



FINANCE COMMITTEE

APRIL 23, 2019

MINUTES

NON-PUBLIC MEETING

City Attorney Lance Baker met with the City of Clarksville Finance Committee on Tuesday, April 23, 2019, at 3:00 p.m. in the City Hall Conference Room, 1 Public Square, Clarksville, Tennessee. All members were present with the exception of Councilman Henley.

PUBLIC MEETING CALL TO ORDER

The public meeting was called to order by Chairman Jeff Burkhart at 3:37 p.m.

ATTENDANCE

PRESENT: Jeff Burkhart, Tim Chandler, Valerie Guzman, Stacey Streetman

ABSENT: Jeff Henley

MINUTES

Councillady Guzman made a motion to adopt the March 26th and April 4th minutes as presented. The motion was seconded by Councillady Streetman. A voice vote was taken; the motion passed without objection

DEPARTMENT REPORTS

PURCHASING:

Director of Purchasing Camille Thomas shared the monthly bid summary and reported award of the following professional service contracts:

- Municipal Properties - Structural Investigation & Analysis of the Frosty Morn Building from K & S Engineering in the amount of \$7,500.00.

Mayor Pitts said he requested this analysis to see if any areas of the building were salvageable.

- Gas & Water - Meriwether Road & Trenton Road Utility Relocation for Roadway Improvements from McKay-Burchett & Co. LLC in the amount of \$10,000.00.
- Gas & Water - Fee Increase for the Relocation of Utilities for the Street Department's Road Widening & Realignment of Rossview Road from DBS & Associates in the increased amount of \$32,438.75 for a total contract price not to exceed \$191,526.31.
- Gas & Water - Fee Increase for the Miscellaneous Real Estate Appraisals from Mark Young Real Estate Appraisals in the increased amount of \$25,000.00 for a total contract price not to exceed \$50,000.00.

Mrs. Thomas reported sales of surplus property on *GovDeals.com* during March 2019 in the amount of \$56,786.00.

GENERAL FUND REPORT:

Chief Financial Officer Laurie Matta said revenues exceeded expenditures by \$14 million for the first nine months of FY19 and said \$32.8 million, or 95%, of budgeted revenues and 85% of billed property taxes had been collected. Expenditures totaled \$400,000 more than the previous year, but were still 2.7% under budget. Capital Project spending had reached \$5.6 million. Ms. Matta said the current Fund Balance was \$42 million or 43.3% of budgeted expenditures. The Department had applied for Tennessee Highway Safety grants to fund checkpoints and motorcycle safety enforcement.

CDE REPORT:

CDE Chief Financial Officer David Johns said the Broadband Division cash reached \$6.4 million with an upcoming \$2.6 million payment due on the interdivisional loan. Christy Batts said reports showed a net gain of 232 internet customers. Mrs. Batts said the recent F2 Con Gaming Event was a huge success. The Electric Division year-to-date earnings totaled \$10 million compared to \$8 million one year ago; net income was \$678,000.

CITY ATTORNEY:

City Attorney Lance Baker reported payment of the following legal expenditures and noted the King v. City case had been dismissed.

- Batson Nolan, *Robert Irvin v. City* - \$383.00
- Batson Nolan, *Robert Irvin v. City Court, et al.* - \$239.50
- Bradley Arant, *Jeff Robinson v. City* - \$19,724.81
- Bradley Arant, *Kimberly Black v. City* - \$11,289.01
- Bradley Arant, *Shawn Haynes v. City* - \$55.00

GAS & WATER

Interim General Manager Mark Riggins requested two new customer service positions, one to assist contractors and developers, and one for the call center. He said these additions would reduce response time, and noted that funding was already available from current vacancies. Council lady Guzman made a motion to approve both positions. The

motion was seconded by Councillady Streetman. A voice vote was taken; the motion passed without objection.

Mr. Riggins requested approval to acquire an appraisal for land along Fort Campbell Boulevard to construct an equalization tank for the Meadowbrook Sewer Lift Station trunk line. He said purchasing this land, which was adjacent to commercial property, would be less expensive than reconfiguring the City-owned parcel across the highway that was adjacent to a residential area. Councilman Chandler made a motion to approve this request. The motion was seconded by Councillady Guzman. A voice vote was taken; the motion passed without objection.

ORDINANCE 56-2018-19 (First Reading) Accepting donation of certain real property from Progress Properties, LLC, for the Progress Drive Pump Station

ORDINANCE 57-2018-19 (First Reading) Accepting donation of certain real property from Rossvie Farms, LLC, for the Victoria Ridge Pump Station

ORDINANCE 58-2018-19 (First Reading) Accepting donation of certain real property from Holly Point, LLC, for the Easthaven Pump Station

ORDINANCE 59-2018-19 (First Reading) Accepting donation of certain real property from Magnolia Drive Partnership for the Sango Mills Pump Station

ORDINANCE 60-2018-19 (First Reading) Accepting donation of certain real property from Betty D. Maynard for the Ivy Bend Pump Station

ORDINANCE 61-2018-19 (First Reading) Accepting donation of certain real property from C. D. Baggett Family Limited Partnership for the Brownsville Pump Station

ORDINANCE 62-2018-19 (First Reading) Accepting donation of certain real property from CLC Hidden Springs for the Hidden Springs Pump Station

There was no objection to considering these ordinances simultaneously. Councillady Guzman made a motion to forward these ordinances to the City Council with recommendations of approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

PARKS & RECREATION

Parks & Recreation Director Jennifer Letourneau had requested three new positions of Grounds & Facilities Maintenance 1 employees, but decided to address them during the FY20 Budget process. Councillady Streetman made a motion to postpone this request indefinitely. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

Mrs. Letourneau requested approval to accept donation of a Bluetick Coonhound statue, Tennessee's State Dog, for placement at the Dog Park in Liberty Park. Total value of the project was \$2,965. This donation from the Arts & Heritage Development Council was part of the organization's Tennessee Trail Project. Councillady Streetman made a motion

to approve this request. The motion was seconded by Councillady Guzman. A voice vote was taken; the motion passed without objection.

ORDINANCE 54-2018-19 (First Reading) Accepting donation of certain real property on Pollard Road from Joseph L. Gendreau for Greenway Trailhead parking

Project Manager David Smith said the addition of this 1.5 acres would relieve traffic congestion at the Pollard Road trailhead. Councillady Guzman made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

COMMUNITY & ECONOMIC DEVELOPMENT

ORDINANCE 63-2018-19 (First Reading) Approving an amendment to ORDINANCE 24-2017-18 regarding approval of a Clarksville Housing Authority Payment In Lieu Of Taxes Agreement for the South Central Village project

Community & Economic Development Director Keith Lampkin said this amendment was being requested so the PILOT Cooperation Agreement would contain the same language as the agreement previously adopted by Montgomery County. Mr. Baker said all stipulations of the PILOT and the revised Cooperation Agreement would revert to the original adoption date of both. Councillady Guzman made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councillady Streetman. A voice vote was taken; the motion passed without objection.

RESOLUTION 58-2018-19 Authorizing the grant application and adopting the 2019-2020 Annual Action Plan and the 2019-2020 Budget for Community Development Block Grant and HOME Programs

Mr. Lampkin said the Annual Action Plan was due to Housing & Urban Development no later than May 15th and noted the FY20 Federal funding of \$2,069,380 is less than the current year. Councilman Chandler made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councillady Streetman. A voice vote was taken; the motion passed without objection.

DISTRICT MANAGEMENT CORPORATION

ORDINANCE 55-2018-19 (First Reading) Amending the Official Code pertaining to the designation of the District Management Corporation from the Two Rivers Company to the Economic Development Council

Mayor Pitts presented this ordinance and noted that any taxes levied by the EDC would require prior approval by the City Council. Mr. Baker said the TRC would continue to exist as a non-profit agency. Since the current makeup of the EDC Board of Directors already included a City Council member, Councillady Guzman made a motion to amend this ordinance by deleting the additional City Council member on the EDC Board. The motion was seconded by Councillady

Streetman. Councillady Streetman noted that she was a volunteer for a TRC Committee, but would vote on this amendment. A voice vote was taken; the amendment passed without objection. Councillady Guzman made a motion to forward this ordinance as amended to the City Council with a recommendation of approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

INDUSTRIAL DEVELOPMENT BOARD

RESOLUTION 56-2018-19 Approving an amendment to the Economic Impact Plan for the 7th & Main Development Area

Mayor Pitts said Jennifer Willoughby, project developer, made the request to extend the tax increment financing for an additional five years to make the project economically feasible. Councillady Streetman made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

RESOLUTION 57-2018-19 Consenting for the Industrial Development Board to negotiate and accept Payment In Lieu of Ad Valorem Taxes [Montgomery Commons-Greenway, LP]

Councillady Streetman made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

PUBLIC COMMENTS

Ms. Matta informed the committee that she would present an amendment to the City Code relative to peddler permits as a New Business item for the April 25th Executive Session agenda.

ADJOURNMENT

The meeting was adjourned at 4:37 p.m.