

## City Council Meeting Minutes

The Shelbyville City Council met in regular **Study Session** on **Tuesday, May 2, 2023**, at the Shelbyville Recreation Center, 220 Tulip Tree Road. The meeting was called to order at 6:00 PM by Mayor Randy Carroll.

The following were present: Mayor Randy Carroll, Councilmember William Christie, Councilmember Marilyn Ewing, Councilmember Stephanie Isaacs, Councilmember Bobby Turnbow, Councilmember Henry Feldhaus and Councilmember Gary Haile. Also, present were City Manager Scott Collins, City Treasurer Kay Parker, City Recorder Lisa Smith, and City Attorney Ginger Shofner.

**TLM & Associates – Engagement Letter (Building Program):** City Manager Collins advised City Staff has been working for several months on a Building Program primarily for Police and Fire. This Engagement Letter is for TLM to provide professional Architectural services for this project. Randy McKinnon, with TLM introduced himself and Ginger French and stated they were looking forward to working with the City. Councilmember Feldhaus noted the aggressive timeline and questioned if it changed and needed to be extended would the fee change. McKinnon stated the fees are estimated on the cost of the project and will be adjusted as the design progresses and the project moves forward.

**Juneteenth Holiday:** Collins advised the General Assembly has declared Juneteenth as a State Holiday and in 2021 the Federal Government recognized it as a Federal Holiday. He is requesting that this Holiday be added to the City's Holiday schedule.

**Site Development Grant - Extension:** Manager Collins advised this is not a company specific Grant but a Site Development Grant for the Industrial Park. The Engineering officials working on the Site have requested an extension to extend the Contract on this Grant from January 30, 2024, to September 30, 2024.

**Review of RFP – Sale of Spring Street Properties:** City Manager Collins noted there had been two (2) proposals for the sale of the Spring Street Properties. One from Glass Hollow Table & Traven and the other from Grindstone Cowboy. Both principals were present to answer any questions. Councilmember Ewing questioned if the proposals were for both buildings and Collins stated they were. There was some other discussion on the cash offers and their plans for the use of the building along with anticipated timelines.

**Establishment of Tourism Department:** Collins requested to delay this action to allow time to develop the Department and get someone hired. He further noted he would like to have a stand-alone Council Work Session to allow Ryan French, South Central Tennessee Tourism Agency to address the Council.

**Establishing a City YouTube Channel:** Manager Collins advised this is a request for the Council to authorize the establishment of a City directed YouTube Channel. The Channel will be used for video streaming City Meetings and other City events. This would allow the City to direct the message to citizens. Councilmember Feldhaus asked if the new IT Director would be involved, and Collins stated yes, he would be working to get the meetings moved to the Chamber and then this would be his top priority. There would be a need to purchase some equipment, maybe around \$10,000. Feldhaus stated we currently have \$30,000 in a specific line item that could be used for that.

**Purchase of Vehicles – TN Statewide Contract – FY24:** Purchasing Director Lori Saddler and Fire Chief Matt Doak stated the availability of vehicles has been worse this year and the costs are going up. In order to avoid some of the increase the Departments would like authorization to purchase the vehicles they have budgeted in the FY24 Budget if they become available prior to July 1<sup>st</sup>. There is the possibility there could be some 2023 Models available with Lonnie Cobb Ford who does hold a Statewide Contract. If they wait till after

July 1<sup>st</sup> they would then purchase next year's models that could cost as much as a 20% increase. This is a request to allow the purchase of the FY24 vehicles prior to July 1<sup>st</sup> if they become available for savings. The build and ship date would most likely not be prior to July 1<sup>st</sup> so the vehicles would be in next year's Budget just have the Purchase Order issued prior.

**Corporate Hangar Site Development Grant - Extension:** Airport Director Paul Perry advised there is a request to extend the time on the Development Grant for the Hangar Site Development. He noted the Government is running behind and they have requested to extend the time by a year so it will become a two-year Grant. Councilmember Christie asked when the sewer system work would begin, and Perry advised within the next week or so and once the work was started it would be a 120-day project.

**Removal of Three (3) Metal Buildings (Park Property):** Purchasing Director Saddled advised they had opened Bids to have the buildings removed but did not receive any. Park Director Mike Alsup asked how the Council would like to move forward. Councilmember Feldhaus noted that the site would also need to be prepared by removing all the concrete pads so that may need to be a part of the request to get the buildings removed.

**Power Board Appointments:** City Recorder Smith advised there would be two seats open on the Power Board and she has received 7 applications. The interviews will be prior to the City Council Meeting in May with the Appointments being made at the May Business Meeting.

**Corridor Access Management Agreement (CAMA):** City Planner Waleed Albakry advised this is an agreement that is used to regulate access to state highways in order to improve safety and reduce congestion. These agreements are established through a collaborative process between TDOT and local governments. This is not a request for any action, just an update. It will come back before the Council at a later date.

**Shelbyville Bedford Partnership:** Gary Fayard, Board Member of the Shelbyville Bedford Partnership addressed the Council and gave an update on the Partnership's activities. He noted the Partnership is funded by the City and County at \$100,000 each and they \$200,000 in private funds. The Partnership is requesting that the City continue to fund them at the same amount for the FY24 year. Additionally, they request that the City consider hiring the services of a company called Buxton, a company that gathers retail information.

**Habitat for Humanity Request:** Pam Birtcil, Director of Habitat for Humanity requested a \$10,000 contribution from the City to assist with the next building project for Habitat.

**Winnett & Associates Engagement Letter:** The standard letter received from our Auditing Firm each year. Their cost has increased, and we will have an additional fee of \$5,000 if a single Audit is required due to us receiving more than \$750,000 in Grant Funds.

#### **OLD BUSINESS:**

##### **ORDINANCES – Second / Final Reading and Public Hearing**

**An Ordinance of the City of Shelbyville, Tennessee to Approve the Rezoning of 0.55 (+/-) Acre Owned by Greg Curl, Newly Subdivided Parcel Constituting the Back Portion of the Original Parcel Which is Referenced on Bedford County Tax Map 0.88.00, Parcel 006.05 From the Medium Density Residential District (R-3) Zoning District to the Low Density (R-1) Zoning District and Repealing Any Ordinance or Portion of Ordinance in Conflict Therewith.** There was no discussion on this item.

**An Ordinance Regulating the Use of Engine Compression Braking Devices.** There was no discussion on this item.

**NEW BUISNESS:**

**ORDINANCES – First Reading:**

**Ordinances – First Reading**

**An Ordinance of the City of Shelbyville, Tennessee to Approve the Rezoning of 1.6 (+/-) Acres Owned by James Bret Röllins, Located on the South Side of Madison Street and Comprising the Northern Portion of Bedford County Tax Map 090, Parcel 113.00 From the General Commercial (C-2) Zoning District to the High Density Residential (R-4) Zoning District, and Repealing Any Ordinance or Portion of Ordinance in Conflict Therewith.** Planner Albakry reviewed this request and advised it meets all requirements for the rezoning and did receive a favorable recommendation for approval from the Planning Commissioner.

**An Ordinance of the City of Shelbyville, Tennessee to Approve the Rezoning the Rezoning of 1.6 (+/-) Acres Owned by Shasha LLC, Located on the East Side of Bethany Lane and Referenced on Bedford County Tax Map 089F, Group G, Parcel 018.00 Form the General Commercial (C-2) Zoning District to the High Density Residential (R-4) Zoning District and Repealing any Ordinance or Portion of Ordinance in Conflict Therewith.** Albakry noted this application for rezoning does not match the surrounding property uses, it does not match the Future Land Use Map and the Planning Commission provided an unfavorable recommendation. The site is surrounded by Commercial zoning which consists of some heavy industrial.

**An Ordinance to Amend the Adopted Budget Ordinance (As Amended) of the City of Shelbyville, Tennessee Various Funds, For the Fiscal Year 2022-2023, the Period Ending June 30, 2023.** There was no discussion on this item.

**RESOLUTIONS**

**A Resolution to Adopt the Design Standards for the City of Shelbyville.** Albakry noted these Design Standards were worked through several workshops and have been reviewed and adopted by the Planning Commission at their most recent meeting. A Public Hearing will be held at the Business meeting prior to the Council's vote.

**A Resolution of the Mayor and City Council of the City of Shelbyville, Tennessee, Authorizing a Grant Application with the State of Tennessee Department of Agriculture for Animal Friendly Spay/Neuter Grant.** This is a standard annual Grant we receive to assist with Spay/Neuter costs.

**BUSINESS ITEMS:**

**PURCHASING / BIDS: -**

**Request for Proposal – Banking & Depository Services –** There were no questions or discussion on this item.

**Request for Qualifications Received – Professional Airport Services -** Purchasing Director Saddler advised there were 4 submittals and a committee reviewed them and unanimously chose Garver, who is the current Engineering Consultant for the Airport.

**Bids**

**Columbaria Project – Willow Mount Cemetery –** There will be 242 niches for the Columbaria and will be above ground. There was one bid for \$82,110 and the Budget was \$100,000. Additionally, there will be some concrete work required that will take the overage.

**APPOINTMENTS:** Power Board - Two Representatives – Three-Years Term - Council Appointment

**OTHER BUSINESS:** None

**ANNOUNCEMENTS:** None

**CITIZENS COMMENTS:** Steve Cain spoke about a drainage issue at his residence at 106 Maple Street.

**ADJORN:** With nothing further to discuss Mayor Randy Carroll adjourned the meeting at approximately 7:54 PM.

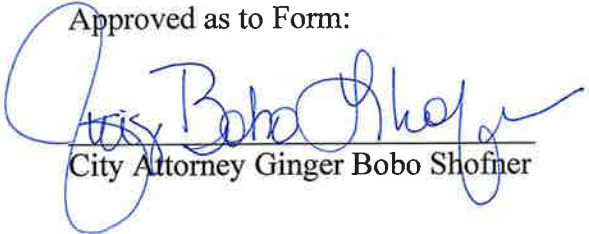
Approved:

  
Mayor, Randy Carroll

Attest:

  
City Recorder Lisa Smith

Approved as to Form:

  
City Attorney Ginger Bobo Shofner