



FINANCE COMMITTEE AUGUST 27, 2019

MINUTES

CALL TO ORDER

The regular monthly meeting of the City of Clarksville Finance Committee was called to order by Chairman Jeff Burkhart on Tuesday, August 27, 2019, at 3:30 p.m. in the City Hall Conference Room, 1 Public Square, Clarksville, Tennessee.

ATTENDANCE

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

MINUTES

Councilman Henley made a motion to adopt the minutes of July 23 and August 6 as presented. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

PURCHASING REPORT

On behalf of Director of Purchasing Camille Thomas, Katina Spainhoward shared the monthly bid summary and reported award of the following professional service contracts:

- Gas & Water - Design Services for a Sewer Hydraulic Model Update from Hazen & Sawyer in the amount of \$250,000.00.
- Police - Design & Development of the District 3 Precinct from Rufus Johnson Associates in the amount of \$209,000.00.
- Police - Boundary & Topographic Survey of the Proposed District 3 Precinct from McKay-Burchett & Co. in the amount of \$3,000.00.

- Municipal Properties - Development of a Proposed Building Schematic Based on the Structural Analysis of the Frost Morn Facility from K & S Engineering in the amount of \$8,500.00.
- Municipal Properties - Structural Investigation & Analysis of the Frosty Morn Facility from K & S Engineering in the amount of \$7,500.00.
- Recreation/Municipal Properties - Survey & Property Description of 520 Roselawn Drive from DBS & Associates in the amount of \$1,540.00.

Mrs. Spainhoward reported sales of surplus property on GovDeals.com in the amount of \$855.00

GENERAL FUND REPORT

Chief Financial Officer Laurie Matta said the current financial numbers were typical for the first month of a new fiscal year. Expenditures were exceeding revenues by \$2.9 million, although revenues were \$1.3 million more than the previous year. Approximately 5% of budgeted revenues had been collected. Expenses totaled 2.2%, or \$181,000 more than the previous year, but 3.8% below projections. Ms. Matta noted the normal cash flow situation for Clarksville Transit System because of pending grant reimbursements. Local Option Sales Tax collection increased 5.4%, or \$82,000, for the month. July sales tax collections totaled more than \$6 million providing \$1.5 million to the General Fund, \$75,000 to the Road Improvement Fund, and \$5.2 million to schools. Ms. Matta said capital projects totaling \$10 million had been closed with current monthly spending at \$440,000. The estimated beginning FY20 Fund Balance was \$30.1 million. The City had been awarded a \$1.8 million grant for the Red River Pedestrian Bridge and a Sam's Club grant of \$2,000 for RiverFest.

DEPARTMENT OF ELECTRICITY REPORT

CDE Chief Financial Officer David Johns said Broadband Division cash had reached \$4 million with year-to-date retained earnings of \$420,000. He said internet revenue had increased. Mr. Johns said the Electric Division reported normal July power usage with \$945,000 in retained earnings.

CITY ATTORNEY'S REPORT

City Attorney Lance Baker reported payment of the following legal expenditures:

- Bradley Arant, *Jeff Robinson v. City* - \$52,455.80
- Batson Nolan, *Liberty Park v. City* - \$30.00

CITY CODE AMENDMENTS

ORDINANCE 19-2019-20 (First Reading) Amending the Official Code relative to peddler permits

City Attorney Lance Baker said in light of a threatened lawsuit by a company whose primary business is door-to-door sales, some amendments to the peddler permit code were being recommended, mainly with regard to hours of solicitation. Councilady Guzman made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilady Streetman. A voice vote was taken; Councilman Chandler voted “nay.” The motion passed.

ORDINANCE 20-2019-20 (First Reading) Amending the Official Code relative to withdrawal of applications for zone change

Councilman Burkhart said the process for withdrawing zoning cases had been followed for quite some time, but this ordinance would codify the process. Councilman Burkhart made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilman Henley. A voice vote was taken; the motion passed without objection.

RED RIVER PEDESTRIAN BRIDGE

ORDINANCE 21-2019-20 (First Reading) Amending the FY20 Operating and Capital Budget in the amount of \$1,818,233 for a grant to construct the Red River Pedestrian Bridge

Chief Financial Officer Laurie Matta this amendment would allow the City to accept and appropriate a Tennessee Department of Transportation grant for construction of the Red River Pedestrian Bridge. She said matching funds of \$674,000 was already budgeted. Councilman Henley 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.

CTS BUS PROCEEDS

RESOLUTION 17-2019-20 Authorizing assignment of a portion of Fund Balance from insurance proceeds for Clarksville Transit System

Ms. Matta reminded the Committee that a CTS bus was recently damaged in a vehicle accident and said this resolution would allow the General Government to assign and hold insurance proceeds until a replacement bus is delivered.

Councilman Henley 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.

BIKERS WHO CARE

ORDINANCE 16-2019-20 (First Reading) Authorizing transfer of property on South Second Street to Bikers Who Care

Mayor Pitts said this property was located across Second Street from Valleybrook Park. The property had been conveyed to the BWC organization in 2003 with the stipulation that the land would be used as a park. He said the BWC had decided they could not develop the land as a park and was asking the City to remove the use stipulation so the property can be sold. Councilman Chandler made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilwoman Guzman. A voice vote was taken; Councilman Henley voted “nay.” The motion passed.

ORDINANCE 17-2019-20 (First Reading) Accepting donation of property on Franklin Street from Fifth Ward Missionary Baptist Church

Mayor Pitts said the church had offered to donate the property which contained a dilapidated house and said the land could be used to expand Dixon Park. Councilwoman Guzman made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilwoman Streetman. A voice vote was taken; the motion passed without objection.

PARKS & RECREATION

ORDINANCE 18-2019-20 (First Reading) Accepting donation of certain real property located at 520 Roselawn Drive from Edward Burchett

Director of Parks & Recreation Jennifer Letourneau said this property was located east and west of Burchett Park and noted the land would be used to expand the existing park. Councilman Henley made a motion to forward this agenda to the City Council for approval. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

LIBERTY PARK STATUE DONATION

Councilman Henley made a motion to accept donation of a bronze statue of a Tennessee Coonhound from the Arts & Heritage Development Council valued at \$2,365.00, signage valued at \$347.55, and labor and materials for statue base valued at \$500.00. The motion was seconded by Councilman Chandler. A voice vote was taken; the motion passed without objection.

APSU FIRE SERVICES

RESOLUTION 16-2019-20 Authorizing an interlocal agreement with Austin Peay State University for fire services

This resolution was approved by the Public Safety Committee. Councilman Henley made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councilwoman Streetman. A voice vote was taken; the motion passed without objection.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 4:10 p.m.