

**Pre-Meeting WORK SESSION - Cancelled**  
**September 21, 2021**  
**4:00 p.m.**

**AGENDA**  
**CITY OF MORRISTOWN, TENNESSEE**  
**CITY COUNCIL MEETING**  
**September 21, 2021**  
**5:00 p.m.**

**1. CALL TO ORDER**

Mayor Gary Chesney

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

**5. APPROVAL OF MINUTES**

1. September 7, 2021

**6. PROCLAMATIONS/PRESENTATIONS**

1. Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for fiscal year ended June 30, 2020.

**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**

1. Ordinance No. 3689.03  
To amend Ordinance Number 3689, The City of Morristown, Tennessee Annual Budget for Fiscal Year 2021-2022 and to reclassify funds totaling \$8,450; necessary to appropriate additional funds to the Morristown-Hamblen Library. This Amendment does not increase total appropriations.

**9. NEW BUSINESS**

**9-a. Resolutions**

1. Resolution No. 9-22

Being a Resolution of the City Council of Morristown, Tennessee to Accept the proposed division of the Opioid Lawsuit Settlement amount.

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

1. 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 # 034H I 019.00 from IB (Intermediate Business) to R2 (Medium Density Residential District), the general location being shown on the attached exhibit A. Main St.}

**{Public Hearing Date October 5, 2021}**

2. 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 # 032025 15910 from IB (Intermediate Business District) and Hamblen County Tennessee Tax Parcel ID# 032025 15801 from R2 (Medium Density Residential District) to RP1 (Planned Development Residential District), the general location being shown on the attached exhibit A. 25E/Dalton Ford Rd}

**{Public Hearing Date October 5, 2021}**

**9-c. Awarding of Bids/Contracts**

1. Approval to accept the recommendation from LOSE Design and award the best and lowest bid to Ziggurat Development in the amount \$224,491.00 for Morristown Park Building ADA Improvements.
2. Approval of contract with Pitney Bowes for lease of postage mailing system.
3. Approval to accept the recommendation from LDA Engineering to award the best and lowest bid to East Tennessee Turf & Landscape for the Downtown Water Mains three phase project in a total amount of \$547,136.
4. Approval to declare vehicles and equipment surplus and dispose of properly.
5. Approval of Contract Addendum with David Purkey for Public Safety Communications Modernization.

6. Approval to proceed with the Public Safety Communications Modernization project with a final cost in an amount of \$2,535,778.02.
7. Approval of Stormwater Easement for Durham Landing (John Bell/Summit Medical).
8. Approval to close a portion of Peavine Alley for the month of October 2021 for the Downtown Morristown “pumpkin patch” event.

**9-d. Board/Commission Appointments**

1. City Council appointment or re-appointment to the Morristown-Hamblen Solid Waste System for a three (3) year term expiring October 1, 2024. Term expiring: Tony Cox.
2. Mayor Chesney’s appointment and City Council’s approval of one Councilmember to the Tree Board for a three (3) year term expiring September 1, 2024.

**9-e. New Issues**

**10. CITY ADMINISTRATOR’S REPORT**

1. FY 2020/2021 CDBG Consolidated Annual Plan Evaluation and Review (CAPER)

**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**

**WORK SESSION  
Post-Meeting Work Session  
September 21, 2021**

1. Storybook Trail – Civic Park

**City Council Meeting/Holiday Schedule.**

September 21, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
September 21, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
October 5, 2021	Tuesday	3:30 p.m.	Finance Committee Meeting
October 5, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
October 5, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
October 19, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
October 19, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 2, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
November 2, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 16, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
November 16, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
November 25-26, 2021	Thurs/Fri		City Employee’s Holiday – Thanksgiving Holiday
December 7, 2021	Tuesday	3:30 p.m.	Finance Committee Meeting
December 7, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
December 7, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
December 21, 2021	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
December 21, 2021	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
December 24, 2021	Friday		City Employee’s Holiday – Observance of Christmas Day

**STATE OF TENNESSEE  
COUNTY OF HAMBLLEN  
CORPORATION OF MORRISTOWN  
SEPTEMBER 7, 2021**

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 7, 2021, with the Honorable Mayor Gary Chesney presiding and the following Councilmembers present: Chris Bivens, Bob Garrett, Tommy Pedigo, Kay Senter. Absent: Al A'Hearn.

Councilmember Smith led in the invocation and "Pledge of Allegiance".

Councilmember Senter made a motion to approve the August 17, 2021 minutes as circulated. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Mayor Chesney opened the floor for citizens comments related to Agenda items. No one spoke.

A Public Hearing was held relating to Ordinance No. 3694; No one spoke.

Councilmember Smith made a motion to approve Ordinance No. 3694 on second and final reading. Councilmember Garrett seconded the motion and upon roll call; all voted "aye".

**Ordinance No. 3694**

**Entitled an Ordinance to amend the Municipal Code of the City of Morristown, Tennessee, Appendix B. Rezoning of Hamblen County Tennessee Tax Parcel ID # 032034P B 00300, from CB (Central Business District) to IB (Intermediate Business District) (W. Morris Blvd. and S. Cumberland St.).**

A Public Hearing was held relating to Ordinance No. 3695; Rob Burke spoke.

Councilmember Pedigo made a motion to deny Ordinance No. 3695 on second and final reading. Councilmember Garrett seconded the motion and upon roll call; Mayor Chesney, Councilmembers Chris Bivens, Bob Garrett, Tommy Pedigo and Kay Senter voted "aye". Councilmember Smith voted "no".

**Ordinance No. 3695**

**Being an Ordinance of the City Council of Morristown, Tennessee amending Title 16 of the Morristown Municipal Code and Establishing a Traffic Calming Installation Policy.**

September 7, 2021

Councilmember Bivens made a motion to approve Resolution No. 8-22. Councilmember Smith seconded the motion and upon roll call; all voted “aye”.

**Resolution No. 08-22**

**A Resolution of the City Council of the City of Morristown, Tennessee authorizing the City of Morristown to participate in the Public Entity Partners’ James L. Richardson “Driver Safety” Matching Grant Program.**

Councilmember Pedigo made a motion to approve Ordinance No. 3689.03 on first reading and schedule a public hearing relative to final passage of said ordinance for September 21, 2021. Councilmember Smith seconded the motion and upon roll call; all voted “aye”.

**Ordinance No. 3689.03**

**To amend Ordinance Number 3689, The City of Morristown, Tennessee Annual Budget for Fiscal Year 2021-2022 and to reclassify funds totaling \$8,450; necessary to appropriate additional funds to the Morristown-Hamblen Library. This Amendment does not increase total appropriations.**

Councilmember Smith made a motion to approve the contract between the City of Morristown and the Hamblen County Board of Education for four (4) full-time, as staffing allows, School Resource Officers (SRO) for Fiscal Year 2021-2022. Councilmember Senter seconded the motion and upon roll call; all voted “aye”.

Councilmember Bivens made a motion to accept the proposal for HVAC Preventive Maintenance from Cook’s Mechanical Services and to allow Tony Cox, City Administrator to enter into a contract. Councilmember Smith seconded the motion and upon roll call; all voted “aye”.

Councilmember Bivens made a motion to postpone the consideration of the recommendation from LDA Engineering to award the best and lowest bid to East Tennessee Turf & Landscape for the Downtown Water Mains three phase project in a total amount of \$537,136 and to meet in a Work Session to discuss the project and reconsider at the September 21, 2021 City Council meeting. Councilmember Senter seconded the motion and Mayor Chesney, Councilmembers Chris Bivens, Bob Garrett, Tommy Pedigo and Kay Senter voted “aye”. Councilmember Smith voted “abstained”.

Councilmember Pedigo made a motion to accept the proposal from Mitch Cox Construction, Inc. with option #2 from East Tennessee Turf and Landscape for the Thompson Creek Road Construction project and allow Tony Cox, City Administrator to enter into a contract with Mitch Cox Construction. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

September 7, 2021



Councilmember Pedigo made a motion to approve of the Task Order from Mattern & Craig for Engineering Services for the Thompson Creek Road Construction project in the amount not to exceed \$90,000. Councilmember Smith seconded the motion. Councilmember Senter asked that the minutes reflect the removal of the red dotted line representing a future entrance to Frank Lorino Park from the concept plan and that mention thereof will not be in drawings or wording. Upon roll call; all voted "aye".

Councilmember Senter made a motion to accept the proposal from LDA Engineering in the amount of \$15,500 for professional services for the design and bidding of resurfacing tennis courts located at Frank Lorino Park. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve PO# 22000583 for the purchase of equipment for the new fire truck from Municipal Emergency Services, Inc. via Sourcewell Contract No. 040220. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve PO# 22000582 in the amount of \$102,001 to Wavetronix LLC for the purchase of traffic sensors for the Public Works Department. Wavetronix is the sole source provider for these traffic devices. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve PO# 22000580 in the amount of \$29,680 and PO# 22000581 in the amount of \$70,120 to Ford of Murfreesboro for the purchase of three (3) pickup trucks for Public Works via Statewide Contract No. 209. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve PO# 22000584 for the purchase of a Paint Truck from EZ Liner, a division of Vogel Traffic Services, Inc, in the amount of \$183,366 for the Public Works Department. This purchase is being made via Sourcewell Contract No. 052417-EZL. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve Change Order No. 2 from Bewley Construction for the Multiple Storm Water Projects in an amount of \$20,037.40 to close out project. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Contract Amendment for the Tennessee Department of Transportation Consolidated Planning Grant. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to reappoint Dwayne Nelson to the Morristown-Hamblen Library Board for a three-year term expiring July 1, 2024.

September 7, 2021

Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Mayor Chesney opened the floor for members of the audience to speak subject to the guidelines provided; Rob Burke spoke.

Mayor Gary Chesney adjourned the September 7, 2021 Morristown City Council meeting at 5:49 p.m.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Administrator

DRAFT

September 7, 2021





Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Morristown  
Tennessee**

For its Comprehensive Annual  
Financial Report  
For the Fiscal Year Ended

June 30, 2020

*Christopher P. Morrell*

Executive Director/CEO

# APPROPRIATION ORDINANCE

Ordinance Number: 3689.03

TO AMEND ORDINANCE NUMBER 3689, THE CITY OF MORRISTOWN, TENNESSEE ANNUAL BUDGET FOR FISCAL YEAR 2021-2022 AND TO RECLASS FUNDS TOTALING \$8,450; NECESSARY TO APPROPRIATE ADDITIONAL FUNDS TO THE MORRISTOWN-HAMBLÉN LIBRARY. THIS AMMENDMENT DOES NOT INCREASE TOTAL APPROPRIATIONS.

Be it ordained by the Council of the City of Morristown Tennessee that Ordinance Number 3689 identifying the revenue and expenditure accounts of the City of Morristown contained in the annual budget for the fiscal year 2021-2022 is hereby amended and funds are herewith appropriated or adjusted as presented.

FUND	DEPARTMENT	CODE	ACCOUNT DESCRIPTION	REVENUE	FUND BALANCE	EXPENDITURES	
				Increase	Decrease	Increase	Decrease
General (#110)	Other Agencies	81000.614	Public Library			\$ 8,450	
General (#110)	Mayor & City Council	41100.804	Council Contingency				\$ 8,450
			Totals	\$ -	\$ -	\$ 8,450	\$ 8,450

PASSED ON FIRST READING THIS 7th DAY OF SEPTEMBER 2021

\_\_\_\_\_  
Mayor Signature

ATTEST:

\_\_\_\_\_  
City Administrator Signature

PASSED ON SECOND READING THIS 21st DAY OF SEPTEMBER 2021

\_\_\_\_\_  
Mayor Signature

ATTEST:

\_\_\_\_\_  
City Administrator Signature

**RESOLUTION NO. 9-22**

**BEING A RESOLUTION OF THE CITY COUNCIL OF MORRISTOWN, TENNESSEE  
TO ACCEPT THE PROPOSED DIVISION OF THE  
OPIOID LAWSUIT SETTLEMENT AMOUNT.**

WHEREAS, the City of Morristown, Tennessee is considered a party to the lawsuit known as the Opioid Lawsuit, as this lawsuit consisted of the counties and municipalities in the First, Second, and Third Judicial Districts for the State of Tennessee;

WHEREAS, there was recently a settlement of the pending lawsuit with Endo Pharmaceutical, that has been accepted by all the parties, including the City of Morristown;

WHEREAS, as part of the settlement, a monetary amount was awarded to Hamblen County and the City of Morristown jointly;

WHEREAS, pursuant to the settlement, the counties in these districts have to use a portion of the settlement funds to establish addiction recovery programs and the remaining funds can be allocated between the counties and municipalities pursuant to their own individual agreements;

WHEREAS, Hamblen County has proposed that the remaining settlement funds be allocated with an award of two-thirds (2/3) to Hamblen County and one-third (1/3) to the City of Morristown, with the understanding that Hamblen County will use their funds to serve recovery needs of all citizens in Hamblen County and the City of Morristown. The funds awarded to the City would not contain any restrictions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Morristown, Tennessee assembled on this day at which a quorum is present, that based upon the above the City Council does hereby accept the proposed division of the Endo Pharmaceutical Opioid Lawsuit settlement funds. Specifically, the City hereby accepts the proposed payment of approximately six hundred twenty thousand six hundred and thirty-eight dollars (\$620,638.00) as its portion of the settlement amount, without any restrictions on how said money is spent.

Passed this 21st day of September, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator, Anthony Cox

Endo Pharmaceutical Opioid Settlement  
Division of Settlement Between Hamblen County and City of Mtown  
September 2021

Base Amount for Each County*	\$	583,000
* Cost of one Mobile Health Unit		

Balance for Hamblen County/City of Mtown	\$	1,870,638
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Total Recovery	\$	2,453,638
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**Proposal:**

Establish Jail2Work Program for Men	\$	583,000
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Divide Balance:

Hamblen County	\$	1,250,000
City of Morristown	\$	620,638

**Hamblen County would use its funds to:**

- Pay for equipment for new justice center
- Help establish drug detox services in partnership with community partners
- Help establish drug treatment program for incarcerated addicts
- Help establish transitional housing for Recovery Court participants

## Community Development & Planning



**SUBMITTAL:**

Tax records suggest the subject site to be located within an older section of Morristown. Most of the houses located between Evans and King Avenue, were built in the early 1900's. Of the 14 houses in this area, all are zoned for either commercial or industrial use only. Currently, only 2 houses are owner occupied, meaning the remainder (12) are rental units.



The owners are asking for this zoning change, essentially, to be able to market the existing house, as a house. The City's Intermediate Business district does not allow residential uses, unless located above a commercial use. This makes financing all but unavailable to those wishing to use the property for a residence. Mortgage companies frown on providing financing for a house, in the event of fire, an act of God, etc., if the same cannot be rebuilt.



Or, so we have been told in the past by potential buyers of properties like 1027 East Main Street. After their financing fell through, we were asked if there was anything we could do to help. In a couple cases, unfortunately, the location of the house in a commercial district was such that, the planners could not justify that the property be rezoned.

#### RECOMMENDATION-

The Morristown Regional Planning Commission, at their September 14<sup>th</sup> meeting, voted to recommend this request to City Council for approval.

*\*Letters have been mailed to all residential properties in this area, requesting the owner contact our office about the possibility of rezoning their property likewise.*

FYI

Other areas used as residential but zoned commercial



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 # 034H I 019.00 from IB  
(Intermediate Business) to R2 (Medium Density Residential District), the general location  
being shown on the attached exhibit A.}

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 R2 (Medium Density Residential) District to LI (Light Industrial) District;

Starting at the northern rights-of-way of the intersection of East Main Street with Gammon  
Avenue, travel along the northern right-of-way line of East Main Street approximately 201  
feet; then travelling northwest approximately 165 feet to a point; then travelling northeast  
along the southern line of an alley, travel northeast approximately 95 feet to a point; then  
travelling southeast approximately 165 feet to a point; thence southwest to the point of  
beginning.

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 Medium Density Residential 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 the 21st day of September, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

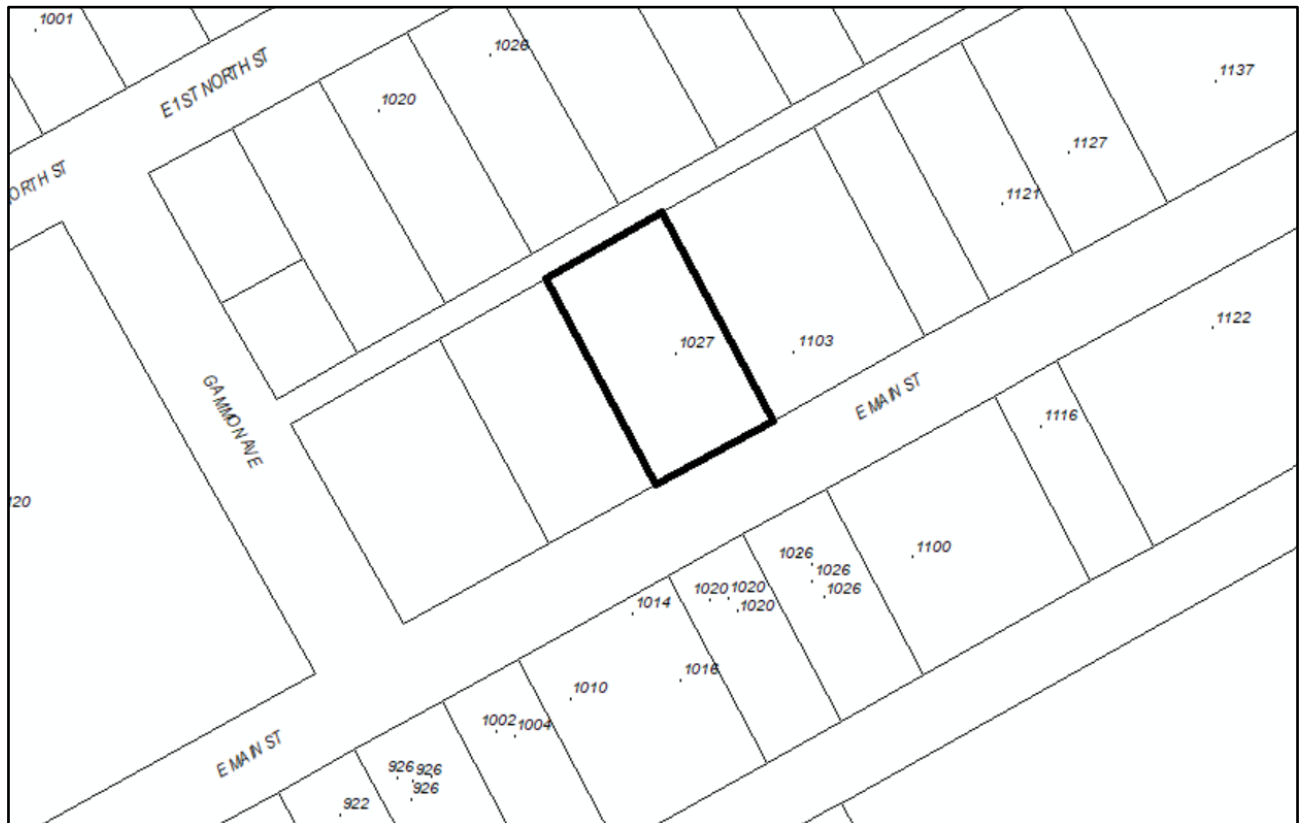
Passed on second and final reading the 5<sup>th</sup> day of October, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator


**Exhibit A:**



# The City of Morristown

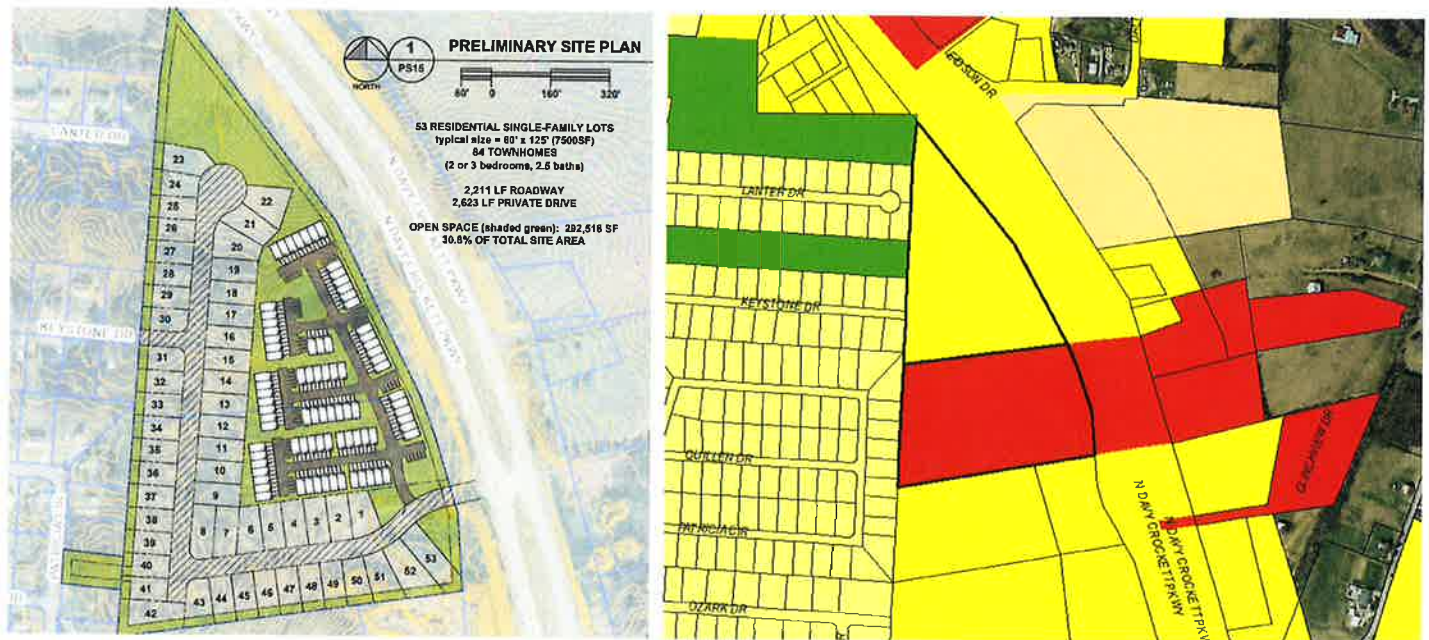
## Community Development & Planning



TO: Morristown City Council  
FROM: Josh Cole, Planner   
DATE: September 21<sup>st</sup>, 2021  
SUBJECT: 25E Rezoning R2 & IB to RP1

### **BACKGROUND:**

Staff has received a request to rezone two parcels located on Highway 25E from R2 (Medium Density Residential District) and IB (Intermediate Business District) to RP1 (Planned Residential Development District). The total size of this request is slightly under 22 acres and both parcels are currently vacant. It has Highway 25E along with the proposed Summit Greene subdivision and vacant farm property to the east, the Campbell Acres subdivision to the west, and vacant property to the south.



The purpose of the planned residential development district is to encourage creativity and flexibility in planned residential districts. The applicants note that they are requesting this district so they can provide single family residential lots that abut the existing single family to the east and then provide higher density multifamily along a portion that fronts Highway 25E.

Any development within the RP1 district must be approved by the Planning Commission and any change of use, increase in density, or significant modification to the approved plan must go back before Planning Commission for reapproval. The preliminary site plan that went to Planning Commission includes 53 single family residential lots and 84 townhomes. The applicant is proposing to place the single family lots up against the existing single-family neighborhood to act as a buffer



# The City of Morristown

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## Community Development & Planning



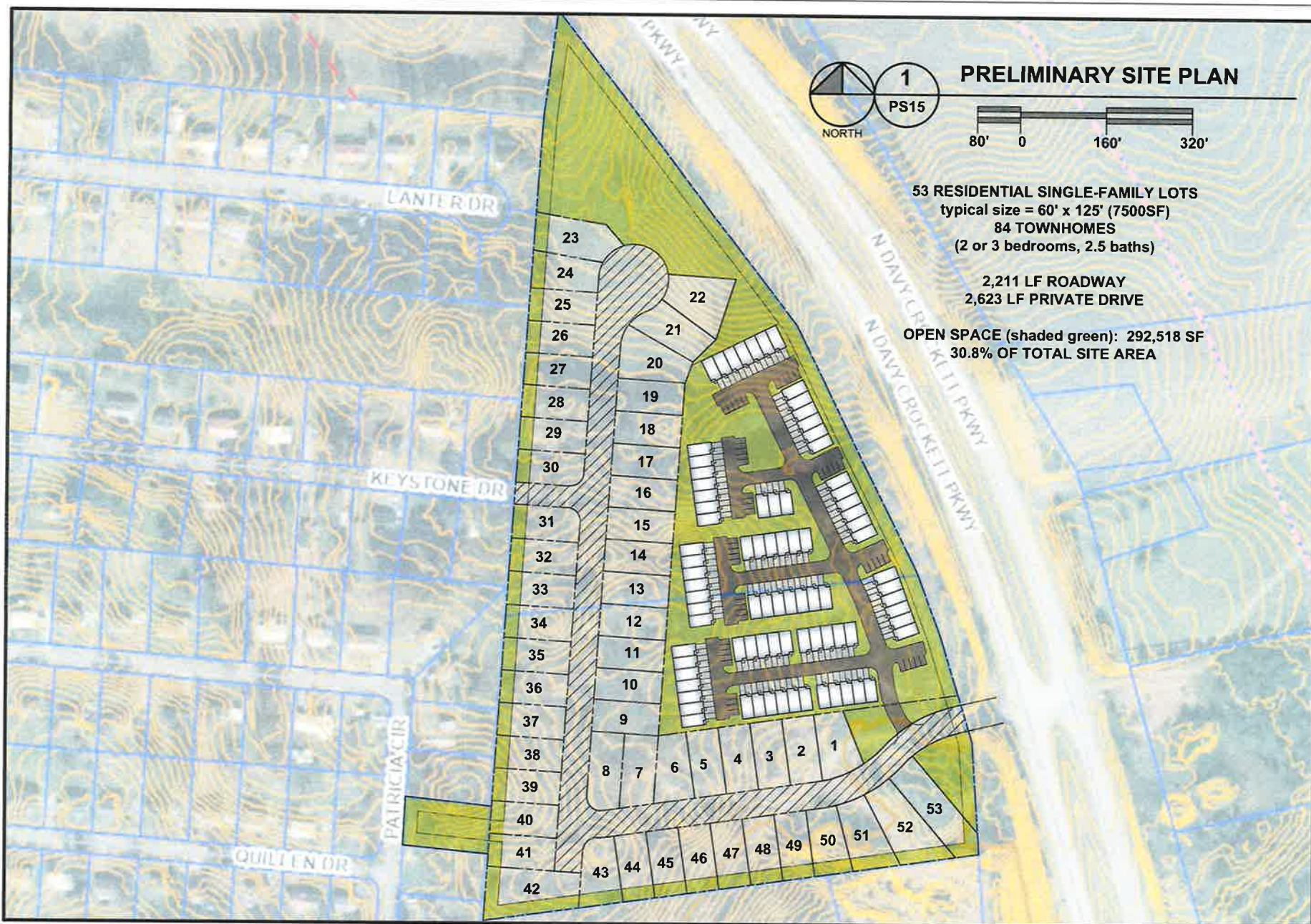
against the proposed townhouses. The size and density of the single family lots are consistent with the current R2 requirements. Additionally, the plan provides two access points with one being from Highway 25E and the other is a connection to the existing right-of-way on Keystone Drive.

### **RECOMMENDATION:**

Based on the proposed site layout, staff believes that the applicant is providing a similar residential development along those properties that abut the existing establishment single family neighborhood to the east and the transition to multifamily along Highway 25E provides a higher density next to a major corridor within the city.

Thus, staff recommends approval of this rezoning from R2 and IB to RP1.





**COX CONCEPTS**  
1416 DOBYNS DRIVE  
KINGSPORT, TN 37664  
423-732-2940

**PRELIMINARY SITE PLAN 15**

**MORRISTOWN SITE**  
MORRISTOWN, TENNESSEE

**PS15**

2020 - 0008





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 # 032025 15910 from IB (Intermediate Business District) and Hamblen County Tennessee Tax Parcel ID# 032025 15801 from R2 (Medium Density Residential District) to RP1 (Planned Development Residential District), the general location being shown on the attached exhibit A.}*

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 IB (Intermediate Business District) and R2 (Medium Density Residential District) to RP1 (Planned Development Residential District);

*BEGINNING at the point of intersection of the western boundary of Highway 25-E right-of-way, Parcel 159.10 of Hamblen County Tax Map 025, and Parcel 159.09 of Hamblen County Tax Map 025 and heading in a northerly direction along the common boundary shared by Parcel 159.10 of Hamblen County Tax Map and Highway 25-E right-of-way to the point of intersection between Parcel 159.10 of Hamblen County Tax Map 025 and Parcel 158.01 of Hamblen County Tax Map 025; Thence in a northwesterly direction along the common boundary shared by Parcel 158.01 of Hamblen County Tax Map 025 and Highway 25-E right-of way to the point of intersection between Parcel 158.01 of Hamblen County Tax Map 025 and Parcel 069.04 of Hamblen County Tax Map 025; Thence in a southerly direction to along the western boundary of Parcel 158.01 of Hamblen County Tax Map 025 to the point of intersection of Parcel 158.01 of Hamblen County Tax Map 025 and Parcel 159.10 of Hamblen County Tax Map 02; Thence in a southerly direction along the western boundary of Parcel 159.10 of Hamblen County Tax Map 025 to the point of intersection of Parcel 159.10 of Hamblen County Tax Map 025 and Parcel 159.03 of Hamblen County Tax Map 025; Thence is a easterly direction along the southern boundary of Parcel 159.10 of Hamblen County Tax Map 025 to the point of beginning.*

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 High Density Residential District (R3) 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 the 21st day of September 2021.

\_\_\_\_\_  
Mayor

ATTEST:

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City Administrator

Passed on second and final reading the 5th day of October 2021.

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Mayor

ATTEST:

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City Administrator



Exhibit A:





September 9, 2021

Ms. Ashley Ahl, Purchasing Assistant  
City of Morristown  
100 West First North Street  
Morristown, Tennessee 37814

RE: Morristown Park Buildings ADA Improvements

Dear Ms. Ahl:

This letter shall serve as our recommendation to accept the bid of Ziggurat Development LLC, for the Morristown Park Buildings ADA Improvements project submitted on September 8<sup>th</sup>, 2021. We are recommending that the base bid and all alternates be approved for a total project cost of \$224,491.00, as submitted on the bid.

Please contact me if you have any questions

Sincerely,

A handwritten signature in black ink, appearing to read "Sean Guth". The signature is fluid and cursive, with the first name "Sean" written in a larger, more prominent script than the last name "Guth".

Sean Guth, NCARB, AIA, LEED AP  
Vice President

Ctiy of Morristown  
Morristown Park Buildings ADA Improvements  
Friday, August 20, 2021, 2:00 PM

Bidder	Total Project Cost (Includes Alternates)	
Ziggurat Development LLC	\$	224,491
Chris Lampkin Construction	\$	302,182

pitney bowes



September 2, 2021



Ashley Ahl  
City of Morristown Purchasing Department  
100 W 1<sup>st</sup> North Street Suite 100  
Morristown TN 37814-4606

Dear Ashely

Thank you for your recent interest in a new mailing system from Pitney Bowes. Based on the information presented to me the equipment that would be necessary to process the mail at your location is listed below.

SendPro P2000 Mailing System with WOW, Digital Meter/PSD, 145/70 Letter Per Minute Feature, Drop Stacker, InView Accounting for 100 Departments and 10 lb Scale, with maintenance, installation and training

Total Contract Costs \$316.93 per month – billed at \$950.79 per quarter in arrears.

State of Tennessee's Participating Addendum with the NASPO ValuePoint Contract ADSPO16 – 169897; Tennessee Vendor Contract # 59365; 60-Month FMV Lease and its terms

This lease includes all on-site maintenance, meter rental, meter reset fees, rate changes, software updates, 800 support and equipment payment. The lease would be for 12-month intervals with a renewal after each fiscal year for no more than 60 months. This quotation is pursuant with the State of Tennessee's Participating Addendum with the NASPO ValuePoint Contract ADSPO16—169897; Tennessee Vendor Contract # 59365; FMV Lease and its terms. The items listed above are listed within this contract.

Please reference your business partner number 0011212971 in the vendor reference number section on your new FY PO. The Federal Tax ID Number for Pitney Bowes is 060495050; Vendor ID 0000009559. Please email me at [scottie.domencio@pb.com](mailto:scottie.domencio@pb.com) or call me at (615) 202-9414 should you have any questions regarding this information.

Respectfully,

*Scottie Domenico*

Scottie Domenico  
Major Account Manager; State of Tennessee

**Please ensure that the following verbiage is included in the body of your Purchase Order to avoid order delays:**

Pursuant with the State of Tennessee's Participating Addendum with the NASPO ValuePoint Contract ADSPO16-169897; Tennessee Vendor Contract #59365; 60-Month FMV Lease and its terms.



NASPO ValuePoint FMV Lease Agreement (Option C)

--	--	--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee Tax ID # (FEIN/TIN)

CITY OF MORRISTOWN PURCHASING DEPT

Sold-To: Address

100 W 1ST NORTH STSTE 100, MORRISTOWN, TN, 37814-4606, US

Sold-To: Contact Name	Sold-To: Contact Phone #	Sold-To: Account #
Ashley Ahl	(423) 585-4622	0011212971

Bill-To: Address

PO BOX 1499, MORRISTOWN, TN, 37816-1499, US

Bill-To: Contact Name	Bill-To: Contact Phone #	Bill-To: Account #	Bill-To: Email
		0010406620	

Ship-To: Address

100 W 1ST NORTH STSTE 100, MORRISTOWN, TN, 37814-4606, US

Ship-To: Contact Name	Ship-To: Contact Phone #	Ship-To: Account #
Ashley Ahl	(423) 585-4622	0011212971

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FWW	10lb Interfaced Weighing Feature
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
	APAS	Sendpro P2000/500W GCS Identifier
1	APKE	SendPro P Receiving Feature
1	APKF	SendPro P Shipping Feature Access
1	AZBE	SendPro P Series Mono Print Module
1	AZCG	SendPro P2000 Basic (145/70LPM)
1	CAAB1	Basic Cost Accounting for PSeries
1	M9SS	Mailstream IntelliLink Services 2
1	ME1C	Meter Equipment - P Series, LV
1	MSD1	10in Color Touch Display
1	MW90007	SendPro P Series Drop Stacker

1	MW96000	Weighing Platform
1	NV10	InView TMR Web Acct Bundle Single only
1	NV90	InView Subscription
1	NV90KIT	InView Welcome Kit
1	NV99	InView MMS Base Software
1	NV99KIT	InView Welcome Kit
1	NVMA	InView Dashboard - Single Meter
1	PTJ1	SendPro Online
1	PTJN	Single User Access
1	PTJR	50 User Access with Hardware or Meter
1	PTK1	Web Browser Integration
1	PTK3	SendPro P Series Meter Integration
1	SJM5	SoftGuard for Sendpro P2000 Basic/500W
1	STDsla	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	T6CS	Receiving - Standard

**Your Payment Plan**

<b>Initial Term: 60 months</b>	<b>Initial Payment Amount:</b>	
<b>Number of Months</b>	<b>Monthly Amount</b>	<b>Billed Quarterly at*</b>
<b>60</b>	<b>\$ 316.93</b>	<b>\$ 950.79</b>

*\*Does not include any applicable sales, use, or property taxes which will be billed separately.*

- ( ) Tax Exempt Certificate Attached
- ( ) Tax Exempt Certificate Not Required
- ( ) Purchase Power® transaction fees included
- (X) Purchase Power® transaction fees extra



**Your Signature Below**

By signing below, you agree to be bound by your State's/Entity's/Cooperative's contract, which is available at <http://www.pb.com/states> and is incorporated by reference. The terms and conditions of this contract will govern this transaction and be binding on us after we have completed our credit and documentation approval process and have signed below.

NASPO VALUEPOINT ADSP016-169897; 57415  
State/Entity's Contract#

\_\_\_\_\_  
Lessee Signature  
  
\_\_\_\_\_  
Print Name  
  
\_\_\_\_\_  
Title  
  
\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Pitney Bowes Signature  
  
\_\_\_\_\_  
Print Name  
  
\_\_\_\_\_  
Title  
  
\_\_\_\_\_  
Date

**Sales Information**

Scottie Domenico	scottie.domenico@pb.com	
Account Rep Name	Email Address	PBGFS Acceptance



LDA ENGINEERING

August 24, 2021

Mr. Tony Cox  
City Administrator  
City of Morristown  
100 W. 1st North Street  
Morristown, TN 37814

Mr. Mike Howard  
Water Operations Manager  
Morristown Utilities  
433 W. 1st North Street  
Morristown, TN 37814

Regarding: Results of Bid Opening  
Downtown Water Mains

Tony/Mike,

Bids (rebid) for the referenced project were received and opened on August 19, 2021, in the Morristown Utilities conference room. Three (3) bids were received sealed and otherwise in proper order. The Bidders and their respective bids were as follows:

BIDDER	PHASE 1	PHASE 2	PHASE 3	TOTAL BID
East Tennessee Turf & Landscape	\$171,031.50*	\$229,638.50	\$146,466.00	\$547,136.00
Pipeline Construction	\$233,810.00	\$300,039.00	\$196,627.00	\$730,476.00
Morgan Contracting	\$585,940.22	\$753,718.98	\$542,297.06	\$1,881,956.26

\*Included a \$515.00 math error.

We recommend that the contract be awarded to East Tennessee Turf & Landscape of Whitesburg, TN in the amount of \$547,136.00. A certified bid tabulation, original Bids, Bid Bonds, and other pertinent Bid documents are attached for your files.

If you have questions or comments relative to the project, please feel free to contact us.

Sincerely,

**LDA Engineering**

*Steve Bostic*

Steve Bostic, P.E.  
Chief Engineer

**CITY OF MORRISTOWN  
DOWNTOWN CORRIDOR IMPROVEMENTS, DOWNTOWN WATER MAINS, PHASE 1, 2, AND 3  
CERTIFIED BID TABULATION**

				East TN Turf & Landscape		Pipeline Construction Co., Inc.		Morgan Contracting Inc.	
Phase 1				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8-inch D.I.P. Water Main	350	LF	\$ 215.00	\$ 75,250.00	\$ 330.00	\$ 115,500.00	\$ 890.00	\$ 311,500.00
2	Connection to Exist. 6-inch Main	2	EA	\$ 5,000.00	\$ 10,000.00	\$ 13,000.00	\$ 26,000.00	\$ 28,347.00	\$ 56,694.00
3	8-inch Restraining Gaskets	20	EA	\$ 200.00	\$ 4,000.00	\$ 300.00	\$ 6,000.00	\$ 1,456.00	\$ 29,120.00
4	Box Culvert Crossing	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 45,000.00	\$ 45,000.00	\$ 86,000.00	\$ 86,000.00
5	8-inch Mechanical Joint Restraints	10	EA	\$ 400.00	\$ 4,000.00	\$ 400.00	\$ 4,000.00	\$ 958.00	\$ 9,580.00
6	Pipe Trench Pavement Repair (Maximum 7' Width)	2,500	SQ FT	\$ 5.00	\$ 12,500.00	\$ 1.00	\$ 2,500.00	\$ 12.00	\$ 30,000.00
7	Pavement Mill & Overlay	3,900	SQ FT	\$ 7.00	\$ 27,300.00	\$ 5.00	\$ 19,500.00	\$ 11.00	\$ 42,900.00
8	Erosion Control	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 8,500.00	\$ 8,500.00	\$ 3,080.00	\$ 3,080.00
Subtotal					\$ 166,050.00		\$ 227,000.00		\$ 568,874.00
Owner's Contingency					\$ 4,981.50		\$ 6,810.00		\$ 17,066.22
<b>TOTAL BID</b>					<b>\$ 171,031.50</b>		<b>\$ 233,810.00</b>		<b>\$ 585,940.22</b>

				East TN Turf & Landscape		Pipeline Construction Co., Inc.		Morgan Contracting Inc.	
Phase 2				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8-inch D.I.P. Water Main	470	LF	\$ 245.00	\$ 115,150.00	\$ 350.00	\$ 164,500.00	\$ 870.00	\$ 408,900.00
2	Connection to Exist. 6-inch Main	2	EA	\$ 5,000.00	\$ 10,000.00	\$ 14,000.00	\$ 28,000.00	\$ 31,525.00	\$ 63,050.00
3	8-inch Restraining Gaskets	26	EA	\$ 200.00	\$ 5,200.00	\$ 300.00	\$ 7,800.00	\$ 1,456.00	\$ 37,856.00
4	Box Culvert Crossing	1	LS	\$ 40,000.00	\$ 40,000.00	\$ 45,000.00	\$ 45,000.00	\$ 86,000.00	\$ 86,000.00
5	8-inch Mechanical Joint Restraints	20	EA	\$ 400.00	\$ 8,000.00	\$ 400.00	\$ 8,000.00	\$ 958.00	\$ 19,160.00
6	Pipe Trench Pavement Repair (Maximum 7' Width)	3,500	SQ FT	\$ 5.00	\$ 17,500.00	\$ 1.00	\$ 3,500.00	\$ 12.00	\$ 42,000.00
7	Pavement Mill & Overlay	5,200	SQ FT	\$ 4.25	\$ 22,100.00	\$ 5.00	\$ 26,000.00	\$ 11.00	\$ 57,200.00
8	Erosion Control	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 8,500.00	\$ 8,500.00	\$ 17,600.00	\$ 17,600.00
Subtotal					\$ 222,950.00		\$ 291,300.00		\$ 731,766.00
Owner's Contingency					\$ 6,688.50		\$ 8,739.00		\$ 21,952.98
<b>TOTAL BID</b>					<b>\$ 229,638.50</b>		<b>\$ 300,039.00</b>		<b>\$ 753,718.98</b>

				East TN Turf & Landscape		Pipeline Construction Co., Inc.		Morgan Contracting Inc.	
Phase 3				Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
1	8-inch D.I.P. Water Main	370	LF	\$ 210.00	\$ 77,700.00	\$ 330.00	\$ 122,100.00	\$ 870.00	\$ 321,900.00
2	Connection to Exist. 6-inch Main	2	EA	\$ 5,000.00	\$ 10,000.00	\$ 13,000.00	\$ 26,000.00	\$ 32,866.00	\$ 65,732.00
3	8-inch Restraining Gaskets	22	EA	\$ 200.00	\$ 4,400.00	\$ 300.00	\$ 6,600.00	\$ 1,456.00	\$ 32,032.00
4	8-inch Mechanical Joint Restraints	11	EA	\$ 400.00	\$ 4,400.00	\$ 400.00	\$ 4,400.00	\$ 958.00	\$ 10,538.00
5	Pipe Trench Pavement Repair (Maximum 7' Width)	2,800	SQ FT	\$ 5.00	\$ 14,000.00	\$ 1.00	\$ 2,800.00	\$ 12.00	\$ 33,600.00
6	Pavement Mill & Overlay	4,100	SQ FT	\$ 7.00	\$ 28,700.00	\$ 5.00	\$ 20,500.00	\$ 11.00	\$ 45,100.00
7	Erosion Control	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 8,500.00	\$ 8,500.00	\$ 17,600.00	\$ 17,600.00
	Subtotal				\$ 142,200.00		\$ 190,900.00		\$ 526,502.00
	Owner's Contingency				\$ 4,266.00		\$ 5,727.00		\$ 15,795.06
<b>TOTAL BID</b>					\$ 146,466.00		\$ 196,627.00		\$ 542,297.06

BID SUMMARY					
		East TN Turf & Landscape		Pipeline Construction Co., Inc.	Morgan Contracting Inc.
Phase 1		\$ 171,031.50		\$ 233,810.00	\$ 585,940.22
Phase 2		\$ 229,638.50		\$ 300,039.00	\$ 753,718.98
Phase 3		\$ 146,466.00		\$ 196,627.00	\$ 542,297.06
Total All Three Phases		\$ 547,136.00		\$ 730,476.00	\$ 1,881,956.26

I, the undersigned, do hereby certify that the foregoing bid tabulation is true and correct to the best of my knowledge, information, and belief.

  
 Steve Bosic, PE AGRICULTURAL  


NOTE: HIGHLIGHTED CELLS INDICATE A MINOR MATH ERROR (\$515.00) THE CORRECTED TOTAL IS SHOWN.

## **Morristown City Council Agenda Item Summary**

**Date:** September 16, 2021

**Agenda Item:** Surplus Vehicles

**Prepared by:** Ashley Ahl

**Subject:** Approval to declare vehicles as surplus

**Background/History:** The City of Morristown has twelve (12) vehicles that have been removed from service that can no longer be utilized. The City of Morristown wishes to declare these vehicles as surplus.

**Financial Impact:** None.

**Action options/Recommendations:** The City of Morristown is seeking approval to declare the vehicles as surplus and to properly dispose of them.

**Attachments:** Listing of vehicles to surplus.

City of Morristown, Tennessee  
Finance Department  
Vehicles to Surplus  
September 15, 2021

Unit Number	Description	VIN
592	2004 New Holland Model TS100A	ACP230226
55	1999 Ford F-150	1FTEF15Y5TNA28313
369	2002 Ford Explorer 4x4	1FMZU72E02ZB34952
391	2009 Ford Crown Victoria	2FAHP71V79X121355
408	2006 Ford Crown Victoria	2FAHP71WX6X122830
478	1999 Ford Crown Victoria	2FAFP71W2XX161808
632	1998 Sterling Garbage Truck	2F2HLJBA8XAA27652
2008	International Leaf Truck	1HTWDAAR38J681507
	1979 American LaFrance Pumper Truck	CE6768
467	1980 American LaFrance Pumper Truck	CE6936
462	1961 American LaFrance 75' Ladder Truck	6.1.8733
475	1983 Ford Cab Over	1FDY0C0J3DVA20451



**CONTRACT ADDENDUM**  
**FOR EMERGENCY COMMUNICATIONS ASSESSMENT**

**ADDENDUM #1:** To expand the scope services from the original contract between the City of Morristown and David Purkey dated December 15, 2020 to include implementation of the Public Safety Communications Modernization Project.

\_\_\_\_\_  
CITY OF MORRISTOWN  
BY: ANTHONY W. COX, CITY ADMINISTRATOR

Date: \_\_\_\_\_

\_\_\_\_\_  
DAVID PURKEY

Date: \_\_\_\_\_

## **CONTRACT FOR EMERGENCY COMMUNICATIONS ASSESSMENT**

**THIS AGREEMENT** is made this 15<sup>th</sup> day of December, 2020 by and among the CITY OF MORRISTOWN, TENNESSEE, a municipal corporation, created by the Private Acts of the Tennessee Legislature for 1903, Chapter 103 (“CITY”); and DAVID PURKEY (“PURKEY”), a Hamblen County resident and the former Commissioner of the Department of Safety and Homeland Security for the State of Tennessee.

**WHEREAS** due to the aging technology of existing emergency communications equipment and the evolving demands to provide communications to emergency first responders, it has become necessary for the City to evaluate the existing infrastructure in place and the options available to make improvements in the communication systems that provide necessary communications to the first responders.

**WHEREAS** the City does not currently have detailed documents of the existing infrastructure in place nor the personnel capacity to independently evaluate the details of the communication systems that are currently available and has sought the assistance of Purkey due to his expertise, qualifications, and willingness to provide the much-needed support and evaluations that are required.

**WHEREAS** the City does desire to hire Purkey as an independent consultant to provide a detailed assessment of the existing communication system in place and to provide recommendations on any necessary changes.

**NOW, THEREFORE**, in consideration of the above and for the purposes described herein, the parties agree as follows:

### **WITNESSETH**

1. The City does hereby enter into this Contract with Purkey to act as the City’s independent communications system consultant.

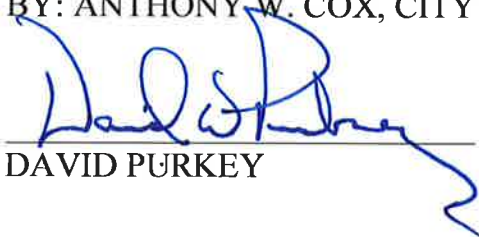
2. The City acknowledges that Purkey has the background and expertise to serve in this capacity and assess the existing system and to make recommendations. The City expects Purkey to detail the history of the existing system, infrastructure in place pertaining to the existing systems, and to provide recommendations necessary to ensure the viability of the communication system for first responders going forward. Purkey agrees to perform said assessment and to provide a detailed report encompassing his findings and recommendations. Purkey agrees to provide said report to the City Administrator no later than April 15, 2021.

3. The City agrees to pay Purkey an amount not to exceed \$7,200. Purkey will serve as a contract laborer and will not be considered an employee of the City, nor will he be entitled to any benefits of a City employee. Purkey shall submit detailed progress billings to the City, which the City shall promptly pay.

4. Either party may terminate this Contract at will upon providing a thirty (30) day written notification to the other party. Any unpaid fees owed to Purkey before the termination date shall be paid by the City within thirty (30) days of the termination.

**WITNESS** our hands the day and year first above written.

  
CITY OF MORRISTOWN  
BY: ANTHONY W. COX, CITY ADMINISTRATOR

  
DAVID PURKEY

# MEMORANDUM

Date: September 14, 2021

To: Mr. Tony Cox  
City Administrator

From: COM David W. Purkey {RTD}  
Public Safety Consultant

Re: Final Recommendation To City Council  
Public Safety Communications Modernization

Pursuant to our meeting on September 10, 2021, please accept this summarization on the above project as you prepare the recommendation for City Council approval. I note for the record that the project was updated to Council during a work session on April 15th at the Public Works Complex.

County Mayor Bill Brittain has moved their portion of the project through the committee process and final approval occurred in August by unanimous vote of the County Commission.

I hope this concise summarization is helpful to you and Council as leadership ponders final approval:

*\*City of Morristown*

Buildout of the Pinebrook Signal Site Gross		\$1,348,054.95
Police Portables/Mobiles		\$1,374,503.47
Fire Portables/Mobiles/Station Paging		\$771,282.20
Public Works Portables/Mobiles		\$241,703.10
	Total	\$3,735,543.72
Motorola Multiple Agency Discount	Minus	\$660,543.72
County 40% Share Pinebrook Buildout	Minus	\$539,221.98
	Final	\$2,535,778.02

*\*Hamblen County Government*

Sheriff Portables/Mobiles		\$623,360.37
Volunteer Fire Portables/Mobiles/Paging		\$876,701.66
Constable Portables		\$53,306.05
Animal Control Portables/Mobiles		\$19,419.18
Emergency Management Portables/Mobiles		\$188,661.30
EMS Mobiles		\$87,259.68
Rescue Squad Portables/Mobiles/Base		\$291,071.13
Community Services Portable/Mobile		\$7,977.61
Juvenile Court Portable		\$3,463.95
Cherokee Park Portables		\$6,927.90
	Total	\$2,158,148.83
Motorola Multiple Agency Discount	Minus	\$215,000
County 40% Share Pinebrook Buildout	Plus	\$539,221.98
	Final	\$2,482,370.81

*\*\*Walters State Community College*

Police Portables/Mobiles/Base	Final	\$154,632.96
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If City Council votes for final approval, we expect a State Comptroller nod before issuing purchase orders under the State of Tennessee contract.

Obviously, this represents a major life saving and efficiency public safety modernization that will position this City and County at the forefront of LTE/Broadband communications; the State and Motorola will then use us as a model for other local governments statewide.

Thank you for giving me an opportunity to be a small part of this consensus-built advancement during a year marking the 20th anniversary of history's worst terrorist attack on our nation and it's First Responders. You and City Council will be remembered for this bold action.



This Instrument Prepared By:  
Carroll Anderson & Foust LLP  
918 West 1<sup>st</sup> North Street  
Morristown, TN 37814

## DEED OF EASEMENT

This DEED OF EASEMENT is made and entered into this the \_\_\_\_\_ day of September, 2021 by and between THE CITY OF MORRISTOWN, a municipal corporation, hereinafter "GRANTORS" and JOHN D. BELL, hereinafter "GRANTEE".

Whereas, Grantors is the owner of certain land being described generally as Tract 1 of Bell - Seals Subdivision and more particularly described by Plat of Record in Plat Book LPLAT, page 85 in the office of the Register of Deed's for Hamblen County, Tennessee, and

Whereas, Grantee is the owner of certain land being described generally as being Lot 2 of Bell-Melling Subdivision (a resubdivision of Tract 2 of Bell-Seals Subdivision) described by Plat of Record in Plat Book LPLAT, page 111, in the office of the Register of Deed's for Hamblen County, Tennessee, and

Whereas, Grantee has sold a portion of his Lot 2 and needs and extension of the 60' easement, as shown on said plats, and

Whereas, Grantor agrees thereto.

NOW, THEREFORE, for and in consideration of \$1.00 cash in hand paid and other good and valuable consideration, Grantors do hereby bargain, sell and convey unto Grantee, its heirs and assigns, an easement for the ingress and egress, more particularly described as follows:

SITUATED, LYING AND BEING in the 1<sup>st</sup> Civil District of Hamblen County, Tennessee, and being more particularly described as follows:

BEGINNING at a point pin in the northeast corner of Lot 2 of Bell-Melling Subdivision (LPAT/111), corner to City of Morristown, Tract 1 of Bell-Seals Subdivision (LPLAT/85), a 60' Easement shown on said Plat; thence creating a severance, the following five calls: North 33 deg. 15 in. 51 sec. West 165.00 feet to a point; thence North 56 deg. 44 min. 09 sec. East 222.59 feet to a point; thence North 16 deg. 53 min. 31 sec. West 62.70 feet to a point; thence South 56 deg. 44 min. 09 sec. West 300.36 feet to a point; thence South 33 deg. 17 min. 21 sec. East 225.16 feet to point of BEGINNING.

BEING a portion of the same property conveyed to The City of Morristown, a municipal corporation, by deed of Kenneth H. Seal and Wanda Lou Seal Peoples, dated March 15, 2017 and of record in Book 1699, page 619 in the office of the Register of Deed's for Hamblen County, Tennessee.

This easement shall run with the title to the land of John D. Bell.

Grantee hereby expressly agrees to indemnify and hold Grantor harmless for loss to persons using said easement as owners, employees, agents, guests or invitees of Grantee.

TO HAVE AND TO HOLD unto the said, Grantee, its heirs and assigns, the hereinabove described real estate, together with all the hereditaments and appurtenances thereunto appertaining, as an easement subject to conditions.

AND I COVENANT with Grantee, its heirs and assigns, that I am lawfully seized and possessed of the hereinabove described real estate, that I have a good and lawful right to sell and convey the same, and that it is unencumbered. I will warrant and forever defend the title thereto against the lawful claims of all persons whomsoever.

Grantee joins in this deed to accept the conditions and duties to be performed to continue the easement.

IN WITNESS WHEREOF, this instrument has been executed on the \_\_\_\_\_ day of September 2021.

**City of Morristown**

By: \_\_\_\_\_

Its: \_\_\_\_\_

\_\_\_\_\_  
JOHN D. BELL

STATE OF TENNESSEE  
COUNTY OF \_\_\_\_\_

Personally appeared before me, a Notary Public in and for the state and county aforesaid, \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged such person to be \_\_\_\_\_ of THE CITY OF MORRISTOWN, a municipal corporation, and that as such \_\_\_\_\_, being authorized so to do, executed the foregoing instrument for the purposes therein contained and expressed, by signing the name of the said limited liability company as its \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

STATE OF TENNESSEE  
COUNTY OF \_\_\_\_\_

Personally appeared before me, a Notary Public in and for the state and county aforesaid, JOHN D. BELL, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged that he executed the foregoing instrument for the purposes therein contained and expressed.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

I hereby swear or affirm that the actual consideration or true value of this transfer, whichever is greater, is \$\_\_\_\_\_.

\_\_\_\_\_  
Affiant.

SWORN to and Subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

This Instrument Prepared By:  
Carroll Anderson & Foust LLP  
918 West 1<sup>st</sup> North Street  
Morristown, TN 37814

## DEED OF EASEMENT

This DEED OF EASEMENT is made and entered into this the \_\_\_\_\_ day of September, 2021 by and between THE CITY OF MORRISTOWN, a municipal corporation, hereinafter "GRANTORS" and SUMMIT MEDICAL GROUP, PLLC, a professional limited liability company, hereinafter "GRANTEE".

Whereas, Grantors is the owner of certain land being described generally as Tract 1 of Bell - Seals Subdivision and more particularly described by Plat of Record in Plat Book LPLAT, page 85 in the office of the Register of Deed's for Hamblen County, Tennessee, and

Whereas, Grantee is the owner of certain land being described generally as being part of Lot 2 of Bell-Melling Subdivision (a resubdivision of Tract 2 of Bell-Seals Subdivision) described by Plat of Record in Plat Book LPLAT, page 111, in the office of the Register of Deed's for Hamblen County, Tennessee, and

Whereas, Grantee has had a site plan prepared of its land and said site plan depicts a need to use a portion of Grantor's land, and

Whereas, Grantor agrees to allow Grantee access its said portion of land.

NOW, THEREFORE, for and in consideration of \$1.00 cash in hand paid and other good and valuable consideration, Grantors do hereby bargain, sell and convey unto Grantee, its heirs and assigns, an easement for the full use and enjoyment of a portion of its land, more particularly described as follows:

SITUATED, LYING AND BEING in the 1<sup>st</sup> Civil District of Hamblen County, Tennessee, and being more particularly described as follows:

BEGINNING at a point pin in the northeast corner of Lot 2 of Bell-Melling Subdivision (LPAT/111), corner to City of Morristown, Tract 1 of Bell-Seals Subdivision (LPLAT/85), a 60' Easement shown on said Plat; thence creating a severance, the following two calls: North 33 deg. 15 in. 51 sec. West 165.00 feet to an point; thence North 56 deg. 44 min. 09 sec. East 222.59 feet to a point, corner to said Lot 2 of Bel-Melling Subdivision (LPLAT/111); thence with said Lot 2, South 16 deg. 53 min. 31 sec. East 171.97 feet to a point; thence South 56 deg. 44 min. 09 sec. West 174.11 feet to point of BEGINNING.

BEING a portion of the same property conveyed to The City of Morristown, a municipal corporation, by deed of Kenneth H. Seal and Wanda Lou Seal Peoples, dated March 15, 2017 and of record in Book 1699, page 619 in the office of the Register of Deed's for Hamblen County, Tennessee.

This easement shall run with the title to the land of Summit Medical Group, PLLC.

Grantee hereby expressly agrees to indemnify and hold Grantor harmless for loss to persons using said easement as owners, employees, agents, guests or invitees of Grantee.

TO HAVE AND TO HOLD unto the said, Grantee, its heirs and assigns, the hereinabove described real estate, together with all the hereditaments and appurtenances thereunto appertaining, as an easement subject to conditions.

AND I COVENANT with Grantee, its heirs and assigns, that I am lawfully seized and possessed of the hereinabove described real estate, that I have a good and lawful right to sell and convey the same, and that it is unencumbered. I will warrant and forever defend the title thereto against the lawful claims of all persons whomsoever.

Grantee joins in this deed to accept the conditions and duties to be performed to continue the easement.

IN WITNESS WHEREOF, this instrument has been executed on the \_\_\_\_\_ day of September 2021.

**City of Morristown**

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**Summit Medical Group, LLC**

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_



STATE OF TENNESSEE  
COUNTY OF \_\_\_\_\_

Personally appeared before me, a Notary Public in and for the state and county aforesaid, \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged such person to be \_\_\_\_\_ of THE CITY OF MORRISTOWN, a municipal corporation, and that as such \_\_\_\_\_, being authorized so to do, executed the foregoing instrument for the purposes therein contained and expressed, by signing the name of the said limited liability company as its \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

STATE OF TENNESSEE  
COUNTY OF \_\_\_\_\_

Personally appeared before me, a Notary Public in and for the state and county aforesaid, \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged such person to be \_\_\_\_\_ of SUMMIT MEDICAL GROUP, PLLC, a professional limited liability company, and that as such \_\_\_\_\_, being authorized so to do, executed the foregoing instrument for the purposes therein contained and expressed, by signing the name of the said limited liability company as its \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

I hereby swear or affirm that the actual consideration or true value of this transfer, whichever is greater, is  
\$\_\_\_\_\_.

\_\_\_\_\_ Affiant.

SWORN to and Subscribed before me this\_\_\_\_\_ day of \_\_\_\_\_, 2021.

My Commission expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

To: Mayor and City Council  
From: Anthony W. Cox, City Administrator  
Subject: Downtown Event – Pumpkin Patch  
Date: September 17, 2021

You will recall that Council held a workshop on September 7, 2021 to hear a presentation from Downtown Morristown for a “pumpkin patch” event. The event would require the closing of a portion of Peavine Alley for the month of October.

The code of ordinances provides the following regarding special events in City streets:

**Sec. 16-110. - Special uses regulated.**

*It shall be unlawful for any club, organization, or similar group to hold any meeting, parade, demonstration, or exhibition on the public streets without first securing a special use permit from the city administrator or his designee. No permit shall be issued that does not comply with the special use permit application requirements. The permit shall not be granted unless such proposed activity will not unreasonably interfere with traffic, and unless a representative from the organization agrees to immediately clean up any and all litter which may be left on the streets or sidewalks as a result of the activity. It shall be unlawful for any organization and representative obtaining such a permit to fail to carry out the agreement to immediately clean up the resulting litter. If the terms and conditions of the application and permit are not followed, additional fees may be charged in accordance with the permit application guidelines. Fees for the special use permit include a \$10.00 application fee and a \$250.00 refundable damage/clean-up deposit that must be submitted at least 20 days prior to the event. Any additional fees will be charged in accordance with the permit application guidelines.*

The special use permit application guidelines did not anticipate a street closing with a duration of a month. Considering this, the special use requires action by the City Council.

As indicated in the workshop on the 7th, staff did not identify any public safety or traffic concerns that could not be accommodated with this event. Based on the feedback from Council and the staff evaluation of the event, approval of the special use is recommended.

## **2020 Consolidated Annual Plan Evaluation and Review (CAPER)**

### **7-1-20 to 6-30-21 CDBG program**

#### **City of Morristown, TN**

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.

The CDBG program is one of the Federal government's most effective means to revitalize low and moderate-income communities across the country. CDBG funding supports homeownership, housing rehabilitation, public improvements and economic development projects while encouraging additional local investment. CDBG makes its way into local economies through an extensive network of local organizations and remains a necessary resource for families and communities.

Over 1,200 state and local governments receive annual CDBG funding. Every State, Territory, and Congressional District receives or has access to CDBG funds. The importance of this funding to meet the unique needs of local communities is widely recognized.

Since 1974, the CDBG program is one of the longest continuously run programs at HUD. CDBG has provided critical public services benefitting over 139 million people. The CDBG program has made a difference in the lives of millions of people and their 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 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 fourth five year Consolidated Plan was developed in 2014. This report represents our 5th year into the third plan.

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.

Each year Entitlement Communities, as designated by HUD, must submit the 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 Meetings to solicit public input for this CAPER is to be held on September 9, 2021, at 12pm and 5pm, with a final hearing during the City Council meeting on September 21, 2021. A draft of the proposed CAPER was made available to the public on September 2, 2021. The final, approved CAPER will be sent to HUD by September 30, 2021.

All programs funded by the City of Morristown with CDBG entitlement funds are in accordance with HUD regulations. The City of Morristown's FY 2020-21 funding represents the 17th year of receiving entitlement grant funds. The amount of funding for FY 2020 was \$306,898.00. The 2020 Action Plan funded the following:

Downtown Corridor Improvements	\$75,556.00
Homeowner Rehab/Emergency Repair	\$100,000.00
Façade Economic Development Program	\$50,000.00
MHCS Homeless prevention program	\$10,000.00
TVCH CoC HUD HMIS Program	\$5,000.00
Breath of Life Men's Shelter	\$5,000.00
Administration (20%)	<u>\$61,342.00</u>
TOTAL	\$306,898.00



## **Project Summaries**

Project Title: **Downtown Corridor Improvements**

Project Description: Improvements to the downtown corridor including signage, Water Line/Pressure Improvement (Fire Suppression), Skywalk Repair, ADA Improvements and wastewater/drainage improvements.

Priority Need/Local Objective: The need to benefit low to moderate income persons, urgent need was identified as a high priority level in the 2019 Consolidated Plan.

Funding Sources: CDBG- \$75,556.00

The City of Morristown's entire populations will benefit from improvements to the Central Business District/Downtown Corridor. The demographic data describing the population are included in the Analysis of Impediments to Fair Housing completed in 2019 Consolidated Plan. Improvements included are signage, Waterline/Pressure Improvements (Fire Suppression), Skywalk Repair, ADA Improvements and wastewater/drainage improvements.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Public Facilities & Improvements	LMA	03J	570.201(c)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
110	Local Government	7-1-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
n/a	n/a	n/a	n/a

## 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	Strengthen current services	Monitor through completion	n/a	n/a

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 2019-2023 Consolidated Plan.

Funding Sources: CDBG- \$100,000.00

The City of Morristown continued to utilize the CDBG funds above as part of a multifaceted revitalization project. The program includes; homeowner rehab, sewer lateral repair and tap fee assistance, emergency repairs, and demolition/clearance activities.

Each unit rehabilitated will receive “green” energy conservation measures that exceed local and international codes. This may include, but not be limited to, replacing appliances and heating/air units with energy star rated machines. Windows, insulation, fixtures and lighting will also be upgraded as necessary to exceed energy conservation code.

The Sanitary Sewer Program assists qualified homeowners in paying sanitary sewer system connection fees and repairing laterals.

Assistance will be subject to the availability of CDBG funding budgeted for the Program. The level of Program assistance will be based on household income.

If the household income is classified as:

**Low income**, the Program grant will be 75 percent of both the single-family connection fee and sewer cleanout fee, and up to \$1,200 of the house service charge;

**Very low income**, the Program grant will be 100 percent of both the single-family connection fee and sewer cleanout fee, and up to \$1,600 of the house service charge;

The dwelling for which sanitary sewer assistance is provided must be an owner-occupied, single-family residence and be located within the corporate limits of Morristown. The dwelling must not be on the market and homeowners must state their intent to reside in the home for at least one year after sanitary sewer is connected. Homeowner will be responsible for all related expenses not specifically listed in these policies and procedures.

The Emergency Repair Program will assist qualified very-low income homeowners with repairs necessary to correct situations which pose an immediate threat to the health and safety of those who reside in the home. The dwelling must be an owner-occupied, single-family residence and be located within the corporate limits of Morristown.

Eligible emergency repairs include, but are not limited to electrical, roofing, plumbing and HVAC repairs. Foundation repair or replacement is not eligible. The Emergency Repair Program provides grants of up to \$5,000 to pay for approved repairs.

Only one emergency repair grant will be awarded for a dwelling during a five-year period. A home on which emergency repairs are made would remain eligible for the City's Housing Rehabilitation Program, but the cost of any emergency repairs would count against the \$25,000 rehabilitation program cap.

Demolition/clearance activities will be assessed individually on an as necessary basis. Only dilapidated and blighted structures and property will be considered for clearance. Areas that meet the HUD definition of "blighted" will receive priority.

This program will be administered through the Community Development/Planning department and new consultants Knoxville Community Action Center (KCAC) housing

The City of Morristown and KCAC will continue to follow all CDBG regulations in the operation of our housing rehabilitation program. We intended to solve certain local housing problems and in so doing, we will be aware of and follow State, Federal and local laws which apply to our program. The City and KCAC will administer our program in an open, fair and equitable fashion so that contractors, homeowners, and

the community at large understand the guidelines under which the program will operate. The City and KCAC will insure that objectives are met, that each eligible citizen receives a quality job and that the community has benefited from the program.

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

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
113	Local Government	07-01-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
Rehab 10 units	10	<b>113</b>	<b>9</b>

#### **Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/Accessibility	Rehab 6 eligible units	Monitor through completion	10	<b>9</b>

Project Title: **Façade Program**

Project Description: Provide up to 5 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 2019 Consolidated Plan.

Funding Sources: CDBG- \$50,000      Business owners \$50,000

The Façade Improvement Grant program seeks to encourage downtown and South Cumberland Street building owners and tenants to invest in their Target Area by financially assisting with appropriate exterior renovations to their buildings. The intention is to stimulate building improvements while being mindful of the historical significance and uniqueness of the downtown and South Cumberland structures. Replacing damaged, boarded or bricked-up windows, main level storefront improvements, cornice repair and repainting or removing paint from buildings that have been previously painted is a priority.

The Building Façade Improvement Grant is a reimbursement program and requires that the property or business owner contribute a minimum of 50% of the total cost of the renovation. The maximum grant amount will be \$5,000. Grants will be paid upon successful completion of the project and submission of proper documents.

Grant funds will be disbursed on a first come-first served basis as long as funds are available for the program.

#### Eligibility

To qualify for the Façade Improvement Grant, the building must be located within the 'Downtown Core', on Buffalo Trail, or South Cumberland St. The applicant must either be the building (property) owner or tenant of the property; however, if the applicant is the tenant, the property owner must provide written permission for any improvements. Exterior building improvements may consist of painting (excluding previously unpainted masonry), paint removal, storefront renovations, window repair/replacement, door repair/replacement, awnings (excluding facades adjacent to the overhead sidewalk system), signage, exterior lighting, masonry repainting, cornice repair/replacement and parapet improvements. Other improvements may be considered upon request. Grant funds may also be used for professional and permit fees. The work to be performed must be necessitated by normal wear and tear over time. It cannot be so substantial as to constitute reconstruction.

Building improvements shall reflect the architectural integrity of the entire building and the neighboring traditional streetscape. The sides of buildings (secondary facades) which are highly visible from nearby streets or public parking areas may be included in and are encouraged to be part of the building improvements. Participants are expected follow the standards set forth in the Crossroads Development District Renovation and Preservation Guidelines.

#### Administration



The Façade Improvement Grant program will be coordinated by the City of Morristown's Community Development Corporation. Grant applications will be reviewed by a Grant Review Committee consisting of the City of Morristown's Development Director, CDBG Grant Coordinator, and President of the Downtown Morristown Association and members of the Crossroads Development Partnership Design Committee.

#### Process

The grant process can be broken down into seven typical steps:

Step 1: Schedule a meeting with the Development Director and City of Morristown Chief Building Official or CDBG coordinator to discuss the proposed building renovations, grant availability and the application process.

Step 2: Develop a documented plan for the project. Improvements should follow the recommendations set forth in the Crossroads Development District's Renovation and Preservation Guidelines. At a minimum, the following information will be required to be submitted with the grant application:

- Color photo(s) of the existing building façade(s)
- Elevation drawings or renderings of proposed improvements. Dimensions of changed openings, cornice work, signage, awnings, etc. should be included. Simple window replacement, repair work or painting would not require drawings.
- Samples of paint color(s), illustrative product specifications for windows, lights, awnings, signage, millwork, etc. and information on any proposed cleaning methods.
- At least two estimates for the cost of the work to be completed.

Step 3: Submit a complete grant application with the required attachments.

Step 4: The Grant Review Committee will review the application and make a recommendation. Applications will be reviewed and awarded within one month of submittal.

Step 5: If the applicant needs more time to start their project, he or she must provide a written statement with a reasonable explanation for the extension. Work should be completed as quickly as possible. Any changes necessitated while the project is under construction must be approved by the Grant Review Committee prior to installation. All construction must be done in accordance with applicable codes. It is the responsibility of the

building owner, tenant or their designee to obtain any applicable building or sign permits.

Step 6: The renovation is inspected by the Grant Review Committee to verify that the submitted plan has been followed and construction completed satisfactorily.

Step 7: The applicant will submit a grant payment request letter accompanied by proof of expenses and proof of payment. Grant funds will be paid within 30 days of the approved grant payment request.

#### Appeals

If the grant application was disapproved by the Grant Review Committee, the applicant may resubmit the application after addressing the application deficiencies or appeal the decision. If the applicant chooses to appeal the decision, a letter of appeal and supporting documentation must be sent to the Development Director stating the reason for the appeal. The letter of appeal and supporting documentation will then be forwarded to the Morristown City Council which will review the appeal and make final determination of the grant application. If the application is denied by the City Council, the applicant may resubmit after addressing the initial deficiencies.

<b>National CDBG Eligible Activity Category</b>	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b>	<b>CDBG Citation</b>
Direct financial assistance for for-profits	LMA	18a	570.201(c)

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
111	Local Government	7-1-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of improved facades	<b>10</b>	<b>111</b>	<b>8</b>

### **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	Repair 10 businesses facades	Monitor through completion	10	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 2019 Consolidated Plan.

**Funding Sources:** CDBG- \$5,000.00

The HMIS program is designed to aggregate data collected by all users in order to generate an unduplicated count of clients served within a community's system of homeless services. The Tennessee Valley Coalition's HMIS covers an eleven county regional area comprised of Hamblen, Cocke, Jefferson, Sevier, Blount, Monroe, Loudon, Grainger, Claiborne, Union, and Campbell Counties. The HMIS provides up to date information on client characteristics and service utilization. It allows member agencies to track services provided, to network and consult, and to better serve our homeless populations by reducing duplication of services and fraud.

The HMIS Homeless Facilities project National Objective is 'low/mod limited clientele' as the primary beneficiary will be homeless persons. The overwhelming majority of the beneficiaries will be LMI or lower.

The eligible activity category/accomplishment type is 'Public Services'. The specific clientele to be served by this program are at least 51% low/mod income persons.

The Performance Measure Objective for this program is 'Suitable Living Environment' and the Outcome will be 'Availability / Accessibility' as it increases access or availability to shelter or service that improves the beneficiary's living environment.

The software program tracks the number of individuals served as well as the client and system level activities provided with measurable

results. These Outcome performance indicators will be identified and tracked by the software and reported annually to HUD.

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

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
115	Local Government	7-1-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of clients served	200	115	194

#### **Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	200	194

Project Title: **Administration**

Project Description: General program administration, project implementation/ monitoring, training, reporting, adherence to all HUD regulations.

Priority Need/Local Objective: Planning/Administration  
 Funding Sources: CDBG-\$61,342.00

<b>National CDBG Eligible Activity Category</b> General Program Administration	<b>CDBG National Objectives</b>	<b>HUD Matrix Code</b> 21A	<b>CDBG Citation</b> 570.206(a)
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<b>Project ID</b> 116	<b>Type of Recipient</b> Local Government	<b>Start Date</b> 7-1-20	<b>Completion Date</b> 6-30-21
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<b>Performance Indicator</b> n/a	<b>Proposed Annual Units</b> n/a	<b>IDIS Activity #</b> 116	<b>Units Upon Completion</b> n/a
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#### 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
n/a	n/a	n/a	n/a	n/a	n/a

**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 2019 Consolidated Plan.

**Funding Sources:** CDBG- \$10,000.00 Central Services \$10,000.00

Morristown Hamblen Central Services, Inc. has a long history of service to the local community that began in the early 1930s. The concept of a centralized agency to serve needy families was a novel idea at the time, but with continued growth and community support, Central Charities expanded to an incorporated 501 (c) 3 in 1969, chartered under the name of Central Services. The agency's property acquisition in 2007 has expanded Central Services into one of the largest community funded social service agencies in the area. The new, larger facility has enabled partnerships with numerous other services and agencies to provide a comprehensive approach to service delivery. With each expansion, Central Services has developed more efficient and effective ways to help needy families in our area without duplication of services.

Central Services receives a significant amount of community support and local funding that enables their programs to exist, but the current economic conditions hinder funding at a time when requests for services are increasing. Evictions, utility terminations and increasing housing deposits are making homelessness more of a reality than ever before.

Funding from the Community Development Block Grant will enable Central Services to strengthen the current services offered by the agency that prevent homelessness. Funding will be utilized for direct client services including rent and mortgage payments to prevent eviction, and emergency utility assistance. Lack of utilities is becoming more of a reason for eviction especially in rental assistance and public housing arenas.

The Central Services Homeless Prevention Program National Objective will be 'low/mod limited clientele' as the primary beneficiary will be homeless persons. The overwhelming majority of the beneficiaries will be LMI or lower.

The eligible activity category/accomplishment type will be 'Public Services'. The specific clientele to be served by this program will be at least 51% low/mod income persons.

The Performance Measure Objective\_ for this program will be 'Suitable Living Environment' and the Outcome will be 'Availability /



Accessibility' as it will increase access or availability to shelter or service that will improve the beneficiary's living environment.

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

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
112	Local Government	7-1-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of clients served	1000	112	4782

#### Annual Action Plan Performance Measurement

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	End chronic homelessness	Monitor # of individuals assisted toward moving out of homelessness	1000	4782

**Project Title: Breath of Life Men's Shelter****Project Description:** Assistance for shelter operations**Priority Need/Local Objective:** The need for homeless facilities/services was identified as a medium level priority in the Morristown 2019 Consolidated Plan.**Funding Sources:** CDBG- \$5,000

Breath of Life Men's Shelter offers shelter and assistance to men in the community that are homeless. Breath of Life Men's Shelter offers assistance in employment, Christian counseling, and rehabilitation programs. These are self-help transitional programs. Assessment of each individual is done on weekly basis including random drug testing.

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

<b>Project ID</b>	<b>Type of Recipient</b>	<b>Start Date</b>	<b>Completion Date</b>
114	Local Government	7-01-20	6-30-21

<b>Performance Indicator</b>	<b>Proposed Annual Units</b>	<b>IDIS Activity #</b>	<b>Units Upon Completion</b>
# of clients served	18	114	18

**Annual Action Plan Performance Measurement**

<b>National Performance Measure Objective</b>	<b>National Performance Measure Outcome</b>	<b>Specific Objectives</b>	<b>Proposed Actions</b>	<b>Accomplishment Data by CDBG Program Year</b>	
				<b>Proposed</b>	<b>Actual</b>
Create suitable living environment	Availability/ Accessibility	End chronic Homelessness and addition	Monitor # of individuals assisted	18	18

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

