range Transportation Plan recognizes the value of interregional highway corridors in providing citizens and businesses throughout Tennessee with high quality access to educational, employment, health care and recreational opportunities and supports commerce and tourism; and

WHEREAS, the City of White Pine, The City of Morristown, Jefferson County, Hamblen County and the Lakeway Metropolitan Transportation Planning Organization have supported the SR 66 Corridor Study and all recommendations emerging from it.

WHEREAS, the City of White Pine, The City of Morristown, Jefferson County and Hamblen County Forge have Identified transportation Improvements along the SR 66 corridor In their respective plans and work programs; and

WHEREAS, the City of White Pine, The City of Morristown, Jefferson County and Hamblen County have prepared plans and studies describing their vision for the SR66 corridor, including:

- Transportation plan;
- Improvement Program;
- Overall Land Use Plan

WHEREAS, SR 66 has been identified as a corridor that enhances the economic vitality of the state, providing essential access for the City of White Pine, The City of Morristown, Jefferson County and Hamblen County to major economic markets and cultural centers; and

WHEREAS, the continued growth of the region is leading to increasing travel demand in the corridor, which, if unmanaged, can negatively affect the level of performance and safety experienced by users of the roadway; and

WHEREAS, community leaders, residents and transportation officials have identified this growing travel demand and development pressure as a concern with potential negative consequences

for the safety and operation of the corridor, with potential to degrade the performance of the corridor, and the resulting implications for the economy and quality of life of the region; and

WHEREAS, elected officials, agency staff, and representatives of State of Tennessee Department of Transportation, the City of White Pine, The City of Morristown, Jefferson County, Hamblen County and the Lakeway MTPO have endorsed the development of the SR 66 Corridor Study with the following list of corridor goals:

- Manage and coordinate growth;
- Expand regional mobility;
- Improve and preserve community character
- Mitigate negative impacts to the function of the corridor; and

WHEREAS, through the SR 66 Corridor Study process representatives from the respective jurisdictions will identify specific corridor strategies leading to the attainment of corridor goals.

NOW, THEREFORE, State of Tennessee Department of Transportation, the City of White Pine, The City of Morristown, Jefferson County, Hamblen County and the Lakeway MTPO agree to cooperate in the pursuit, adoption and implementation of the strategies and actions detailed in the **State Route 66 Corridor Study** and enumerated below:

1. **Access Management** – defines the relationship of adjacent land uses and activities to the corridor itself. The nature of that access can have a significant impact on mobility, congestion and safety. Tools to implement the access management strategy may include:
 - Medians/channelization standards;
 - Spacing standards;
 - Corner clearance standards;
 - Driveway design standards;
 - Connectivity and cross-access standards;
 - Street network standards;
 - Access management plans; and
 - Wayfinding signage.

Parties to this agreement recognize the importance of the Access Management strategy and tools to achieving the corridor management goals established for the SR 66 corridor. The parties agree to:

- a. Establish a process for coordinated access permit review and approval; and
 - b. Develop corridor access management standards and a corridor access management plan as part it of the comprehensive plan for State of Tennessee Department of Transportation, the City of White Pine, City of Morristown Hamblen County, and Jefferson County.
2. **Land Use Planning** – describes the location and type of places and activities along a corridor. The organization of those land uses can Influence a variety of factors, including traffic patterns, economic activity and community character. Tools to implement the land use strategy may include:

- Land use plans;
- Zoning, including design overlays;
- Subdivision regulations; and
- Urban services plans.

Parties to this agreement recognize the importance of the Land Use Planning strategy and tools to achieving the corridor management goals established for the SR 66 corridor. The parties agree to:

- a. Develop corridor land development regulations and standards as part of the comprehensive plan for the State of Tennessee Department of Transportation, the City of White Pine, The City of Morristown, Jefferson County and Hamblen County.

3. **Roadway Design and Capacity** – design improvements enhance the safety and operation of the road, while capacity improvements allow more vehicles to travel on the road. Roadway design and capacity is also an important strategy to protect environmental resources in a corridor. Tools to implement the Roadway Design and Capacity Strategy may include: Roadway alignment;

- Travel lane and shoulder widths;
- Medians;
- Crosswalks;
- Bicycle lanes;
- Sustainable stormwater controls;
- On and off-ramp locations;
- Number of travel lanes;
- Intersection geometry and curb radii;
- Channelized right-turns;

Parties to this Agreement recognize the importance of the Roadway Design and Capacity strategy and tools to achieving the corridor management goals established for the SR 66 corridor. The parties agree to:

- a. Develop corridor roadway cross sections with the State Department of Transportation as the lead agency; and
- b. Develop a corridor alignment and capacity plan that defines and preserves required future right-of-way as part of the comprehensive plan for the City of White Pine, The City of Morristown, Jefferson County and Hamblen County

III. Governance

1. Adoption, Amendment and Termination

This Agreement will become effective when an appointed and authorized representative of each State of Tennessee Agency, the City of White Pine, The City of Morristown, Jefferson County, Hamblen County and Lakeway MTPO have placed their signature in the block below.

This Agreement may be amended, in whole or in part, by mutual agreement of all parties as evidenced by signatures on an amended agreement. The signatory parties agree to confer with respect to the continuation of the Agreement, or if there is the necessity for any amendments, on an annual basis. The State Department of Transportation will coordinate this meeting by determining the date and location along with gathering input from the participating Agencies and Cities for preparation of the agenda.

This Agreement shall remain in force until terminated by written agreement of all of the signatory parties.

Notwithstanding the foregoing, the signatory parties may withdraw from this Agreement at any time provided that the withdrawing party notifies the other signatories thirty (30) days in advance of the desired date of withdrawal to allow time to remedy the reason for withdrawal. In the event efforts to remedy the reason for withdrawal are unsuccessful, the withdrawing party may withdraw from the Agreement without prejudice but at the risk of limiting its ability to participate in future activities and improvements taken as part of this Agreement.

2. Programming, Funding, Budgeting and Reimbursement

This Agreement is neither a fiscal nor a funding obligation. Any transfer of funds between signatories that occurs as a result of the actions outlined in this Agreement may take place through applicable laws, agreements, existing authorities and procedures.

Nothing in this Agreement obligate the signatories to expend appropriations, obligate funds or enter into any contract or agreement.

3. Administration

This Agreement will be coordinated by the State Department of Transportation in cooperation with the other signatories. The signatory parties, moreover, shall form a Corridor Management Committee to implement the course of action described in this Agreement. The Corridor Management Committee shall include a designated representative from each of the signatories to this Agreement. Committee members will develop committee rules and operating procedures and establish a regular schedule of meetings.

The Corridor Management Committee will function as the steering committee for this Agreement with the responsibility of providing strategic guidance on the actions described herein. In the absence of corridor wide policies, plans, standards and regulations, the Corridor Management Committee will also serve as a coordinating committee for proposed improvements and projects affecting the corridor. Adoption or approval of any policies, plans, standards or regulations recommended under this Agreement will be at the sole discretion of the legislative and/or appointed bodies of the signatory parties.

IV. Signatures

IN WITNESS WHEREOF, each of the parties hereto has executed this Agreement as of the date shown with the signature below:

CITY OF MORRISTOWN

CITY OF WHITE PINE

Gary Chesney, Mayor Date

Glen E. Warren, Mayor Date

HAMBLEN COUNTY

JEFFERSON COUNTY

Bill Brittain, Mayor Date

Alan Palmieri, Mayor Date

STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION

LAKEWAY METROPOLITAN
TRANSPORTATION PLANNING
ORGANIZATION (LAMTPO)

Commissioner Date

Director Date

2018-15th Plan Year-Community Development Block Grant Action Plan - Activities Summaries 7-1-18 to 6-30-19

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.

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 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 will be attached to the Action plan prior to submittal to HUD.

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 meetings to allow community members input prior to completion, approval, and submission of the Action Plan.

The initial Public Hearings to solicit input regarding community needs for this Action Plan were held on Feb. 9, 2018 and Feb 14, 2018. A draft of the proposed Action Plan was made available to the public April 9, 2018, beginning the final comment period. Two Public hearings were held to solicit comments on the draft Action Plan. The first was on April 13, 2018 and the second was on May 10, 2018. The final hearing for City Council to review the Action Plan was on May 1, 2018. A final comment period was allowed prior to final submission to HUD on May 15, 2018. All comments to date have been requests for funding and general support for the program.

All programs funded by the City of Morristown with CDBG entitlement funds will be in accordance with HUD regulations. The City of Morristown's FY 2018 funding represents the 15th year of receiving entitlement grant funds. The amount of funding for FY 2018 is estimated to be \$261,530.00.

The Action Plan for 2018 will fund the following funding;

Analysis of Impediments to Fair Housing 5 year updates	\$10,000.00
Homeowner Rehab and Emergency Repair	\$69,530.00
City Park Improvements	\$65,000.00
MHCS Homeless Prevention	\$10,000.00
TVCH-HUD HMIS Program	\$5,000.00
Façade	\$50,000.00
Admin	<u>\$52,000.00</u>
Total	\$261,530.00



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: October 13, 2017

The Mayor or Mayor's Designee to the Morristown-Hamblen Humane Society (appointed annually) term to expire on May 15, 2019; term expiring Willie Santana.



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RE: MAYOR APPOINTMENT

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Mayoral appointment or re-appointment to the Morristown-Hamblen Humane Society for a three (3) year term to expire on May 15, 2021; term expiring Melba Norfolk (who is currently serving the remainder of Stan Eversole's term).