



## TRANSIT, STREET & GARAGE AGENDA

**DATE: January 17, 2023**

**LOCATION: Street Department Conference Room**

**TIME: 1:00pm**

1. CALL TO ORDER
2. ATTENDANCE
  - a) Introduction of Members
3. ADOPTION OF MINUTES - November 21, 2022
4. DEPARTMENT REPORTS
  - a) Transit Report
    - Ridership Report for November and December 2022
    - Financial Report for September, October and November 2022
  - b) Street Report
    - Department Report - Orville Sykes
    - Work Orders - 235 completed in December
    - Litter clean-up on Needmore Rd. - 98 bags of trash picked up
    - Litter clean-up on Kraft St. - 35 labor hours, 30 equipment hours
    - Winter weather event - 12/22, 12/24, 12/26:
      - 849.5 labor hours, 2061.5 tons of salt used, 1380 lane miles traveled
    - Transportation 2020 Update - Chris Cowan
    - Capital Project Update
    - Exit 1 Improvements
    - Spring Creek Parkway
    - Liberty Park Sidewalk
    - School system sidewalk updates
  - c) Garage Report
    - Department Report - Bill Lee
    - Work order and fuel reports

5. COMMITTEE ACTION

Changing TSG committee meeting date and/or time

6. CITY COUNCIL ACTION

Ordinance 67-2022-23 - Hazelwood/Pisgah School Sidewalk Project

Ordinance 68-2022-23 - Meriweather Connection School Sidewalk Project

Ordinance 69-2022-23 - Rossvie Elementary Connection School Sidewalk Project

Ordinance 70-2022-23 - Northeast Complex Connection School Sidewalk Project

Ordinance 71-2022-23 - Peachers Mill School Sidewalk Project

Ordinance 72-2022-23: Revision of City Ordinance - Section 12, Chapter 6 - Cemeteries  
- Angie Sykes

7. NEW BUSINESS

8. PUBLIC COMMENTS (3 individuals 5 minutes each unless waived by Chair)

9. ADJOURNMENT

ORDINANCE 67-2022-23

AN ORDINANCE OF THE CITY OF CLARKSVILLE AUTHORIZING THE MAYOR, OR HIS DESIGNEE TO CONDUCT NEGOTIATIONS AND TO ENTER AN AGREEMENT FOR PURCHASE AND ACQUISITION OF EASEMENTS AND/OR PROPERTY RIGHTS FOR A PUBLIC PURPOSE FOR THE HAZELWOOD\PISGAH SCHOOL SIDEWALK PROJECT.

*WHEREAS,* the Clarksville City Council finds that improvements to certain streets and intersections within the City are a vital component to the proper function of the transportation system and enhanced quality of life for city residents; and

*WHEREAS,* the Clarksville City Council finds it to be in the public interest to acquire easements and/or rights of way for the purpose of constructing sidewalk improvements along Hazelwood Rd;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

That the Mayor, or his designee, may negotiate and enter into an agreement for the purchase and acquisition of any necessary property rights from affected property owners for the Hazelwood\Pisgah School Sidewalk Project, and said negotiations and/or acquisitions shall be performed in compliance with Tennessee Department of Transportation policies.

*FIRST READING:*

*SECOND READING:*

*EFFECTIVE DATE:*

ORDINANCE

ORDINANCE 68-2022-23

AN ORDINANCE OF THE CITY OF CLARKSVILLE AUTHORIZING THE MAYOR, OR HIS DESIGNEE TO CONDUCT NEGOTIATIONS AND TO ENTER AN AGREEMENT FOR PURCHASE AND ACQUISITION OF EASEMENTS AND/OR PROPERTY RIGHTS FOR A PUBLIC PURPOSE FOR THE MERIWETHER CONNECTION SCHOOL SIDEWALK PROJECT.

*WHEREAS,* the Clarksville City Council finds that improvements to certain streets and intersections within the City are a vital component to the proper function of the transportation system and enhanced quality of life for city residents; and

*WHEREAS,* the Clarksville City Council finds it to be in the public interest to acquire easements and/or rights of way for the purpose of constructing sidewalk improvements along Meriwether Ln;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

That the Mayor, or his designee, may negotiate and enter into an agreement for the purchase and acquisition of any necessary property rights from affected property owners for the Meriwether Connection School Sidewalk Project, and said negotiations and/or acquisitions shall be performed in compliance with Tennessee Department of Transportation policies.

*FIRST READING:*

*SECOND READING:*

*EFFECTIVE DATE:*

ORDINANCE

ORDINANCE 69-2022-23

AN ORDINANCE OF THE CITY OF CLARKSVILLE AUTHORIZING THE MAYOR, OR HIS DESIGNEE TO CONDUCT NEGOTIATIONS AND TO ENTER AN AGREEMENT FOR PURCHASE AND ACQUISITION OF EASEMENTS AND/OR PROPERTY RIGHTS FOR A PUBLIC PURPOSE FOR THE ROSSVIEW ELEMENTARY CONNECTION SCHOOL SIDEWALK PROJECT.

*WHEREAS,* the Clarksville City Council finds that improvements to certain streets and intersections within the City are a vital component to the proper function of the transportation system and enhanced quality of life for city residents; and

*WHEREAS,* the Clarksville City Council finds it to be in the public interest to acquire easements and/or rights of way for the purpose of constructing sidewalk improvements along Cardinal Lane;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

That the Mayor, or his designee, may negotiate and enter into an agreement for the purchase and acquisition of any necessary property rights from affected property owners for the Rossview Elementary Connection School Sidewalk Project, and said negotiations and/or acquisitions shall be performed in compliance with Tennessee Department of Transportation policies.

*FIRST READING:*

*SECOND READING:*

*EFFECTIVE DATE:*

ORDINANCE

ORDINANCE 70-2022-23

AN ORDINANCE OF THE CITY OF CLARKSVILLE AUTHORIZING THE MAYOR, OR HIS DESIGNEE TO CONDUCT NEGOTIATIONS AND TO ENTER AN AGREEMENT FOR PURCHASE AND ACQUISITION OF EASEMENTS AND/OR PROPERTY RIGHTS FOR A PUBLIC PURPOSE FOR THE NORTHEAST COMPLEX CONNECTION SCHOOL SIDEWALK PROJECT.

*WHEREAS,* the Clarksville City Council finds that improvements to certain streets and intersections within the City are a vital component to the proper function of the transportation system and enhanced quality of life for city residents; and

*WHEREAS,* the Clarksville City Council finds it to be in the public interest to acquire easements and/or rights of way for the purpose of constructing sidewalk improvements to access the Northeast School Complex;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

That the Mayor, or his designee, may negotiate and enter into an agreement for the purchase and acquisition of any necessary property rights from affected property owners for the Northeast Complex Connection School Sidewalk Project, and said negotiations and/or acquisitions shall be performed in compliance with Tennessee Department of Transportation policies.

*FIRST READING:*

*SECOND READING:*

*EFFECTIVE DATE:*

ORDINANCE

ORDINANCE 71-2022-23

AN ORDINANCE OF THE CITY OF CLARKSVILLE AUTHORIZING THE MAYOR, OR HIS DESIGNEE TO CONDUCT NEGOTIATIONS AND TO ENTER AN AGREEMENT FOR PURCHASE AND ACQUISITION OF EASEMENTS AND/OR PROPERTY RIGHTS FOR A PUBLIC PURPOSE FOR THE PEACHERS MILL SCHOOL SIDEWALK PROJECT.

*WHEREAS,* the Clarksville City Council finds that improvements to certain streets and intersections within the City are a vital component to the proper function of the transportation system and enhanced quality of life for city residents; and

*WHEREAS,* the Clarksville City Council finds it to be in the public interest to acquire easements and/or rights of way for the purpose of constructing sidewalk improvements along Peachers Mill Rd;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

That the Mayor, or his designee, may negotiate and enter into an agreement for the purchase and acquisition of any necessary property rights from affected property owners for the Peachers Mill School Sidewalk Project, and said negotiations and/or acquisitions shall be performed in compliance with Tennessee Department of Transportation policies.

*FIRST READING:*

*SECOND READING:*

*EFFECTIVE DATE:*

ORDINANCE

ORDINANCE

AN ORDINANCE AMENDING PART II (CODE OF ORDINANCES), TITLE 12 (STREETS AND OTHER PUBLIC WAYS AND PLACES), CHAPTER 6 (CEMETERIES) OF THE OFFICIAL CODE OF THE CITY OF CLARKSVILLE

*WHEREAS*, the City Council finds that the City Code, as pertains to the City owned Riverview Cemetery, needs to be amended to conform to current best practices for public owned cemeteries;

*NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CLARKSVILLE, TENNESSEE:*

(1) That Title 12 (Streets and Other Public Ways and Places), Chapter 6 (Cemeteries) is hereby deleted in its entirety, and a new Chapter 6 (Cemeteries) is substituted therefore as follows:

**TITLE 12 STREETS AND OTHER PUBLIC WAYS AND PLACES**

**Chapter 6 – Cemeteries**

**Sec. 12-601. – Cemetery Manager – Appointment; compensation**

The city's only cemetery, the Riverview Cemetery, shall have a Cemetery Manager which shall be a stand-alone position, who shall report directly to the Director of Streets and shall perform the duties set forth in section 12-602 and/or as reasonably prescribed by the Mayor or city council.

**Sec. 12-602 – General Duties**

The Cemetery Manager shall be required to ensure the opening and closing of the cemetery at proper times. He/she shall keep an up-to-date diagram showing the locations of available graves along with reference material on file of burials and lot owners, prepare and maintain records, deeds, and plats, with special emphasis and importance to be given to the historically significant graves. The Cemetery Manager shall give respectful attention to all visitors of the cemetery, and



shall provide them with such reasonable information as they request. He/she shall keep the grass, shrubs, and trees on the cemetery grounds neatly trimmed, keep the grounds free from all loafers, and from litter and debris, shall keep the driveways and walkways clean and in good repair, and shall perform such additional duties as the Mayor or council may reasonably prescribe.

**Sec. 12-603 – Reserved**

**Sec. 12-604 – Price of cemetery lots and other fees**

The price of lots in the city's Riverview Cemetery and other costs, such as opening and closing costs for funerals, etc. shall be determined by the Street Committee.

**Sec. 12-605 – Reserved**

**Sec. 12-606 – Reserved**

**Sec. 12-607 – Cemetery Manager to promulgate rules and regulations for Riverview Cemetery**

The Cemetery Manager is hereby authorized to promulgate rules and regulations for the orderly and efficient operation of the Riverview Cemetery including, but not limited to, regulations governing hours of operation, stones and monuments, and placement of objects at gravesites by private persons.

**Sec. 12-608 – Reserved**

*ADOPTED:*

## **Chapter 6 – Cemeteries**

Footnotes:

--- (1) ---

Cross reference – Zoning regulations concerning cemeteries, 11-601

### **Sec. 12-601. – Cemetery Manager – Appointment; compensation**

The city's only cemetery, the Riverview Cemetery, shall have a Cemetery Manager which is a stand-alone position, who shall report directly to the Director of Streets and shall perform duties set forth in section 12-602 and/or as reasonably prescribed by the Mayor or city council.

### **Sec. 12-602 – General Duties**

The Cemetery Manager shall be required to ensure the opening and closing of the cemetery at proper times. He/she shall keep an up-to-date diagram showing the locations of available graves along with reference material on file of burials and lot owners, prepare and maintain records, deeds, and plats, with special emphasis and importance to be given to the historically significant graves. The Cemetery Manager shall give respectful attention to all visitors of the cemetery, and shall provide them with such reasonable information as they request. He/she shall keep the grass, shrubs, and trees on the cemetery grounds neatly trimmed, keep the grounds free from all loafers, and from litter and debris, shall keep the driveways and walkways clean and in good repair, and shall perform such additional duties as the Mayor or council may reasonably prescribe.

### **Sec. 12-603 – Reserved**

### **Sec. 12-604 – Price of cemetery lots and other fees**

The price of lots in the city's Riverview Cemetery and other costs such as open and closing amounts for funerals, etc. shall be reviewed and determined by the Street Committee.

### **Sec. 12-605 – Reserved**

### **Sec. 12-606 – Reserved**

### **Sec. 12-607 – Cemetery Manager to promulgate rules and regulations for Riverview Cemetery**

The Cemetery Manager is hereby authorized to promulgate rules and regulations for the orderly and efficient operation of the Riverview Cemetery including, but not limited to, regulations governing hours of operation, stones and monuments, and placement of objects at gravesites by private persons.

### **Sec. 12-608 – Reserved**

- See Appendix E for additional information and general rules and regulations of the Riverview Cemetery

## **APPENDIX E – RIVERVIEW CEMETERY RULES AND REGULATIONS**

### **(I) General Rules and Regulations**

- (a) The Riverview Cemetery Manager reserves the right at any time, with approval from the Director of Streets, and subject to the review and approval of the Street Committee, to adopt new rules and regulations, or to amend the existing rules and regulations when their judgement is that such revisions or amendments are required or necessary for the orderly and efficient operation of the cemetery.
- (b) The term cemetery as used herein shall mean any and all established entrances to the cemetery, driveways and roads, and all of its grass/grounds area.
- (c) No trees, shrubs, bulbs, or plants of any kind shall be planted in the ground by lot owners or private persons at any time.
- (d) The cemetery shall be open from 7:00am until sunset. Any unauthorized person(s) found within the cemetery outside the prescribed opening hours will be considered a trespasser, and as such will be liable to prosecution.
- (e) No artificial flowers, real flowers, or other objects shall be placed in the ground around stones, markers, or gravesites during the mowing season which is typically from March until November.
- (f) No glass, or other breakable items are allowed at gravesites.
- (g) No wood chips, stones, gravel, trinkets, carpet, or any unauthorized material shall be allowed around gravesites and stones or markers.
- (h) The Riverview Cemetery staff reserves the right to remove any/all unauthorized items at any/all times without notification to the owner.

### **(II) Markers and Monuments**

- (a) All markers and monuments shall be constructed of granite, marble, or bronze unless approved by the Cemetery Manager.
- (b) Only flat markers, beveled, slants or a full ledger are allowed to be placed in the New Addition area of the cemetery, and must follow cemetery guidelines as listed below with the exception of U.S. veteran stones provided by the military.
- (c) Flat markers/stones shall be of typical standard size only as follows:  
12" x 24", 16" x 28", or 18" x 24"
- (d) Beveled or slant markers placed in the New Addition section must be of one solid piece, and go into the ground at least 6" for stability.
- (e) Full Ledgers are allowed of standard size only: typically 3 ft. x 7ft., and are allowed to be placed level with the ground or up to 4 inches above the ground level only.
- (f) Vases are allowed if they are attached to the top of the stone/marker only. No flower holders of any kind are allowed if placed into the ground area around the stone/marker, EXCEPT outside of the mowing season, and shall be removed during the mowing season.
- (g) The cemetery staff may place military stones as needed, adjust small stones that need straightening or have fallen over, but shall not handle any larger stones or uprights that may be unsafe without proper equipment. Family members may contact a monument company to reset or replace larger stones when necessary.

(III) **Interments and Dis-interments** - All interments in the Riverview Cemetery require an outer vault of concrete or better approved by the Cemetery Manager. A maximum of two interments allowed per burial lot whether it be one regular burial and one cremation remains (known as a second rights burial), or two cremation remains buried upper and lower lot. The cemetery staff assumes no responsibility for erroneous location of gravesites when open as requested. The cemetery staff reserves the right to correct any errors that may be made by it, during either interments, disinterment, or removal.

(IV) **Mausoleum and/or Columbarium**

- (a) The cemetery has set aside specific areas that are deemed inappropriate for ground burials due to solid rock under the ground surface
- (b) Future plans for these said areas may include, but not be limited to the erection of a mausoleum or columbarium
- (c) Construction work and setting of the mausoleum or columbarium shall be by a certified, licensed, and bonded company, with knowledge and experience with building such a structure
- (d) Costs associated with the purchase of or entombment in the crypts or niches of the mausoleum or columbarium shall be set at the time such construction occurs

(V) **Burial lot purchases and fees**

- (a) Purchase of lots
  - Burial lot (full size, 4 ft. x 8ft.) \$ 1,300.00
  - Infant or Cremation lot (1/2 size of regular lot) \$ 500.00
  - These lots are in a designated area
- (b) Opening and Closing costs
  - Week days (regular working hours) (regular burial) \$ 900.00
  - Weekends/Holidays/After hours (regular burial) \$ 1,100.00
  - Week days (regular work hours) (cremation/infant) \$ 400.00
  - Weekends/Holidays/After hours (cremation/infant) \$ 600.00

(c) Burial Lots must be paid in full at the time of purchase. The cemetery will hold an adjoining lot(s) for 30 days if requested for purchase at the same time.

(d) Opening and Closing costs shall be paid in full at the time arrangements are made for the funeral, or no later than two business days in advance of the funeral.

(e) The Riverview Cemetery must receive full payment for all purchases and services at least two business days in advance of any interment. No payment will be acceptable on the day of service or at the graveside. There is a lock box on the porch of the office for convenience to drop payments after hours.

- (f) All sales of cemetery burial lots are purchased on a first come, first to pay basis as to preference of locations. Family members purchasing a lot for a deceased person shall have thirty (30) days to purchase additional, adjoining lots if requested. After this thirty (30) day period, the lots are available to anyone/everyone at a first come, first pay basis.
- (g) All sales of burial lots, and payments for opening and closing costs shall be paid in either cash, check, or credit card with a small fee attached for credit card payments, and shall be paid in full at the time arrangements are made, or not later than two business days in advance of the funeral.
- (h) Transferring or selling of cemetery plots must be handled through the cemetery office. Before ownership of cemetery plots are transferred or sold, you must review and ensure your ownership paperwork is legally valid with the cemetery manager or representative. This paperwork shall be a deed and/or receipt of payment when the plot was originally purchased. Plots to be sold shall only be sold at the original purchase price, then documented properly at the cemetery office to update records with current information. Transfer of plots shall be of no charge, but must be documented at the cemetery office as well.

**(VI) Liability and Responsibility**

- (a) Neither the City of Clarksville, nor the Riverview Cemetery staff will assume any liability for loss or damage to monuments, markers, vases, or other objects placed on or around gravesites, or throughout the cemetery grounds from the acts of thieves, vandals, rioters, malicious mischief makers, and especially not from the elements of the weather whether such damage directly or indirectly results there from.
- (b) The Riverview Cemetery shall not be responsible for theft or damage to anything placed on graves and/or the cemetery grounds.
- (c) It is the responsibility of the owner or private person to adhere to the rules and regulations of the cemetery, and such items placed in non-compliance shall be removed by cemetery staff.

**FOR REFERENCE ONLY:**

**Cemetery Price Comparison (Current)**

<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Plot Purchase	Plot Purchase	Plot Purchase
\$1,000.00	\$1300 / \$1800	\$1400 / \$2100
(all plots)	(flat/upright)	(range depending on section)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Cremation Plot	Cremation Plot	Cremation Plot
\$350.00	\$600.00	n/a
(4 x 4)	(3 x 3)	(only sell full lots)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Open & Closing	Open & Closing	Open & Closing
\$750.00	\$1,000.00	\$1,100.00
(Weekday)	(Weekday)	(Weekday)
\$900.00	\$1200 / \$1400	\$1400 / \$1800
(Weekend/Holiday)	(Sat./Sun. & Holidays)	(Sat./Sun. - NO HOLIDAYS)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Open & Closing	Open & Closing	Open & Closing
Cremation/Infant	Cremation/Infant	Cremation/Infant
\$350.00	\$600.00	\$800.00
(Weekday)	(Weekday)	(Weekday)
\$450.00	\$900.00	\$1000 / \$1300
(Weekend/Holiday)	(Weekend/Holiday)	(Sat./Sun. NO HOLIDAYS)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Mausoleum-Crypt	Mausoleum-Crypt	Mausoleum-Crypt
N/A	Sold Out	\$8300 single
N/A	Sold Out	\$13,000 double
Collumbarium-niche	Collumbarium-niche	Collumbarium-niche
N/A	\$1250-\$1900 single	\$1800-\$2200 single
N/A	\$2700-\$2950 double	\$3000 double

\* O/C is typically included in the price for Mausoleums & Collumbariums

\* O/C is included for niches & crypts except on weekends - \$250.00 extra cost at Greenwood Cem.

\* The difference in the prices for the crypts and niches at Resthaven is getting a regular name plate w/date or getting a laser printed, nice designer plate



**FOR REFERENCE ONLY:**

**Cemetery Price Comparison (Proposed)**

Riverview	Greenwood	Resthaven
Plot Purchase	Plot Purchase	Plot Purchase
<b>\$1,300.00</b>	\$1300 / \$1800	\$1400 / \$2100
(all plots)	(flat/upright)	(range depending on section)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Cremation Plot	Cremation Plot	Cremation Plot
<b>\$500.00</b>	\$600.00	n/a
(4 x 4)	(3 x 3)	(only sell full lots)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Open & Closing	Open & Closing	Open & Closing
<b>\$900.00</b>	\$1,000.00	\$1,100.00
(Weekday)	(Weekday)	(Weekday)
<b>\$1,100.00</b>	\$1200 / \$1400	\$1400 / \$1800
(Weekend/Holiday)	(Sat./Sun. & Holidays)	(Sat./Sun. - NO HOLIDAYS)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Open & Closing	Open & Closing	Open & Closing
Cremation/Infant	Cremation/Infant	Cremation/Infant
<b>\$400.00</b>	\$600.00	\$800.00
(Weekday)	(Weekday)	(Weekday)
<b>\$600.00</b>	\$900.00	\$1000 / \$1300
(Weekend/Holiday)	(Weekend/Holiday)	(Sat./Sun. NO HOLIDAYS)
<b>Riverview</b>	<b>Greenwood</b>	<b>Resthaven</b>
Mausoleum-Crypt	Mausoleum-Crypt	Mausoleum-Crypt
N/A	Sold Out	\$8300 single
N/A	Sold Out	\$13,000 double
Collumbarium-niche	Collumbarium-niche	Collumbarium-niche
N/A	\$1250-\$1900 single	\$1800-\$2200 single
N/A	\$2700-\$2950 double	\$3000 double

\* O/C is typically included in the price for Mausoleums & Collumbariums

\* O/C is included for niches & crypts except on weekends - \$250.00 extra cost at Greenwood Cem.

\* The difference in the prices for the crypts and niches at Resthaven is getting a regular name plate w/date or getting a laser printed, nice designer plate